

**COMMITTEE OF THE WHOLE
PUBLIC WORKS & OPERATIONS COMMITTEE
FINANCE & ADMINISTRATION COMMITTEE**

St. Clair Civic Centre
Committee Room 1
November 8, 2010
6:00 p.m.

The meeting of the Committee of the Whole was held Monday November 8, 2010 with the following people present:

	J. Agar,	Chairperson, Public Works and Operations
	D. Randell,	Chairperson, Finance & Administration
	S. Arnold,	Mayor
	P. Gilliland	Deputy Mayor
	S. Miller,	Councillor
	P. Brown,	“
	P. Carswell-Alexander,	“
Staff	J. Rodey,	CAO
	J. Baranek,	Director of Planning/Deputy Clerk
	C. Quenneville,	Director of Finance/Treasurer
	L. Burnham	Director of Public Works, Operations & Engineering
	G. Hackett	Director of Community Services

FINANCE AND ADMINISTRATION

AGENDA:

6:00pm Kristina Zimmer – Shell Canada

6:10pm Jim Dunlop – Collins Barrow Presentation ~2009 Audit Report

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending October 31, 2010

3. STATEMENT OF FINANCIAL POSITION: for period ending October 31, 2010

4. TREASURER’S REPORT:

A1 – Operating results for 2009 General, Water and Sanitary
A2 – 2009 Year End Audit Schedule
A3 – Senior Tax Collector write offs

5. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending October 31, 2010

6. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated November 3, 2010

7. CLERK’S REPORTS:

8. C.A.O.’S REPORTS:

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Randell called the meeting to order at 6:00 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

6:00pm Kristina Zimmer - At the appropriate time, Kristina Zimmer presented the Mayor and Council with a cheque for \$50,000 on behalf of Shell Canada to help fund a water fountain at Guthrie Park. The Mayor took the opportunity to thank Mrs. Zimmer and Shell Canada on behalf of the Township and indicated the work would begin shortly.

6:10pm Jim Dunlop – At the appropriate time, Jim Dunlop took the Committee through the highlights of the 2009 Audit report. During his presentation he indicated it may be a good idea to pass a resolution for money going in and out of the reserves annually.

Moved by: P. Brown

Seconded by: S. Miller

Motion #1: That the Committee approves the Auditor's Financial Statement for 2009.

CARRIED

GENERAL ACCOUNTS: Month of October 2010.

The Committee reviewed the list of General Accounts.

Moved by: S. Arnold

Seconded by: P. Carswell-Alexander

Motion #2: That this Committee recommend to Council that General Accounts be approved for the month of October 2010.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending October 31, 2010.

Moved by: P. Gilliland

Seconded by: P. Brown

Motion #3: That the Committee recommends to Council to approve the Reserve and Deferred Revenue Schedules for 2009.

CARRIED

Moved by: P. Carswell-Alexander

Seconded by: P. Gilliland

Motion #4: That the Committee authorizes the Mayor and Treasurer to sign the new CKLAG banking agreement for the period of November 1, 2010 to October 31, 2015.

CARRIED

Moved by: P. Gilliland

Seconded by: J. Agar

Motion #5: That this Committee recommends to Council that the report received from the Treasurer on the Statement of Financial position for the period ending September 30, 2010 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by: P. Carswell-Alexander

Seconded by: P. Brown

Motion #6: That it be recommended to Council that the Treasurer's report identified as A-1 reporting the Operating results for 2009 General, Water and Sanitary be received.

CARRIED

Moved by: J. Agar

Seconded by: S. Miller

Motion #7: That this Committee recommends to Council that the Treasurer's report identified as A-2, showing the 2009 Year End Audit Schedule be received.

CARRIED

Motion #8: That this Committee recommends to Council that the Treasurer's report identified as A-3, regarding write offs for the 2010 taxation year be received.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by: P. Brown

Seconded by: P. Carswell-Alexander

Motion #7: That it be recommended to Council that the Building Inspector's report for the month of October 2010 be received and accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee discussed in detail with Mr. Hackett his recommendation concerning the proposed rate increases for the campgrounds in the Township. Councilor Carswell-Alexander indicated she is opposed to any rate increases for seasonal campers at Mooretown and nightly rate increases at Cathcart. Councilor Carswell-Alexander then asked whether or not laundry facilities were on the books for next year's budget at Cathcart Park. Mr. Hackett informed the Committee that it is not in the plans as of right now and that he would like to get a business plan for both Cathcart Park and Mooretown.

Moved by: P. Brown

Seconded by: P. Gilliland

Motion #8: That it be recommended to Council that the proposed rate increases for campground usage in the Township in 2011 as per Gary Hackett's report dated November 3, 2010 be approved.

CARRIED

Mr. Hackett brought forth a letter from Matt Lafontaine addressed to the Committee pertaining to the proposed rate increases for the golf course for the 2011 season. The Mayor indicated that it should be received in order to provide the Committee adequate time to review in order to consider it at the next meeting.

Moved by: P. Carswell-Alexander

Seconded by: S. Miller

Motion #9: That the Committee enter into an in-camera session to discuss a property issue.

CARRIED

Meeting returned to order.

Moved by: P. Brown

Seconded by: S. Miller

Motion #10: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:00 pm.

D. Randell,
Chairperson

J. Baranek
Acting Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP - Status

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated November 3, 2010
- Sombra Stone Dock – lease agreement

4. COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report dated November 2, 2010
- Kerr Line – watermain looping

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated November 3, 2010

7. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar called the meeting to order at 7:00 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

DIRECTOR OF PUBLIC WORKS REPORT:

Motion #1: That it be recommended to Council that the report from the Director of Public Works regarding the Regional WWTP status be received as information.

CARRIED

DIRECTOR OF OPERATIONS (WORKS) REPORT:

The Committee discussed item 10 in Gary DePooter's report addressing the flooding of Duthill Road. Councilor Miller suggested that the SCRCA should run the pump when the road is being flooded out not just the cemetery. Councillor Miller indicated there is a ratepayer considering a severance which would be negatively affected if the road floods out. Mayor Arnold suggested sending a letter to the SCRCA asking for support for the forthcoming severance application.

Moved by: S. Arnold

Seconded by: S. Miller

Motion #2: That it be recommended to Council that the funds raised for encroachments described by item #8 in Gary DePooter's report dated November 3, 2010 be deposited into the Environment/Education Fund in the Township of St. Clair. In addition, all one time fees collected as encroachments be deposited into this account.

CARRIED

Moved by: P. Brown

Seconded by: S. Miller

Motion #3: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated November 3, 2010, be received and accepted.

CARRIED

The Committee considered the Sombra Stone Dock lease agreement. The Mayor informed the Committee that Scott Cook was unable to provide comments in time for this meeting but would be able to for the November 22, 2010 meeting of Council.

Moved by: S. Arnold

Seconded by: S. Miller

Motion #4: That consideration for the Sombra Stone Dock lease agreement be deferred until the November 22, 2010 meeting of Council.

CARRIED

COORDINATOR OF ENGINEERING REPORT:

Moved by: D. Randell

Seconded by: P. Brown

Motion #5: That the Committee recommends to Council that the monthly report of the Coordinator of Engineering Services dated November 2, 2010 be received and accepted.

CARRIED

Moved by: P. Carswell-Alexander

Seconded by: D. Randell

Motion #6: That the Committee recommends to Council that the report regarding the looping of the watermain on Kerr Line be accepted and received.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by: S. Arnold

Seconded by: P. Carswell-Alexander

Motion #7: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated November 3, 2010, be received and recommendations contained within be accepted.

CARRIED

NEW BUSINESS:

Deputy Mayor Gilliland is concerned about Newalta continuing to operate in a Residential Zone and asked the CAO for an update. Mr. Rodey informed the Committee that the proceedings are now being dealt with by the same representation as the Hayes case. Charging someone with a zoning infraction is a long drawn out process. However, the new lawyer is placing a charge on Newalta and in doing so hopes it will speed up the process for them to re-locate.

Deputy Mayor Gilliland also inquired as to the progress with the repairs to the holes in the fence along Parkdale Park allowing a large dog to roam the park freely. Deputy Clerk Jeff Baranek informed the Committee that the developer had called the Township earlier in the day to inform him the fence will be repaired immediately. The developer – Sam Youssef – wished to ask the Committee if the fence to be installed along the east side of the pathway leading from the development to Parkdale Park could be put up in the spring. The developer indicated the homeowner was going to erect a fence in the spring. Mr. Rodey suggested to the Committee that the homeowner would likely be erecting a wooden fence and the Township would rather see a chain link fence erected for the purposes of the cheapest future maintenance as any fence erected will become Township property.

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Moved by: P. Brown

Seconded by: P. Gilliland

Motion #8: That the Committee recommends that Council impose a deadline of November 30, 2010 to have the repairs done on the fence; the fence installed along the pathway leading to Parkdale Park; and the pathway paved with asphalt. If the works are not completed by the deadline, the Township will have the work completed with 100% of the cost charged to the developer.

CARRIED

Councilor Brown was concerned that the fire hydrant at the corner of Fieldstone Drive and St. Clair Parkway is covered and out of service. Larry Burnham informed the Committee that he would check into it and report back to the Committee if it was not back in service by the next meeting.

Mayor Arnold, on behalf of Council, presented Councilor Brown with a gift as a token of appreciation to commemorate the Councilor's service on Council for the past term. Councilor Brown accepted the gift and suggested that he had a great time serving the Township and stated that he thought the Township was in good hands moving forward.

Moved by: P. Brown

Seconded by: S. Miller

Motion #9: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:30 p.m.

J. Agar, Chairperson

J. Baranek, Acting Secretary