

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

St. Clair Civic Centre
Committee Room 1
March 19, 2012
6:00 p.m.

The meeting of the Committee of the Whole was held March 19, 2012 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
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Director of Finance/Treasurer
	M. Deline	Coordinator of Engineering
	R. Dewhirst	Director of Emergency Services
	G. Hackett	Director of Community Services
	J. Baranek	Deputy Clerk, Coordinator of Planning

FINANCE AND ADMINISTRATION

AGENDA:

. DECLARATION OF PECUNIARY INTEREST:

2. DEPUTATIONS:

Terry Day, Peter Brull, Mike Cranney, Linda Liotto – MPAC pipeline Assessment

3. GENERAL ACCOUNTS: Month ending February 2012

4. TREASURER’S REPORT:

A1 – 2012 Operating budget
A2 – AMO LAS

5. DEPUTY TREASURER’S REPORT:

2011 Council remuneration

6. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending February 2012

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated March 14, 2012

8. DIRECTOR OF COMMUNITY SERVICES REPORT:

St. Clair Boating Marina fire

11. NEW BUSINESS:

12. ADJOURNMENT:

Moved by S. Arnold

Seconded by D. Randell

Motion #1: That this meeting of the Finance and Administration Committee commence at 5:55pm.

CARRIED

Chairperson Agar called the meeting to order at 5:55pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Chairperson Agar on behalf of the Committee welcomed Peter Carrie of First Solar, Josie Hernandez, Brian Harris and Vijay Singh representing Next Era Energy. Mr. Carey advised that the two solar facilities developed by First Solar that on the Rokeby Line and the Sombra installation on the Bentpath Line have been recently sold to Next Era. It is an energy company headquartered in Florida. Representatives from Next Era advised that this was the first Canadian facility operated by Next Era and was hoped that its relationship with St. Clair Township and the area residents would be long and positive. The Committee thanked the representatives for attending and introducing the new owners of the solar facility.

Terry Day, Peter Brull, Mike McCraney and Linda Liotto of the Municipal Property Assessment Corporation were present to discuss with the Committee, issues arising from pipelines and compressor facilities. In a brief assessment overview, Mr. Day advised that property owners would receive an assessment notice this fall with the new assessed values of the owners property commencing in 2013 on a 4 year phase in as has been the practice in the past. Mr. Day then turned the discussion over to Mr. Peter Brull who advised of a recent tour hosted by the Mayor at which time various pipelines and compressor facilities were examined. Mr. Brull explained that several of the facilities have been omitted from the assessment roll and that efforts are being made to identify these properties and assign the appropriate assessed value. It was also pointed out that several communications towers were discovered with no building permits issued or assessments assigned. It was pointed out that many of these industrial facilities examined cannot be assessed since the equipment and machinery are not subject to a taxation assessment. Mr. Brull also advised the Committee of an upcoming assessment reduction for the former Shell Chemical facility on LaSalle Line. Also in response to several questions posed by the Committee it was pointed out that in most instances roof top solar collectors do not attract assessment therefore property taxes would not necessarily increase due to the installation of these facilities. At the conclusion of the discussion, the Committee thanked the three representatives of MPAC for their presentation.

GENERAL ACCOUNTS: Month of February 2012

The Committee reviewed the list of General Accounts. After several questions were responded to by the Treasurer, it was;

Moved by D. Randell

Seconded by S. Miller

Motion #2: That this Committee recommend to Council that General Accounts for the new accounting system starting with supplier number 473001 to ZEP002 totaling \$1,476,528.17 be approved for the month of February 2012.

CARRIED

In response to Mayor Arnold's question, Chief Roy Dewhirst advised that in the future first aid training for all of the appropriate employees and volunteers could be conducted in house.

TREASURER'S REPORT:

Moved by D. Randell

Seconded by P. Gilliland

Motion #3: That it be recommended to Council that the Treasurer's report identified as A1 regarding the 2012 Operating budget be received and accepted.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #4: That this Committee recommend to Council that the report received from the Treasurer identified as A2 regarding the review of AMO LAS and other Procurement services be received and accepted.

CARRIED

The motion moved by Councillor Carswell-Alexander and seconded by Councillor DeGurse to include the Stanley Line Bridge replacement in the 2012 capital budget to be financed with long term borrowing was withdrawn.

DEPUTY TREASURER'S REPORT:

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #5: That this Committee recommend to Council that the report received from the Deputy Treasurer recommending that the 2011 Council Remuneration be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #6: That it be recommended to Council that the Building Inspector's report for the month of February 2012 be received and accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

The Committee discussed in detail Mr. Hackett's report dated March 14th regarding Council's earlier decision to reduce the Parkway Parks maintenance budget by approximately \$30,000. Mr. Hackett advised that the budget could be trimmed by approximately \$12,000 but further cuts would involve lay off of staff and as such no work could be done on the flower beds and shrubbery at the various parks.

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #7: That it be recommended to Council that the monthly report dated March 14, 2012 submitted by the Director of Community Services be received and all recommendations contained within be accepted.

CARRIED

Mayor Arnold asked the Director of Community Services to investigate the possibility of improving the washroom facilities at the Courtright park. Also in a discussion of an unrelated item, Mayor Arnold expressed his opinion that any request of a member of Council to a member of staff for information or a report should be authorized by motion of Committee or Council in an effort to minimize inappropriate use of staff resources.

DIRECTOR OF EMERGENCY SERVICES REPORT:

The Committee reviewed Chief Dewhirst's report on the outcome of the debriefing for the various parties involved and the December 2011 St. Clair Marina fire. In the report, the Fire Services are recommending several actions to be taken by Council that would approve the Fire Services ability to affectively combat a fire of this magnitude in the future. One of the recommendations was the development of a portable trailer to house a diesel generator, air compressor, washroom facilities and an area where fire fighters could get out of the weather and elements. After considerable discussion it was;

Moved by S. Arnold

Seconded by S. Miller

Motion #8: That the Fire Services report on the St. Clair Boating and Marina fire of December 20, 2011 be accepted with the provision that all recommendations contained in the report would be addressed by Council on an individual basis at a future meeting.

CARRIED

Mayor Arnold also requested a more detailed report on the actual costs to the Municipality of the fire including costs for such things as water usage.

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #9: That the meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 7:10 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated March 14, 2012
- Street lights
- St. Clair Pipeline encroachment

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

5. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated March 13, 2012
- Rokeby Line reconstruction

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated March 12, 2012

7. NEW BUSINESS:

8. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 7:15 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

Coordinator of Engineering Matt Deline was present in the Director's absence and provided the Committee with a verbal report on the status of the Regional WWTP. Mr. Deline stated that for approximately the last week, all sewage from Courtright, Mooretown and Corunna have been diverted to the new Regional WWTP in Courtright that is in full operation. The old Corunna sewage treatment facility and the Courtright sewage treatment facility have been shut down in preparations for the final decommissioning.

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by J. Agar

Seconded by J. DeGurse

Motion #1: That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Works) dated March 14, 2012, be received and accepted as information.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #2: That it be recommended to Council that the report of the Coordinator of Operations (Roads/Drainage) dated March 14, 2012 recommending that the purchase be approved for 6 Dark Sky Compliant street light fixtures for installation on St. Clair Parkway as a pilot project, to be paid from the 2012 "new street light" capital budget be received and accepted.

CARRIED

Public Works staff was asked to investigate the possibility of replacing two streetlights on the St. Clair Parkway south of the Marshy Creek Drain with daylight compliant fixtures.

Moved by J. DeGurse

Seconded by S. Arnold

Motion #3: That it be recommended to Council that the report of the Coordinator of Operations (Roads/Drainage) dated March 14, 2012 recommending that an encroachment agreement between St. Clair Township and St. Clair Pipelines L.P. be accepted and the Mayor and Clerk be authorized to sign the agreement and other related documents.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by P. Gilliland

Seconded by J. Agar

Motion #4: That this Committee recommend to Council that the monthly report of the Coordinator of Engineering Services dated March 13, 2012 be received and accepted as information.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #5: That it be recommended to Council that the report of the Coordinator of Engineering dated March 13, 2012 recommending that \$60,000 from First Solar Development (Canada) Inc. be accepted as cash in-lieu of reconstructing Rokeby Line, with the funds to be applied to the 2012 Rokeby Line Reconstruction Project (Capital project No. 104RDS) as an external contribution and the site servicing agreement be adjusted by staff to reflect the change be received and accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by J. DeGurse

Seconded by J. Agar

Motion #6: That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated March 12, 2012, be received and the recommendations contained within be accepted.

CARRIED

NEW BUSINESS:

Mayor Arnold provided Mr. Deline with a written request received from a resident of the Parkway south of Mooretown with a request to remove or trim a tree on Township property

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between the St. Clair River and the St. Clair Parkway. The Committee also discussed the location of sea containers to the rear of the Riviera Plaza in Corunna and suggested the Coordinator of Planning/Deputy Clerk to provide the new owners of the plaza a written request to have the containers removed. Councillor Miller also requested staff to contact the CSX regarding repairs to various crossings in Port Lambton. Also Chairperson Carswell-Alexander advised the Committee of a possible future request to reconstruct the floor of the Brigden Community Hall.

ADJOURNMENT:

Hearing no further business, it was;

Moved by S. Miller

Seconded by D. Randell

Motion #7: That the meeting do hereby adjourn.

CARRIED

The meeting adjourned at 7:35 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary