

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

St. Clair Civic Centre
Committee Room 1
April 11, 2011
6:00 p.m.

The meeting of the Committee of the Whole was held Monday April 11, 2011 with the following people present:

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

FINANCE AND ADMINISTRATION

AGENDA:

6:30 pm Chris Smalls Clean Harbors – EA status

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending March 31, 2011

3. STATEMENT OF FINANCIAL POSITION: for period ending March 31, 2011

4.. SENIOR TAX CLERK’S REPORT:

2010 tax write off

5 DEPUTY TREASURER’S REPORT:

Performance measures

6. TREASURER’S REPORT:

A1 - 2011 AMO gas tax project
A2 - 2010 St. Clair River Trail grant
A3 - 5 year activity – Education & Environment Fund
A4 – Provincial budget

7. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending March 2011

8. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated April 7, 2011

6. CLERK'S REPORTS:

C1 -Draft dock usage agreement

7. C.A.O.'S REPORTS:

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Agar called the meeting to order at 6:20 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of March 31, 2011

The Committee reviewed the list of General Accounts

Moved by D. Randell

Seconded by J. DeGurse

Motion #1: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 736001 to YOR002 totaling \$6,908,266.10 be approved for the month of March 2011.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending March 2011.

Moved by S. Miller

Seconded by P. Gilliland

Motion #2: That this Committee recommend to Council that the report received from the Treasurer on the Statement of Financial position for the period ending March 2011 be received and accepted.

CARRIED

SENIOR TAX CLERK'S REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #3: That this Committee recommend to Council that the report received from the Senior Tax Clerk dated March 16, 2011, regarding write offs for the 2010 taxation year be received and accepted.

CARRIED

DEPUTY TREASURER'S REPORT:

Moved by D. Randell

Seconded by J. DeGurse

Motion #4: That this Committee recommend to Council that the report received from the Deputy Treasurer dated March 10, 2011, recommending that the report titled Minister's List of Performance Measures for 2009 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #5: That it be recommended to Council that the Treasurer's report dated April 5, 2011 regarding the 2011 AMO gas tax project be received and accepted.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #6: That this Committee recommend to Council that the report received from the Treasurer identified as A-2 recommending that Council approve a grant of \$47,515 to the St. Clair River Trail to be financed from the St. Clair Education and Environment reserve fund for the 2010 fund raising year be received and accepted.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #7: That this Committee recommend to Council that the report received from the Treasurer identified as A-3 dated March 29, 2011 recommending that the past five year activity on the Education and Environment Reserve be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #8: That this Committee recommend to Council that the report received from the Treasurer identified as A-4 dated recommending that the 2011 Provincial Budget be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #9: That it be recommended to Council that the Building Inspector's report for the month of March 2011 be received and accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee proceeded to review the report of the Director of Community Services; Mr. Hackett gave the Committee a time line for the continuation of the Sombra Museum building project. The building on the site of the new building site should be demolished the end of this week or early next week with design details submitted this week in anticipation of the issuance of a building permit. The results of the recent tender call for the purchase of two new pick up trucks for the Community Services Department. Mr. Hackett advised of a difference in the available delivery date from the two lowest bidding dealers. The Mayor suggested that the tendered price seems to be higher than the recently advertised price from one of the dealers. The Committee directed that Mr. Hackett be authorized to work with the two lowest bidders to determine the lowest purchase price and the best available delivery.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #10: That it be recommended to Council that the monthly report of the Director of Community Services dated April 7, 2011 be received and the recommendations contained within be approved.

CARRIED

CLERK'S REPORT:

The Committee reviewed the proposed draft agreement prepared by the Clerk between the Township and Kel-Gor Ltd. for Kel-Gor's use of the former Township stone dock at the end of Moore Line for the purposes of loading 12 pre-fabricated modules. The Committee suggested a penalty clause be added to the agreement to provide for performance of the loading and transport within the two one week time frames.

Moved by S. Arnold

Seconded by S. Miller

Motion #11: That it be recommended to Council that a penalty clause be added to the draft agreement between Kel-Gor Ltd. and the Township to provide for a \$25,000 per week penalty if the loading and transport is not achieved in the two one week periods.

CARRIED

The Committee advised that they have no objection if what is known as a "spud barge" is allowed to remain on the dock in the interim between the two loading periods.

CAO’S REPORT:

Mr. Rodey advised of a conversation with Mr. Peter Carrie of First Solar who now apparently are willing to enter into a development agreement with the Township that can be registered on title to protect the Township’s interest and its infrastructure. It is hoped that information will be available for Council at its next meeting.

At the Appointed time, The Committee welcomed Mr. Chris Small, site manager of the Clean Harbors facility and two other Clean Harbors representatives including Mike Parker, Clean Harbors compliance officer. Mr. Smalls brought the Committee up to date on the progress being made in the environmental process following the MOE approval of the terms of reference. Mr. Small also identified the public input process that Clean Harbors and its consultants will be going through and further explained that two alternatives are available for the expansion; one being the vertical expansion of the current site and the second being the expansion of a new cell to the south of the current cell. The Committee was advised that Clean Harbors is dealing with the Municipality will ask the Township’s Peer Review Team for a work schedule and a possible budget. On behalf of the Committee, Mayor Arnold stressed to the Clean Harbors representatives that direction of Council should not be circumvented and that directives to the Township’s Peer Review Team should come through Council. At the conclusion of the discussion, Chairman Agar thanked the three Clean Harbors representatives for their presentation.

NEW BUSINESS:

The Committee was advised by the Deputy Clerk of a request received from Danbury Homes for the issuance of building permits for the next phase of Paddock Green in advance of the increase in development charges act fees. The response to the Committee’s questions, Mr. Baranek advised that servicing for the next phase has not been achieved and that the Building Department could not legally issue a building permit at this time. The Committee recommended that Council deny the request from Danbury Homes and suggest that in the future such requests be made to Council formally in writing.

Hearing no further business, it was;

Moved by D. Randell

Seconded by S. Miller

Motion #12: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:05 pm.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP status
- WWTP forcemain – Phase 4 – tenders
- St. Andrews Church 0 insurance settlement

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated April 5, 2011
- First Solar permits

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

- Monthly Report dated April 6, 2011

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report dated April 6, 2011
- Urban resurfacing – tender results

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated April 6, 2011

7. CLERK’S REPORT:

9. CAO’S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

In the absence of Chairperson Carswell-Alexander, the Committee appointed Mayor Arnold as Chair. Mayor Arnold called the meeting to order at 7:05 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 & OPERATIONS & ENGINEERING REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #1: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated April 6, 2011 regarding the status of the WWTP be received and accepted as information.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #2: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated April 6, 2011 recommending that the tender submitted by Henderson Builders Ltd. in the amount of \$691,449.38 (including HST) for the WWTP Forcemain (Phase 4) for all work in the section between the plant entrance at the St. Clair Parkway and the Courtright WWTP be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #3: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated April 6, 2011 regarding St. Andrew’s Presbyterian Church’s insurance settlement be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by J. Agar

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated April 5, 2011, be received and accepted as information.

CARRIED

The Chair led the Committee into a discussion of damage to road surfaces as a result of snow plowing activities on the gravel shoulder. Such snow plowing activities lead to an unnecessary loss of granular material as well as damage to the paved surfaces. The Committee directed Public Works staff to avoid this practice in the future.

The Committee reviewed Mr. DePooter's report relative to the issuance of encroachment permits for road crossings and driveway access as necessitated by the two First Solar developments.

Moved by D. Randell

Seconded by J. DeGurse

Motion #5: That it be recommended to Council that the report from the Coordinator of Operations (Roads/Drainage) dated April 5, 2011 recommending that Council approve an encroachment permit for road crossings and driveway access at two sites as proposed by "First Solar" for the solar farm proposed on Rokeby Line and the solar farm proposed on Bentpath Line and all related expenses are to be paid 100% by First Solar be received as information with the exception of the entrance from Lot 1, Con 11 onto the Baseline Road which should be denied.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated April 6, 2011 be received as information.

CARRIED

The Committee asked staff to investigate the status of several apparent hydrants that are out of service and also the Committee asked for a staff report on the concept of offering Township forces for hire if the forces are on site to clear sewer blockages on private property. Council reviewed the Coordinator's report dated April 7th as to the status of the Brigden water tower.

Moved by P. Gilliland

Seconded by D. Randell

Motion #7: That it be recommended to Council that the report from the Coordinator of Operations (Water) dated April 7, 2011 regarding the Brigden Water Tower be received and tabled pending further information.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. Agar

Seconded by J. DeGurse

Motion #8: That this Committee recommend to Council that the monthly report of the Director of Engineering Services dated April 6, 2011 be received and accepted.

CARRIED

Moved by J. Agar

Seconded by D. Randell

Motion #9: That this Committee recommend to Council that the report dated April 6, 2011 received from the Coordinator of Engineering recommending that the tender submitted by Cope Construction & Contracting Inc. in the amount of \$282, 800.00 (excluding taxes) for the milling and asphalt resurfacing of various streets in Corunna be accepted and the Mayor and Clerk are authorized to sign the contract and other related documents be received and accepted

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Miller

Seconded by J. DeGurse

Motion #10 That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated April 6, 2011, be received and accepted.

CARRIED

