

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

St. Clair Civic Centre
Committee Room 1
Aug 13, 2012
6:00 p.m.

The meeting of the Committee of the Whole was held, 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

FINANCE AND ADMINISTRATION

AGENDA:

**5:30 pm-Ashley Didone manager from Collins Barrow KMD Chartered accountants
2011 Audit**

6:15 pm Max Weiner –AFT-in camera property

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending July 31, 2012

3. STATEMENT OF FINANCIAL POSITION: for period ending July31, 2012

4. TREASURER’S REPORT:

A- 2011 Audit Independent and Findings Letter
A-1 -2011 Final Audit Consolidated Financial Statements St. Clair Township
A-2 -2011 Final Audit Trust Fund Financial Statements St. Clair Township
A-3- 2011 Final Audit Financial Statements St. Clair River Trail
A-4- 2011 Final Audit Financial Statements-The Moore Township Community
and recreational Foundation`
A-5 Frank Cowan Claim update

5. DEPUTY TREASURER/CO-ORDINATOR OF ACCOUNTING:

-Email addresses

6. BUILDING INSPECTOR’S REPORT:

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

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated, Aug 9, 2012

8. CLERK’S REPORTS:

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

10. NEW BUSINESS:

11. IN-CAMERA-PROPERTY

12. ADJOURNMENT:

Chairperson Agar called the meeting to order at 5:15 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

Moved by S. Arnold

Seconded by D. Randell

Motion #1 That this meeting of finance and Administration committee do commence early.

CARRIED

TREASURER'S REPORT:

The Treasurer introduced Ashely Didone manager of Collins Barrel KMD Chartered Accounts present to present the Townships 2011 Audited financial statements. Ms. Didone provided an overview of the various aspects of the audit results and the status of accounts including the Townships reserve fund accounts and expenditure streams. After the presentation it was

Moved by Pat Carswell Alexander

Seconded by Pete Gilliland

Motion#2 That it be recommended to Council that the 2011 year end Audit Independent and Findings Letter for year end December 2011 be received and approved and signed by the Mayor and Treasurer.

CARRIED

Moved by Pat Carswell Alexander

Seconded by Pete Gilliland

Motion #3 That it be recommended to Council

- That the 2011 Final Audit Financial Consolidated Financial Statements for St. Clair Township be received and approved.
- That the 2011 Final Audit Trust Fund Financial Statements for St. Clair Township be received and approved.
- That the 2011 Final Audit Financial Statements for St. Clair River Trail be received and approved.
- That the 2011 Final Audit Financial Statements for The Moore Township Community Recreation Foundation be received and approved.

CARRIED

GENERAL ACCOUNT: Month of July 31 2012

Moved by Jim Degurse

Seconded by Steve Miller

Motion #4 That this Committee recommend to Council that General Accounts for the month of July, starting with supplier number ABR001 to YEL001, totaling \$2,022,890.67 be approved.

CARRIED

Moved by D. Randell

Seconded by J. Degurse

Motion # 5 That it be recommended to Council that the information from the Treasurer dated Aug 7 2012 on the claim for Lori Ashton be received as information.

CARRIED

STATEMENT OF FINANCIAL POSITION:

Moved by S. Miller

Seconded by P. Carswell Alexander

Motion #6 That it be recommended to Council that the Statement of Financial Position for period ending July 31, 2012 be received and approved.

CARRIED

DEPUTY TREASURE/CO-ORDINATOR OF ACCOUNTING REPORT:

Moved by P. Carswel Alexander

Seconded by D. Randell

Motion #7 That this committee recommend to Council the Deputy Treasurer/Coordinator of Accounting report be received as information.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #8 That it be recommended to Council that the Building report comparison for the Month ending July 2012 be received as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #9 That it be recommended to Council that the monthly report dated Aug 9, 2012 submitted by the Director of Community Services be received and all recommendations contained within be accepted. except for the recommendations regarding the air conditioning claim which was denied.

CARRIED

The committee discussed the possibility of partnering with St. Clair Conservation Authority to fund a shore line program at Marshy Creek Park to Control fragmittes growth

Moved by P. Carswel Alexander

Seconded by D. Randell

Motion #10 That staff be authorized to proceed with the partnership with the St. Clair Conservation Authority and The Great Lakes Guardin Community Fund to attempt to attempt to control fragmittes growth on the shore line of Marshy Creek Park to an upset budget limit of three thousand dollars.

CARRIED

Moved by D. Randell

Seconded by P. Gilliland

Motion #11 That the meeting enter an in camera session to discuss a property issue

CARRIED

The meeting was declared back in session

Moved by J. Degurse

Seconded by D. Randell

Motion #12 That this meeting of the Finance and Administration committee do hereby adjourn.

CARRIED

Meeting Adjourned 5:50pm

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

Rokeby Line Project- Tender Opening
Rokeby Line Project-Tender Results
Reg WWPT-Ordour Control

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated Aug 8, 2012

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated August 8, 2012
-Bear Creek Bridge on Stanley Line

5. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated Aug 8, 2012

6. NEW BUSINESS:

7. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 5:50 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 P. Gilliland

Seconded by J. Agar

Motion #1 That it be recommended that council instructs the Director of Public Works to select the lowest (but no more than 7.5% over budget), qualified tender for the Rokeby line Project and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #2 That it be recommended to council that the tender submitted by Clarke Construction Inc. of Blenheim in the amount of \$1,071,468.28 for the Rokeby line Project be accepted as per the Monday July 23, 2012 report from the Director of Public Works (attached thereto) and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by P. Gilliland

Seconded by S. Arnold

Motion #3 That the report from the Director of Public works Larry Burnham dated Aug 8, 2012 on Regional WWTP Odour Problems be received as information.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Arnold

Seconded by J. Degurse

Motion #4 That it be recommended to Council that the monthly report of the Coordinator of Public Works, (Operations) report dated Aug 8, 2012 be received as information.

CARRIED

In discussion's of Mr. Depooters report the members of the committee were critical of Shoulder Stone retrieval process taken place recently with borrowed County equipment. The consensus of the committee was that benefits of the use of such equipment are marginal relative to the possibility of damage to the paved surface of the road. Staff was asked to cease operation of such process.

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. Agar

Seconded by J. Degurse

Motion #5 That it be recommended to Council that the monthly report of the Coordinator of Public Works, (Engineering) report dated Aug 8, 2012 be received as information.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #6 That the information received from MacIntosh Perry regarding the Stanley lie Bridge across Bear Creek be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by J. Degurse

Motion #7 That it be recommended to Council that the monthly report of the Drainage Superintendent dated August 8, 2012 be received as information and the recommendations contained therein be approved.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #8 Permission to trap in Township sanitary sewer Lagoons and road side ditches be denied as potential safety hazard.

CARRIED

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

Motion #9 That the meeting of the Public Works and Operation Committee do hereby adjourn.

CARRIED

The meeting adjourned at 6:00 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary