

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

St. Clair Civic Centre
Committee Room 1
May 9, 2011
6:00 p.m.

The meeting of the Committee of the Whole was held, May 9, 2011 with the following people present:

P. Carswell-Alexander,	Chairperson, Public Works and Operations
J. Agar,	Chairperson, Finance & Administration
S. Arnold,	Mayor
P. Gilliland	Deputy Mayor
S. Miller,	Councillor
J. DeGurse,	“
D. Randell,	“
Staff J. Rodey,	CAO
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

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending April, 2011

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

4. TREASURER’S REPORT:

A1-Accounts payable invoice
A2 – Amortization policy change
A3 – Financing of Century Truss property
A4 – Automotive contractual liability extension

5. DEPUTY TREASURER’S REPORT:

2003 to 2010 Industrial Tax report

6. BUILDING INSPECTOR’S REPORT:

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

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated May 5, 2011

8. CLERK’S REPORTS:

9. C.A.O.’S REPORTS:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Agar 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.

GENERAL ACCOUNTS: Month of April 2011

The Committee reviewed the list of General Accounts.

The Mayor inquired as to why account COO009 which is a holdback for the first phase of the force main from Corunna to the new WWTP was returned to the contractor despite the resurfacing not being completed in Corunna.

The Deputy Mayor asked the Treasurer what account JON001 in the amount of \$11,017 was for. Charlie indicated it was for bunker reconstruction at the golf course and was paid out of their operating budget.

Moved by: S. Arnold

Seconded by: S. Miller

Motion #1: That this Committee recommend to Council that General Accounts for the month of April 2011, starting with supplier number ACK001 to YOU003, totaling \$3,415,744.13 be approved.

CARRIED

DEPUTATION: Jim Kilbreath (chip truck at Guthrie Park)

Jim Kilbreath addressed the Committee for his intentions with a chip truck to be located at Guthrie Park. He indicated they had formally been under the bridge and also in front of the Beer Store on Confederation Street in Sarnia. He informed the Committee that there would be healthy options in addition to french fries and ice cream and that it will be titled "Jimbo's Sand Bar on the St. Clair". Due to the ongoing construction at Guthrie Park, he asked Council if he could set up at the south parking lot for the time being and operate exclusively from a generator and with his own water. Gary Hackett indicated there are still a few weeks left and that it would be possible at the south parking area but agreed it would have to be run on generators.

Moved by: S. Arnold

Seconded by: D. Randell

Motion #2: That Gary continue to work with Jim Kilbreath for a location in the south parking lot for the time being authorizing its use immediately until Guthrie Park construction is complete and to locate the generator in such a way to create its quietest operation.

CARRIED

STATEMENT OF FINANCIAL POSITION:

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

Moved by: S. Miller

Seconded by: D. Randell

Motion #3: That this Committee recommend to Council that the report received from the Treasurer on the Statement of Financial Position for the period ending April 2011, be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by: S. Arnold

Seconded by: P. Carswell-Alexander

Motion #4: That it be recommended to Council that the Treasurer's report dated, April 14, 2011 referred to as A-1 be received and accepted.

CARRIED

Moved by: P. Carswell-Alexander

Seconded by: J. DeGurse

Motion #5: That this Committee recommend to Council that the report received from the Treasurer dated April 14, 2011 referred to as A-2 regarding 2010 amortization policy change be received and accepted.

CARRIED

Moved by: S. Miller

Seconded by: P. Gilliland

Motion #6: That this Committee recommend to Council that the report received from the Treasurer dated April 14, 2011 referred to as A-3 recommending that Council finance the Century Truss property from our current bank balance and that a business plan be prepared and brought to Council for approval be received and accepted.

CARRIED

The Mayor asked the Treasurer why report A-4 was necessary. Charlie explained that if an employee is in a Township vehicle and is in an accident, his/her own insurance pays first. This report would authorize this Township's insurance to cover any excess costs. This is new this year.

Moved by: S. Arnold

Seconded by: D. Randell

Motion #7: That this Committee recommend to Council that the report received from the Treasurer dated April 14, 2011 referred to as A-4 recommending that Council approve the Automotive Contractual Liability Extension resolution be received and accepted.

CARRIED

DEPUTY TREASURER'S REPORT:

Several questions were raised to the Treasurer as to why certain assessments were as they were and whether or not the Township should challenge any. Charlie informed the Committee that they are all done by a complex system of calculations that he was not privy too.

Moved by: P. Carswell-Alexander

Seconded by: P. Gilliland

Motion #8: That this Committee recommend to Council that the report received from the Deputy Treasurer dated May 5, 2011, recommending that the report titled 2003 to 2010 Industrial Tax report be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by: P. Gilliland

Seconded by: J. DeGurse

Motion #9: That this Committee recommend to Council that the report submitted from the County of Lambton regarding the building status for the month ending April 2011 be received and accepted.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by: S. Arnold

Seconded by: P. Gilliland

Motion #10: That the CAP Park Walkway be extended to toe into the Dallas Court Walkway.

CARRIED

Moved by: P. Carswell-Alexander

Seconded by: S. Arnold

Motion #11: That this Committee recommends to Council to approve Captain Kids Days along with their firework display with the condition that they provide the Township with a certificate of insurance naming the Township as an additional insured for the event.

CARRIED

Moved by: P. Gilliland

Seconded by: S. Miller

Motion #12: That this Committee recommends to Council that the proposed tender for the sloped portion of the Civic Center roof be prepared specifying a décor steel or aluminum shingle.

CARRIED

Moved by: S. Arnold

Seconded by: D. Randell

Motion #13: That this Committee recommends to Council to authorize the replacement of this roof and to finance the cost through the operating budget.

CARRIED

Moved by: S. Arnold

Seconded by: P. Gilliland

Motion #14: That this Committee recommends to Council to sponsor a hole in the amount of \$100 for the Port Lambton Athletic Association and Port Lambton Pirates golf tournament and donate door prizes to same.

CARRIED

The Director of Community Services provided Committee with a verbal report regarding the condition of baseball diamond backstops throughout the Township. He informed the Committee that many of them are in disrepair and hesitated to use the word “safety concern” but indicated some were getting to that point. He had discussions with Kenny Williams who operates Corunna Minor Baseball who told him he would be able to provide some funds in order to replace the screens on some backstops.

Moved by: P. Carswell-Alexander

Seconded by: P. Gilliland

Motion #15: That this Committee recommends to Council to approve funding to match what Corunna Minor Baseball puts forth to repair baseball backstops up to a maximum of \$5,000.

CARRIED

The Director of Community Services provided Committee with a verbal report on the patio at the golf course. He indicated that the patio is beaten up from the former days of metal spikes and has become an eye sore. Matt Lafontaine has a carpenter lined up to donate his time in exchange for a membership for the manual labor to install subfloor and indoor/outdoor carpet. The approximate cost for the job would be under \$3000. The Mayor indicated this is not something Council will consider at this time. The Deputy Mayor indicated he is upset that the golf course undertook such a major change without the authorization of council when it began the bunker redesign/reconstruction process. Gary indicated it was never spoke about during the budget process and was his oversight.

CAO’S REPORT:

Mr. Rodey informed the Committee he had two issues to discuss during an in-camera session: a personnel and a legal.

Moved by: P. Carswell-Alexander

Seconded by: P. Gilliland

Motion #16: That the Committee leaves open session and go into an in-camera session to discuss one property and one personnel issue.

CARRIED

Following an in-camera session Chairperson Agar declared the meeting back into open session.

Councillor Carswell-Alexander informed the Committee of the Brigden Horticultural Society’s difficulty having enough funds to pay for lawn care and the removal of three trees. She indicated the Steadman’s have taken care of the property in recent years and have done a stunning job.

Moved by: P. Carswell-Alexander

Seconded by: P. Gilliland

Motion #17: That this Committee recommends to Council that the grant allotment towards the Brigden Horticultural Society be increased \$1200 to pay for lawn care and that the Township Parks Department remove three trees.

CARRIED

Councillor DeGurse wanted to extend thanks to the Committee and Council for the installation of playground equipment in Brigden and suggested that they consider placing “Children at Play” signs on Jane Street in an effort to slow down traffic in the area.

Moved by; S. Miller

Seconded by: D. Randell

Motion #18: That the Finance and Administration meeting be adjourned.

CARRIED

The meeting adjourned at 7:00 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS AND OPERATIONS COMMITTEE

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP status
- Sanitary sewage pumping stations failures
- Roland Nantais – River Trail concern

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated April 29, 2011
- Rokeby Line speed limit
- Municipal Trade Show
- Waste recycling strategy

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

- Monthly Report dated May 4, 2011
- Brigden water tower
- Drive-by meter reading upgrade

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated May 4, 2011
- 2009 Vroom and Paget Street reconstruction

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly report dated May 4, 2011

7. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 7:00 pm and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF PECUNIARY INTEREST:

None Declared.

DIRECTOR OF PUBLIC WORKS REPORT:

The Mayor asked Larry why a holdback was returned to the contractor for phase one of the forcemain from Corunna to the new WWTP in Courtright when the re-surfacing was not yet completed on the phase. Director of Public Works indicated he would research and report back to Committee.

Moved by: J. Agar

Seconded by: P. Gilliland

Motion #1: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated May 4, 2011 regarding the status of the WWTP be received and accepted as information.

CARRIED

Mayor Arnold asked the Director of Public Works whether or not backflow preventers are mandatory on floor drains since they connect to the sanitary sewers. Mr. Burnham indicated they are not mandatory at this point but that the Township could make that a policy going forward if it was the desire of Council. Mr. Burnham indicated that the backups are being caused by an issue with the pumps that is going to be fixed on Wednesday and that no additional back-ups should occur after such repairs. Councillor Carswell-Alexander asked Mr. Burnham to prepare a report for the consideration of Council on the pros and cons of making the backflow preventer mandatory on all future homes.

Moved by: P. Gilliland

Seconded by: J. DeGurse

Motion #2: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated May 4, 2011 regarding the sanitary sewage pumping station failures be received and accepted as information.

CARRIED

Moved by: S. Arnold

Seconded by: S. Miller

Motion #3: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated May 4, 2011 regarding River Trail concerns be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by: S. Miller

Seconded by: D. Randell

Motion #4: That the monthly report from the Coordinator of Operations (Roads/Drainage) dated April 29, 2011 be received as information.

CARRIED

Moved by: P. Gilliland

Seconded by: J. Agar

Motion #5: That Council send a letter of congratulations to the MPP Pat Davidson on her recent re-election.

CARRIED

Moved by: P. Gilliland

Seconded by: J. Agar

Motion #6: That the report from the Coordinator of Operations (Roads/Drainage) dated April 21, 2011 regarding the Rokeby Line speed limit be received and accepted.

CARRIED

Moved by: D. Randell

Seconded by: J. DeGurse

Motion #7: That the report from the Coordinator of Operations (Roads/Drainage) dated April 21, 2011 regarding the Municipal Trade Show be received and accepted.

CARRIED

Moved by: S. Arnold

Seconded by: D. Randell

Motion #8: That the report from the Coordinator of Operations (Roads/Drainage) dated April 21, 2011 regarding Waste Recycling strategy be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by: P. Gilliland

Seconded by: J. DeGurse

Motion #9: That it be recommended to Council that the monthly report from the Coordinator of Operations (Water) dated May 4, 2011 be received as information.

CARRIED

Moved by: J. DeGurse

Seconded by: D. Randell

Motion #10: That the report submitted by the Coordinator of Operations (Water) dated May 4, 2011 be tabled to allow time for the Coordinator to provide more information in an effort to have LAWSS take over the tower.

CARRIED

Moved by: J. Agar

Seconded by: P. Gilliland

Motion #11: That it be recommended to Council that the report from the Coordinator of Operations (Water) dated May 4, 2011 regarding the drive-by meter reading upgrade be received as information.

CARRIED

COORDINATOR OF ENGINEERING REPORT:

Moved by: P. Gilliland

Seconded by: S. Miller

Motion #12: That it be recommended to Council that the monthly report from the Coordinator of Engineering dated May 4, 2011 be received as information.

CARRIED

Moved by: J. DeGurse

Seconded by: J. Agar

Motion #13: That it be recommended to Council that the report from the Coordinator of Engineering dated May 4, 2011 regarding the 2009 Alfred, Vroom and Paget Street reconstruction be accepted and received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by: S. Arnold

Seconded by: D. Randell

Motion #14: That the monthly report from the Drainage Superintendent dated May 4, 2011 be received as information and the recommendations contained within be accepted.

CARRIED

Moved by: S. Miller

Seconded by: J. DeGurse

Motion #15: That the report submitted by Larry Burnham dated May 9, 2011 on K&L Construction being awarded tender for the WWTP and having issues with subcontractors be accepted and received as information.

CARRIED

CLERK'S REPORT:

The Deputy Clerk provided a verbal report on Walnut Grove Townhouse proposal. Danbury Homes has decided that the proposal which has been approved for 60 townhouses may be too dense. He has informed the Clerk that he may proceed with a plan for 5 single detached dwellings which would have 300 feet deep lots. The Deputy Clerk informed the Committee Danbury would also seek a special site specific zone which would allow for large rear yard garages to appeal to the local handyman. The Deputy Clerk informed the proponent that it was envisioned for higher density but assured him he would run it past Committee. The Mayor indicated he would like to see a higher density development on the lands and Councillor Agar agreed.

Moved by: S. Arnold

Seconded by: S. Miller

Motion #16: That the Committee recommends to Council that a higher density development on the subject lands would receive greater support from the Township.

CARRIED

NEW BUSINESS:

Councillor Miller asked that notice be sent to residents along the Parkway in the location of the shoulder paving in Port Lambton. Coordinator of Works indicated notices will be sent.

Deputy Mayor Gilliland had a complaint about the grass cutting at Cameron and Queen streets being blown onto the road and asked the Clerk to research if there is a by-law prohibiting this.

The Mayor was approached by the Long's who reside on Petrolia Line. Mrs. Long approached him inquiring about how to get her deceased husband's name off the MPAC and of title. She was told by someone at the Civic Centre that it would cost \$1000 to remove his name from dog tags and the roll for the property. The Mayor would like this looked after without a fee.

Councillor Carswell-Alexander would like a status report on Van sickle property and the on-going property standard process for his properties in Courtright. Mr. Baranek informed the Committee that a report will be in front of Council at the next meeting.

The Coordinator of Works informed Committee that he has heard rumors of a petition being started to get work started again on the force main from Corunna to Courtright for the WWTP. He informed the Committee work would begin again next week when asphalt plants open.

Moved by; S. Miller

Seconded by: D. Randell

Motion #17: That the Public Works and Operations meeting be adjourned.

CARRIED

The meeting adjourned at 8:00 p.m.

Pat Carswell-Alexander, Chair

John De Mars, Clerk