

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

St. Clair Civic Centre
Committee Room 1
June 13, 2011
6:00 p.m.

The meeting of the Committee of the Whole was held Monday June 13, 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
	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

FINANCE AND ADMINISTRATION

AGENDA:

6:00 p.m. – Claude Lafrance, SCRCA – St. Clair River Remedial Action Plan
7:00 p.m. – Milo Strum, SCRCA – Cathcart Park Shoreline Rehabilitation

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending May 2011

3. STATEMENT OF FINANCIAL POSITION: for period ending May 2011

4. TREASURER’S REPORT:

- A1 - 2011 annual repayment limit
- A2 - Projected Parkway Endowment Reserve
- A3 - Fibre optic – Emergency Service Building
- A4- LAS electricity program
- A5- 2011 Federal budget
- A6- Canada’s economic action plan

5. SENIOR TAX CLERK’S REPORT:

2010 tax write-offs

6. BUILDING INSPECTOR’S REPORT:

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

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated June 9, 2011

8. DIRECTOR OF EMERGENCY SERVICES REPORT:

Response to 1971 Petrolia Line

9. CLERK'S REPORTS:

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

11. NEW BUSINESS:

10. ADJOURNMENT:

Moved by S. Arnold

Seconded by S. Miller

Motion #1: That the meeting do commence at 5:55pm.

CARRIED

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

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month May of 2011

The Committee reviewed the list of General Accounts as listed on the agenda. Mr. Quenneville responded to several of the questions posed by the Committee members.

Moved by S. Arnold

Seconded by J. DeGurse

Motion #2: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 137001 to totaling YEL001 \$1,605,626.38 be approved for the month May of 2011

CARRIED

STATEMENT OF FINANCIAL POSITION:

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

Moved by P. Gilliland

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 May 2011 be received and accepted.

CARRIED

TREASURER'S REPORT:

Moved by S. Miller

Seconded by J. DeGurse

Motion #4: That this Committee recommend to Council that the report received from the Treasurer identified as A-1 dated May 30, 2011 regarding the 2011 annual repayment limit (ARL) for long term debt financing be received and accepted.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #5: That this Committee recommend to Council that the report received from the Treasurer identified as A-2 dated June 7, 2011 recommending that the financial analysis and projected 2011 Parkway Endowment Reserve report be received and that the December 2006 Golf equipment financing be transferred from the Parkway Endowment to the Parkway Reserve totaling \$143,762 be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #6: That this Committee recommend to Council that the report received from the Treasurer identified as A-3 dated June 7, 2011 recommending that the quote from Electrical Instrumentation Inc/ for \$18,589.00 for the installation of Fibre Optic at the Emergency Services building be approved and financed from the general equipment reserve be received and accepted.

CARRIED

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #7: That this Committee recommend to Council that the report received from the Treasurer identified as A-4 regarding the LAS Electrical Program update be received and accepted as information.

CARRIED

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #8: That this Committee recommend to Council that the report received from the Treasurer identified as A-5 regarding the 2011 Federal Budget report be received and accepted as information.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion #9: That this Committee recommend to Council that the report received from the Treasurer identified as A-6 regarding the Government of Canada reintroducing the next phase of Canada's economic action plan be received and accepted as information.

CARRIED

SENIOR TAX COLLECTOR'S REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #10: That this Committee recommend to Council that the report received from the Senior Tax Clerk regarding write offs for the 2010 taxation year be received and accepted.

CARRIED

At the appointed time, Chair welcomed Mr. Claude Lefrance representative of the SCRCA in his role as the St. Clair River Remediation Action Plan coordinator to discuss with the Committee the background history on historic efforts to identify areas of concern on the St. Clair River in efforts that have been made in the past to continue to improve the St. Clair River water quality. Mr. Lefrance stated that efforts made by communities such as St. Clair in the expansion and extension of the sanitary sewer infrastructure has been very helpful in improving the St. Clair River quality. He also pointed out that areas of concern were identified in 1987 and continual monitoring has demonstrated that several efforts have been successful and that the water quality is gradually improving. At the conclusion of the presentation, the Committee thanked Mr. Lefrance for his interesting presentation.

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #11: That it be recommended to Council that the Building Inspector's report for the month of May 2011 be received and accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Mr. Hackett provided the Committee with a secondary report regarding the tenders that closed today for the replacement of the peaked roof portion of the Civic Center.

Westhoek	\$60,578.69
AUBI	60,066.00

Moved by S. Arnold

Seconded by D. Randell

Motion #12: That it be recommended to Council that the tender of Westhoek in the amount of \$60,578.69 for the replacement of the peaked roof portion of the Civic Center be accepted.

CARRIED

Council discussed the portion of Mr. Hackett's report regarding the quotes received for the paving of the south parking lot at Guthrie Park. Upon examination the need for a base improvement prior to paving was recommended and not included in the original budgeted cost estimate.

Moved by S. Arnold

Seconded by S. Miller

Motion #13: That it be recommended to Council that the project to pave the south parking lot at Guthrie Park be tabled until 2012 with the money allocated in the 2011 to be placed in a reserve fund to help finance the project in 2012.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #14: That it be recommended to Council that staff be instructed to include in the initial draft of the 2012 capital budget funds to drainage to construct base material and asphalt portions of the river trail within Brander Park.

CARRIED

The Committee discussed the offer by Community Living for the Township to participate in its program to provide employment for disabled individuals. Such a person would be accompanied to the workplace by a support worker. It is estimated that the cost to the Township to employ such a person would be approximately \$2000 per employee.

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #15: That it be recommended to Council that staff proceed with the Community Living Sarnia Lambton program to find employment for disabled individuals for disabled individuals resident of St. Clair Township as a payroll expense and that consideration be made in the 2012 operating budget for continued participation in the program.

CARRIED

Mr. Hackett responded to a question from Councillor DeGurse regarding waste containers in Corunna and also Mr. Hackett was asked to investigate improved Brigden signage with a report to Council.

Moved by S. Miller

Seconded by D. Randell

Motion #16: That this Committee recommend to Council that the Director of Community Services monthly report dated June 9, 2011 be received and the recommendations contained within be accepted.

CARRIED

DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #17: That this Committee recommend to Council that the Director of Community Services monthly report dated June 9, 2011 be received and the recommendations contained within be accepted.

CARRIED

The Committee asked for a report from the Director of Emergency Services as to his opinion why the newly installed carbon monoxide monitors at the Long residence after being activated as were the units replaced.

The CAO advised that HQN has agreed to the Township's basic terms for a lease of the portion of the former Century Truss building

Hearing no further comments or questions, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #18: That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 7:00 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Regional WWTP Status
- Sanitary sewage backflow preventers

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report dated June 7, 2011
- Brigden Optimist Road Closure
- Enbridge Pipe Crossing of Rokeby Line

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

- Monthly Report dated June 8, 2011

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated June 7, 2011
- Miscellaneous bridge rehabilitation

6. COORDINATOR OF PLANNING/DEPUTY CLERK REPORT:

- Land transfer request

7. DRAINAGE SUPERINTENDENT REPORT:

- Miller Drain quotes
- Walton Drain quotes

8. CLERK'S REPORT:

9. CAO'S REPORT:

10. NEW BUSINESS:

11. ADJOURNMENT:

Chairperson Carswell-Alexander 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.

Chairman Carswell-Alexander welcomed Brian McDougall Girish Sankar of the SCRCA and Mr. Milo Strum of ShorePlan Engineering present to discuss with the Committee, a proposal to commence shoreline rehabilitation at Cathcart Park. In his presentation, Mr. Strum advised that based on the engineering study commissioned in 2005, there is approximately 1340 meters of seawall that needs repair or replacement. The Committee was advised that the current steel seawall on the inner channel has an expected life of approximately 5-10 years but based on the pictures provided in Mr. Strum's report the seawall on the outer rim has failed or is failing. Mr. Strum has advised that his group has looked at several possible repair options with the most expensive being replacing the existing wall with a new steel sheet of piling. ShorePlan Engineering is recommending several different types of remediation methods depending on the location within the park. It is projected that based on their recommendation the average cost for the required repairs is approximately \$2000 per meter. It was suggested that the project be broken up into five phases with the first phase to be done on the northwest section of the park. In response to the Committee's questions Mr. Strum advised that this first phase would cost approximately \$350,000 of an estimated total repair cost of \$2.2 million. Mr. McDougall of the SCRCA said that certain grant funds are in place and other funds are being applied for and that if those sources fail with the known funding the Township's contribution to Phase I would be approximately \$100,000. Also in response to the Committee's questions Mr. Strum advised that there are no unusual soil contaminations, the project would have to mitigate. After considerable discussion, it was;

Moved by D. Randell

Seconded by S. Arnold

Motion #1: That it be recommended to Council that the SCRCA be asked to progress with Phase I of the Cathcart shoreline rehabilitation project and that the Township's cost share to be financed from the St. Clair Parkway endowment fund.

CARRIED

DIRECTOR OF PUBLIC WORKS & OPERATIONS & ENGINEERING REPORT:

Moved by S. Arnold

Seconded by J. Agar

Motion #2: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated June 8 2011 regarding the status of the WWTP be received and accepted as information.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #3: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated June 8, 2011 regarding detour status be received and accepted as information.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #4: That this Committee recommend to Council that the report received from the Director of Public Works and Operations dated June 8, 2011 regarding sanitary sewer backflow preventers be received and accepted as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by J. Agar

Motion #5: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated June 7, 2011, be received and accepted.

CARRIED

In reference to a portion of Mr. DePooter's report the Committee expressed disappointment that the County will not take responsibility for the mowing of the grass in the newly installed drainage ditch near the corner of Hill Street and Brooktree. Mr. Burnham advised that he would advise the County in this regard.

Moved by J. Agar

Seconded by S. Arnold

Motion #6: That it be recommended to Council that Township forces cut and trim the drainage ditch installed by the County of Lambton near the intersection of Hill Street and Brooktree through the season as required.

CARRIED

Moved by D. Randell

Seconded by J. DeGurse

Motion #7: That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated June 7, 2011 recommending that the Committee to approve the request from the Brigden Optimists Club to allow a temporary closure of Main Street and Boswell Street in Brigden on August 20, 2011 to accommodate the Brigden Community Festival be received and accepted.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #8: That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated June 3, 2011 to approve the pipeline crossing of Rokeby Line by Enbridge Gas Distribution in Lot 20, Concession 9 of the former Moore Township be received and accepted.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #9: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Water/Wastewater) dated June 8, 2011 be received and accepted.

CARRIED

In response to the Mayor's expression of disappointment of the report on the Brigden water tower was not in his mind, complete and comprehensive. Mr. Burnham advised that research as to the past development of the water tower was difficult to obtain and much of the information is unavailable.

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. DeGurse

Seconded by J. Agar

Motion #10: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated June 7, 2011 be received as information.

CARRIED

The Committee requested staff to contact the owners affected by the paved shoulder project on the St. Clair Parkway at the south end of Port Lambton village.

Moved by J. Agar

Seconded by J. DeGurse

Motion #11: That it be recommended to Council that the Coordinator of Engineering Services report on miscellaneous bridge rehabilitation dated June 8, 2011 be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by S. Miller

Motion #12: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated June 7, 2011, be received as information and the recommendations contained within be accepted.

CARRIED

COORDINATOR OR PLANNING/DEPUTY CLERK REPORT:

Moved by S. Arnold

Seconded by P. Gilliland

Motion #13: That the property exchange offer submitted by BF Environmental be lifted off the table.

CARRIED

Moved by S. Arnold

Seconded by G. Gilliland

Motion #14: That the report submitted by the Deputy Clerk/Coordinator of Planning dated June 8, 2011 regarding the land transfer request for BF Environmental be received and accepted as information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #15: That it be recommended to Council that the land exchange proposal submitted by BF Environmental for properties adjacent to Reagan Park be accepted subject to Ministry of Tourism approval with the condition that St. Clair Township will retain all the lands hosting sanitary sewer infrastructure.

CARRIED

DRAINAGE SUPERINTENDANT REPORT:

Moved by D. Randell

Seconded by J. DeGurse

Motion #16: That the report from the Drainage Superintendent dated June 7, 2011 recommending that the Committee suggest to Council to approve the lowest quotation of \$10,000 (excluding taxes) from Seys Bulldozing for the brushing and cleanout of the Miller Drain as a maintenance expense to the drain be received and accepted.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #17: That the report from the Drainage Superintendent dated June 7, 2011 recommending that the Committee suggest to Council to approve the lowest quotation of \$29,599.00 (excluding taxes) from GJS Contracting (contractor) and \$17,552.00 from Armtec Limited (pipe supplier), for the drainage work as recommended in the Dillon Consulting drainage report dated January 26, 2011 as a capital expense to the drain be received and accepted.

CARRIED

NEW BUSINESS:

Councillor Agar advised of receiving complaints regarding truck traffic on 8th Street in Courtright, continued complaints about the long grass adjacent to the CSX right a way north of Fane Street.

In response to Deputy Mayor Gilliland's questions, Mr. Burnham advised that the use of Waterworks Road as a brine truck route will be temporary. Also Mr. Burnham responded to Deputy Mayor Gilliland's question regarding the outstanding Manitou insurance claims.

Councillor Miller made a request for staff to trim or have trimmed the tree on Reedy Street that was subject to a request to remove. Councillor Miller also expressed concern about fishing from the McKeough Floodway Bridge on the St. Clair Parkway.

Councillor Randell asked staff to attend to several feeder trees on the south side of Smith Line near the Smith Bridge. Also he received a request for the removal of walnut trees on the Holt Line near Brown's bridge.

Mayor Arnold briefed the Committee on information on slope stability rehabilitation received at the Federation of Municipalities Conference. Mayor Arnold explained the technique to the Committee and will provide additional information.

Councillor DeGurse questioned the appropriateness of a tenant living on the Hill Street variety store opposite the Corunna post office and apparent use as living accommodations, a trailer on the north side of Hill Street between Albert and Nash.

Moved by J. DeGurse

Seconded by J. Agar

Motion #18: That it be recommended to Council that staff investigate the apparent residential use of Hill Street variety located opposite to the Corunna post office on Hill Street and apparent habitation of a trailer on the north side of Hill Street between Albert and Nash Drive.

CARRIED

Councillor Miller advised that he was contacted by a complainant regarding the residential use of a trailer in the McMillan Subdivision and the threat of legal action against the Township.

Councillor Carswell-Alexander asked staff to trim the tree hanging over the Moore Line near the Bear Creek Cemetery.

Councillor DeGurse advised that he did bring to the Corunna Community Policing Committee the complaint from the resident regarding off road vehicles and ATV vehicle use of property north of Beckwith Street. It was suggested that the person lodging the complaint should contact the local OPP office.

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #19: That this meeting of the Public Works and Operations Committee do hereby adjourn.

CARRIED

The meeting adjourned at 8:10 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary