

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

St. Clair Civic Centre  
Committee Room 1  
June 19, 2012  
5:00 p.m.

The meeting of the Committee of the Whole was held June 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
G. Hackett	Director of Community Services
J. Baranek	Deputy Clerk, Coordinator of Planning
R. Dewhirst	Director of Emergency Services/Fire Chief
L. Burnham	Director of Public Works

**FINANCE AND ADMINISTRATION**

**AGENDA:**

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** Month ending May 31, 2012

**3. STATEMENT OF FINANCIAL POSITION:** for period ending May 31, 2012

**4. TREASURER’S REPORT:**

A-1 – Infrastructure Ontario loan  
A-2 – 2012 AMO Gas Tax  
Senior Tax Clerk – 2011 tax write-offs

**5. BUILDING INSPECTOR’S REPORT:**

B-1 - Building Permit Reports for the month ending May 31, 2012

**6. DIRECTOR OF COMMUNITY SERVICES REPORT:**

Monthly report dated June 12, 2012

**7. DIRECTOR OF EMERGENCY SERVICES/FIRE CHIEF:**

- Air trailer quote  
- Air compressor quote  
- Succession plan

**8. CLERK’S REPORTS:**

**9. C.A.O.’S REPORTS:**

**10. NEW BUSINESS:****11. ADJOURNMENT:**

Chairperson Agar called the meeting to order at 5:00 pm and asked members to declare any conflict of interest at the appropriate time.

**CONFLICT OF INTEREST:**

None declared.

The Committee proceeded to review the accounts as listed on the agenda.

**GENERAL ACCOUNTS: Month of May, 2012**

Moved by D. Randell

Seconded by J. DeGurse

**Motion #1** That this Committee recommend to Council that General Accounts for the month of May, 2012 starting with supplier number 2MS001 to YEL001, totaling \$1,781,277.41 be approved.

**CARRIED**

**STATEMENT OF FINANCIAL POSITION:**

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

**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 May 31, 2012 be received and accepted.

**CARRIED**

**TREASURER'S REPORT:**

Moved by D. Randell

Seconded by P. Carwell-Alexander

**Motion #3** That it be recommended to Council that the Clerk or Treasurer and Mayor be authorized to complete the necessary documents for a \$2.5 million loan with the Ontario Infrastructure and Land Corporation ("OILC") and approve borrowing By-law 2012-23 be received and accepted.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #4** That it be recommended to Council that the Treasurer's report regarding the 2012 AMO gas tax project be received and accepted.

**CARRIED**

Moved by S. Miller

Seconded by P. Gilliland

**Motion #5** That it be recommended to Council that the report received from the Senior Tax Clerk dated June 18, 2012 regarding write-offs for the 2011 taxation year be received and accepted.

**CARRIED**

**BUILDING INSPECTOR'S REPORT:**

Moved by S. Arnold

Seconded by J. DeGurse

**Motion #6** That it be recommended to Council that the report submitted from the County of Lambton regarding the building status for the month ending May, 2012 be received and accepted.

**CARRIED**

**DIRECTOR OF COMMUNITY SERVICES REPORT:**

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

**Motion #7** That it be recommended to Council that the monthly report dated June 12, 2012 submitted by the Director of Community Services be received and all recommendations contained within be accepted.

**CARRIED**

The Committee asked Mr. Hackett to prepare a report for Council's consideration as to policy for park models in the Township's three (3) campgrounds.

**DIRECTOR OF EMERGENCY SERVICES REPORT:**

Moved by S. Arnold

Seconded by D. Randell

**Motion #8** That it be recommended to Council that the report submitted from the Director of Emergency Services dated June 18, 2012 recommending to purchase a 20' x 7' x 7' enclosed trailer from T.J. Trailer Sales for \$9,543.00 plus taxes be received and accepted.

**CARRIED**

Moved by S. Miller

Seconded by J. DeGurse

**Motion #9** That it be recommended to Council that the report submitted from the Director of Emergency Services dated June 18, 2012 recommending the purchase of a High Pressure Air Compressor Unit from Compressor Systems for \$55,380.00 plus taxes be received and accepted.

**CARRIED**

The Committee proceeded to discuss Chief Dewhurst's Departmental Succession Plan.

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #10** That it be recommended to Council that the portion of the Fire Chief's report on Succession Planning that would automatically make the Acting Chief the Fire Chief on the Fire Chief's retirement be stricken from the report.

**CARRIED**

Moved by S. Miller

Seconded by D. Randell

**Motion #11** That it be recommended to Council that the report from the Director of Emergency Services recommending a Succession Plan for the Fire Department be tabled until the next meeting of Council.

**CARRIED**

## NEW BUSINESS:

Councillor Randell questioned the status of the offer of assistance by Kris Lee for the provision of an environmental studies student to assist with recycling programs at various community events. The Committee was advised by the Clerk that this information has been forwarded to the appropriate community festival organizers.

Hearing no further business, it was

Moved by S. Miller

Seconded by D. Randall

That the meeting of the Finance and Administration Committee do hereby adjourn.

The meeting adjourned at 5:30 p.m.

J. Agar,  
Chairperson

J. DeMars  
Secretary

## PUBLIC WORKS & OPERATIONS

### **AGENDA:**

#### **1. DECLARATION OF PECUNIARY INTEREST:**

#### **2. DIRECTOR OF PUBLIC WORKS REPORT:**

- Regional WWTP odor problems

#### **3. COORDINATOR OF OPERATIONS (WORKS) REPORT:**

- Monthly report dated June 8, 2012
- Slurry seal surface treatment
- Tar and chip surface treatment

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

- Waste and Recycle collection contract extension
- Tecumseh Road open cut

#### **5. COORDINATOR OF ENGINEERING REPORT:**

- Monthly report dated June 13, 2012
- Designation of construction zone

#### **6. DRAINAGE SUPERINTENDENT REPORT:**

- Monthly Report dated June 12, 2012

#### **7. NEW BUSINESS:**

#### **8. ADJOURNMENT:**

Chairperson Carswell-Alexander called the meeting to order at 5:30 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 D. Randell

Seconded by J. DeGurse

**Motion #1** That this Committee recommend to Council that the report received from the Director of Public Works & Operations regarding the Regional WWTP odor problems be received and accepted.

**CARRIED**

### **COORDINATOR OF OPERATIONS (WORKS) REPORT:**

Moved by J. Agar

Seconded by S. Arnold

**Motion #2** That this Committee recommend to Council that the monthly report of the Coordinator of Operations (Road/Drainage) dated June 8, 2012, be received and accepted as information.

**CARRIED**

Moved by D. Randell

Seconded by J. DeGurse

**Motion #3** That it be recommended to Council that the report from the Coordinator of Operations (Roads/Drainage) dated June 8, 2012 recommending waiving of the normal tendering process for 2012 resurfacing and approving the quoted price of \$2.49 per square meter from MSO Construction Ltd. from Rexdale, Ontario to complete the “Micro-Surfacing Treatment, Type III” on Moore Line (east limit of Mooretown to Waubuno Road) to be paid from the 2012 operations budget be received and accepted.

**CARRIED**

Moved by S. Arnold

Seconded by J. Agar

**Motion #4** That it be recommended to Council that the report from the Coordinator of Operations (Roads/Drainage) dated June 8, 2012 recommending waiving of the normal tendering process for 2012 resurfacing and approving the quoted price of \$5.92 per square meter from Lloyd’s Paving Ltd. from Reeces Corners to complete the 2012 tar and chip surface treatment at an estimated cost of \$33,263.00 be received and accepted.

**CARRIED**

The Committee discussed Mr. DePooter’s report dated June 13, 2012 regarding the current contracts for waste and recycle collection and processing service proposed for a seven (7) year extension. It was pointed out that the waste collection contract will inflate approximately 46% per year starting January 1, 2013 but that the price has been adjusted to provide for a 27% increase for the remaining two quarters of 2012.

Moved by P. Gilliland

Seconded by J. Agar

**Motion #5** That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated June 13, 2012 recommending that the current contract for Waste and Recycle Collection and Processing be extended for a 7 year term with a 6 month contract extension be received and accepted as amended.

**DEFEATED**

Moved by P. Gilliland

Seconded by J. Agar

**Motion #6** That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated June 13, 2012 recommending that the current contract for Waste and Recycle Collection and Processing be extended for a 7 year term with a 6 month contract extension be amended to provide for a Request for Proposal call during the 6 month extension.

**TABLED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #7** That the issue of the Waste and Recycle Collection and Processing be tabled for further discussion in the meeting.

**CARRIED**

Moved by D. Randell

Seconded by S. Miller

**Motion #8** That it be recommended to Council that the report received from the Coordinator of Operations (Road/Drainage) dated June 13, 2012 recommending approval of the request from Enbridge Gas Distribution to open cut Tecumseh Road for removal and reinstallation of a Natural Gas Line be received and accepted.

**CARRIED**

### **COORDINATOR OF ENGINEERING SERVICES 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 Engineering dated June 12, 2012 be received and accepted as information.

**CARRIED**

Moved by S. Arnold

Seconded by J. DeGurse

**Motion #10** That it be recommended to Council that the report of the Coordinator of Engineering dated June 12, 2012 recommending that a by-law be drafted to give the Director of Public Works the authority to designate a construction zone to allow the speed limit to be adjusted, and enforced, to an appropriate rate required for the duration of the construction period be received and accepted.

**CARRIED**

**DRAINAGE SUPERINTENDENT REPORT:**

Moved by D. Randell

Seconded by J. Agar

**Motion #11** That this Committee recommend to Council that the monthly report of the Drainage Superintendent dated June 12, 2012, be received and recommendations contained within be accepted.

**CARRIED**

The Committee reviewed the quotations received for the Dobie Drain improvements.

Moved by S. Arnold

Seconded by D. Randell

**Motion #12** That it be recommended to Council that the lowest quotation of \$13,992.00 (including net HST) from GJS Contracting (contractor) and \$8,191.82 (including net HST) from Atlantic Industries Limited (pipe supplier) for Dobie Drain improvements as a capital expense to the drain (Total = \$22,183.82)

**CARRIED**

**NEW BUSINESS:**

Councillor Miller brought to the Committee's attention that the carpool car parking area at the intersection of Lambton Line and Hwy. 40 that has been used for many years for area commuters has been closed by order of the MTO.

Moved by S. Arnold

Seconded by S. Miller

**Motion #13** That a letter be drafted for the Mayor's signature protesting the MTO's move to close the carpool parking facilities at the intersection of Lambton Line and Hwy. 40 with copies sent to MTO, the Minister of Transportation and the local MPP.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #14** That the issue of the Waste and Recycle Collection and Processing contract be lifted from the table.

**CARRIED**

Moved by J. Agar

Seconded by J. DeGurse

**Motion #15** That it be recommended to Council that the report received from the Coordinator of Operations (Roads/Drainage) dated June 13, 2012 recommending that the current contracts for Waste and Recycle Collection and Processing services be extended for a 7 year term be received and accepted.

**TABLED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #16** That it be recommended to Council that the issue of Waste and Recycle Collection and Processing be tabled and referred to Council.

**CARRIED**

Moved by S. Miller

Seconded by D. Randell

**Motion #17** That this meeting of the Public Works and Operations Committee do hereby adjourn.

**CARRIED**

The meeting adjourned at 6:00 p.m.

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P. Carswell-Alexander,  
Chairperson

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J. DeMars  
Secretary