

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

St. Clair Civic Centre
Committee Room 1
February 19, 2013
2:30 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
	L. Burnham	Director of Public Works, Operations & Engineering
	G. Hackett	Director of Community Services
	J. Baranek	Deputy Clerk, Coordinator of Planning
	W. Anderson	Assistant Fire Chief

FINANCE AND ADMINISTRATION

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

In Camera

-Legal – P. Pickfield

-Personnel – G Hackett

3:00 – Mary Ann Buntrock-Children’s Safety Village

2. GENERAL ACCOUNTS:

Month ending December, 2012

Month ending January, 2013

3. TREASURER’S REPORT:

A-1 – Accounts payable invoices

A-2 – Shell assessment appeal

A-3 – Napanee Mediation

A-4 – Photocopier quote

A-5 – AMO-Policing

4. ASSISTANT FIRE CHIEF

-Fire Department Activity

5. BUILDING INSPECTOR'S REPORT:

- B-1 – Building permits year end summary
- B-2 - Building Permit Reports for the month ending January 2013

6. CLERK'S REPORTS:

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

8. NEW BUSINESS:

9. ADJOURNMENT:

Chairperson Agar called the meeting to order at 2:30 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Moved by S. Miller

Seconded by P. Gilliland

Motion #1 That the meeting enter an in camera session to discuss a legal issue.

CARRIED

Meeting returned to order

Mary Anne Buntrock Chair of the Lambton Childrens Safety Village Committee was present to bring Council up to date on the activities of the Committee relative to fundraising and site design, and with a request to Council for an appointment of a Council representative to the Safety Village Committee, assignment of a Municipal mailing address, an effort to initiate a lease process and the need to obtain a topographic survey of the property. Ms. Buntrock presented the latest design concept as well as the listing of the 2013 goals, as well as the various levels of donor contributions. In response to the Committees question Ms. Buntrock stated that to date the Committee has raised approximately \$20,000.00 with the hopes of starting a Chemical Valley Industry campaign shortly. In regards to the request relative to the lease the Clerk reminded Ms. Buntrock of an earlier suggestion to obtain leases for similar Safety Village facilities to use as a template in drafting the current lease. Mayor Arnold suggested that perhaps the lawyer that the Safety Village Committee hopes to retain could perhaps draft the first draft of the corresponding lease.

Moved by S. Arnold

Seconded by J. DeGurse

Motion #2 That Councillor Jeff Agar be appointed as the Township representative on the Lambton Children's Safety Village Committee.

CARRIED

GENERAL ACCOUNTS:

The Committee reviewed the list of General Accounts as listed on the Agenda.

Moved by D. Randell

Seconded by S. Miller

Motion #3 1 That this Committee recommend to Council that General Accounts for the month of December 2012, starting with supplier number ACK001 to XER003, totaling \$297,510.97 be approved.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #4 2 That this Committee recommend to Council that General Accounts for the month of January 2013, starting with supplier number 407001 to YEL001, totaling \$1,229,732.51 be approved.

CARRIED

TREASURER'S REPORT:

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion # 5 That it be recommended to Council that the report A-1 dated February 7, 2013 submitted by the Treasurer be received.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion#6 That it be recommended to that the Township of St. Clair support the efforts of the County of Lambton to take an active role in the pre-hearing and engage MTE and Walker Poole Nixon LLP to review and assist MPAC in the Shell Canada Products assessment appeal.

CARRIED

Moved by Pat Carswell-Alexander

Seconded by J. DeGurse

Motion #7 That it be recommended to Council that OPG Mediation update, Report A-3 be received.

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #8 That it be recommended to Council that St. Clair accepts the tender from Xerox for Work Centre 5755 for a lease a monthly payment of \$71.07 and a cost per copy of .0063 cents for seven years for one photocopier and authorize the Treasurer to sign the lease.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #9 That it be recommended to Council that the report on AMO policing update be received.

CARRIED

ASSISSTANT FIRE CHIEF:

Moved by S. Arnold

Seconded by J. DeGurse

Motion #10 That it be recommended to Council that the report dated February 14, 2013 submitted by the Assistant Fire Chief be received and accepted.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by P. Gilliland

Seconded by S. Miller

Motion #11 That it be recommended to Council that the Building report comparison for the Month ending December, 2012 and year ending 2012 be received as information.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #12 That it be recommended to Council that the Building report comparison for the Month ending January, 2013 be received as information.

CARRIED

CLERK'S REPORT:

The Clerk and the Treasurer discussed with Committee the current practice under the Townships Property Standards By-law to impose a 100% administrative surcharge on any expenditures incurred by the Municipality in carrying out a Property Standards investigations and orders. Staff suggested that perhaps the administration fee could be reduced to a maximum of \$10,000.00.

Moved by S. Arnold

Seconded by P. Gilliland

Motion #13 That it be recommended to Council that the upper limit administration charge on recoverable Property Standards charges be established at 100% to a maximum of \$5,000.00 in a moving forward position for all cost have yet to be billed and that the Property Standards By-law be amended accordingly.

CARRIED

Hearing no further business is was

Moved by S. Miller

Seconded by D. Randall

Motion #14 That the meeting of the Finance and Administration do hereby adjourn.

CARRIED

The meeting adjourned at 4:05 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Hill Street/Petrolia Line Paved Bicycle Path Cost
- Eastern Power Ltd. – Evaluation of Wastewater Generation

3. COORDINATOR OF OPERATIONS (WORKS AND WATER/WASTE WATER) REPORT:

- Monthly report dated Feb 3, 2013
- Anti-icing
- Sharpe street lights
- Water/sewer credit – Beauchamp
- Water/sewer credit – McClintoch
- Watermain connection agreement – Sarnia
- Genesis Pipeline (Nova) encroachment agreement

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated Feb 12, 2013
- St. Clair Trail
- Church St. renovation

5. DRAINAGE SUPERINTENDENT REPORT:

-Monthly report dated Feb 13, 2013

6. NEW BUSINESS:

7. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 4:05 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. Agar

Motion #1 That it be recommended to Council that the report of the Director of Public Works regarding the paved bicycle path on Hill St./Petrolia Line dated February 19, 2013 be received as information and further that the Townships cost share for the project be established at \$114,899.91.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #2 That it be recommended to Council that the report of the Director of Public Works on Eastern Power – Evaluation of Wastewater Generation dated February 19, 2013 be received as information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #2a That it be recommended to Council that any connection for the Eastern Power Plant on Oil Springs Line be made directly into the Regional Waste Water Treatment Plant and not into the Courtright Sanitary Sewer Infrastructure.

CARRIED

COORDINATOR OF OPERATIONS (WATER/WASTEWATER) REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #3 That it be recommended to Council that the monthly report of the Coordinator of Operations (Works) dated February 13, 2013 be received as information.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #4 That it be recommended to Council that the report of the Coordinator of Operations (Works) dated February 13, 2013 on anti-icing be received as information.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion #5 That it be recommended to Council that the yard light at the Sharpe property south of the Courtright Sewage Treatment Plant is replaced with a conventional yard light complete with light deflector

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #6 That it be recommended to Council that Ray and Ann Beauchamp at 1013 St. Clair Parkway received a credit of \$145.12 on their December 2012 water/sewer bill.

CARRIED

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #7 That it be recommended to Council that Kim and Kirk McClintock at 340 Aintree Court received a credit of \$606.30 on their January 2013 water/sewer bill.

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #8 That it be recommended to Council that an agreement between the City of Sarnia and St. Clair Township be provided to accommodate a 200mm diameter meter water connection between St. Clair Township and the City of Sarnia/Aamjiwnaang First Nations, at LaSalle Line and Tashmoo Avenue, and that the connection is turned on only after final Installation of appropriate metering equipment.

CARRIED

Moved by J. Agar

Seconded by S. Miller

Motion #9 That it be recommended to Council that an encroachment agreement between the St. Clair Township and Genesis Canada Ltd. (Nova Chemical Canada Ltd) 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 D. Randell

Seconded by J. DeGurse

Motion #10 That it be recommended to Council that the monthly report of the Coordinator of Engineering dated February 13, 2013 be received as information.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #11 That it be recommended to Council that the Township's Engineering Department be responsible for the engineering design, tendering and contract administrative works, including location and required drainage works, of the St. Clair River Trail from limit at the North end of Brander Park Road to Whitebread Line, with the cost to be billed to the St. Clair River Trail Committee for reimbursement.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #12 That it be recommended to Council that the Contractor be directed to supply, place and compact Granular 'A' material along the south side of Church Street, extending from St. Clair Parkway to Cross Street approximately 200 metres from the south shoulder of Church Street to the North edge of the new walkway.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by P. Gilliland

Motion #13 That it be recommended to Council that the monthly report of the Drainage Superintendent dated February 13, 2013 be received as information and the recommendation contained therein be approved.

CARRIED

NEW BUSINESS

Staff was requested to contact the County regarding damage to the Welcome to Corunna sign. Also staff was asked to prepare a report on the condition of the West French Line following the recent excavation of the Sweeney drain. Mayor Arnold also provided a verbal report to Council on the recent Sustainability Conference sponsored by the Federation of Canadian Municipalities in Windsor.

Committee of the Whole
Meeting Minutes February 19, 2013

Hearing no further business it was

Moved by Miller

Seconded by D. Randell

Motion #14 That this Meeting of the Public Works and Operations Committee hereby
adjourn.

CARRIED

The meeting adjourned at 4:45 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary