

**COMMITTEE OF THE WHOLE
FINANCE & ADMINISTRATION COMMITTEE**

St. Clair Civic Centre
Committee Room 1
December 6, 2012
5:00 p.m.

The meeting of the Finance and Administration Committee was held December 6, 2012 with the following people present:

	J. Agar,	Chairperson, Finance & Administration
	S. Arnold,	Mayor
	P. Gilliland	Deputy Mayor
	S. Miller,	Councillor
	J. DeGurse,	“
	D. Randell,	“
	P. Carswell-Alexander	“
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
	R. Dewhirst	Fire Chief

FINANCE AND ADMINISTRATION

AGENDA:

1. Opening Remarks – John Rodey, CAO 5:00-5:10
- Charles Quenneville, Treasurer
2. Capital Budget
 - A) Fire department presentation 5:10- 5:20
 - B) Community Service presentation 5:20- 6:00
 - C) Public Works 6:00-6:45
3. Capital Budget Wrap-up 6:45-7:00

This meeting of Finance and Administration Committee was called to review first draft of the 2013 Capital Budget.

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 CAO and the Treasurer provided a brief preamble to the presentation of the draft 2013 budget and then the meeting was turned to the various department heads to explain their recommended Capital projects for next year. In the preamble Mr. Rodey advised that each department head has listed the possible capital expenditures and list of priority with the highlight line representing the total departmental expenditure for Capital projects approved by Council in 2012.

Committee reviewed with Chief Dewhirst his departmental needs after his submission it was

Moved by S. Arnold

Seconded by D. Randell

Motion #1: That it be recommended to Council that the life cycle costing identified project 2013-05 be reduced to \$170,000 project #2013-06b Brigden Fire Hall replacement with a flat roof in the amount of \$130 000 and project #2013-07 back up generators totaling 15 000 be deleted from the draft 2013 capital budget.

CARRIED

Mr. Hackett presented his draft budgets for various expense centers under his department.

Moved by J. Degurse

Seconded by D. Randell

Motion #2: That it be recommended to Council that the annual reserve contribution to the Complex identified as projects #2013-15 and 2013-16 be increased to \$125,000.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #3: That it be recommended to Council that project identified as 2013-30 parks equipment reserve be established at \$50 000 with Council to determine throughout the year items to be purchased from this reserve fund.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #4: That it be recommended to Council that line item 2013-50 being health centre establishment at a cost of \$300 000 be included in the draft 2013 capital budget.

CARRIED

Moved by S. Arnold

Seconded by J. DeGurse

Motion #5: That it be recommended to Council that line items 2013-85 Brander Park parking lot paving to trail and line item 2013-86 trash receptacles in the amount of \$15 000 and \$9 000 respectively be included in the 2012 capital budget.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #6: That it be recommended to Council that budget items 2013-51 Civic Centre light replacement and item 2013-52 Civic Centre painting in the amount of \$7500 and \$7500 respectively be included in the draft 2013 capital budget.

CARRIED

Moved by D Randell

Seconded by P. Carswell-Alexander

Motion #7: That it be recommended to Council that line items 2013-51 and 2013-60 being Brigden library floor replacement and the Wilkesport library upgrades be included in the draft 2013 capital budget

CARRIED

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #8: That it be recommended to Council that line item 2013-67 painting of the Bury House building in the amount of \$10 000 be included in the 2013 capital budget.

CARRIED

Moved by S. Arnold

Seconded by Carswell-Alexander

Motion #9: That it be recommended to Council that one mower replacement identified in line item 2013-70 in the amount of \$15 000 and Branton Cundick Park drainage identified as line item 2013-71 in the amount of \$5 000 be included in the draft 2013 capital budget.

CARRIED

Moved by S. Arnold

Seconded by Carswell-Alexander

Motion #10: That it be recommended to Council that that line item 2013-99 being the 2012 road and drainage debenture payment 2013-100 being the Bridgen Road reconstruction from Kerr Line to Smith Line and budget item 2013-106 being the Fourth Street Courtright reconstruction be included in the draft 2013 capital budget.

CARRIED

Committee asked staff for a report on the condition and estimated life expectancy of the watermain on the St. Clair Parkway south of County Road 80.

Moved by S. Arnold

Seconded by Carswell-Alexander

Motion #11: That it be recommended to Council that line items 2013-150 being the bridge inspection report and line items 2013-153 being the Stanley Line Bear Creek Bridge be included in the draft 2013 capital budget.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #12: That it be recommended to Council that line item 2013-201 being the Fourth Street, Milton Street to North limit, storm drain replacement be included in the draft 2013 capital budget.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #13: That it be recommended to Council that project identifies as line item 2013-250 to 2013-255 inclusive be included in the draft 2013 capital budget.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #15: That it be recommended to Council that budget line items 2013-401, 2013-402, 2013-404 and 2013-451 be included in the draft 2013 capital budget

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #16: That it be recommended to Council that staff be requested to provide a report for Councils consideration on budget line items 2013-403 and 2013-405 being purchase of a single axle three ton truck and a rubber tire excavator to justify such potential Capital expense

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #17: That it be recommended to Council that budget line items 2013-503, 2013-504 and item 2013-600 be included in the draft 2013 capital budget

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #19: That the revised draft 2013 capital budget be referred to Council for its consideration.

CARRIED

Mr. Burnham discussed with the Committee the possible participation with Municipal Infrastructure Investment Initiative with possible project identified as the slope stability project for the area of the St. Clair Parkway between Bickford Line and the Oil Springs Line the project is estimated to cost approximately \$875 000 and involves the shifting of the north bound lane to the east. Mr. Burnham discussed with the Committee three possible cost splits between the Municipality and the Province. Consensus of Council was to apply for project funding with 90% of the project cost from the Province and 10% of the project cost from the Municipality. Mayor Arnold advised that he would discuss this potential project with the Deputy Minister of Transportation at a meeting scheduled for December 20, 2013

Council was briefed by the CAO of recent information from AON insurance brokers that AON has closed its Sarnia office. AON is currently the broker for the Township's Sunlife policy that provides employee benefits and as well is the broker for the Cowan Entities general insurance policies. Mr. Rodey advised of the excellent service that has been experienced from AON's local Sarnia office in the past but is disappointed that AON has chosen to close this office and offer support service from its London office. Sunlife employee benefit insurance has been transferred to Mr. Scott Ewing who as a past employee of AON is familiar with the Townships insurance portfolio both from the employee benefits coverage as well as the Cowan Entities general insurance.

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #20: That it be recommended to Council that the Cowan general insurance policy be transferred to Scott Ewing as the broker of record.

CARRIED

The Clerk advised of need to discuss and legal issue in camera.

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #21: That this meeting enter an in camera session to discuss a legal issue.

CARRIED

Meeting returned to order

Moved by S. Miller

Seconded by D. Randell

Motion #24: That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 7.30 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary