

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

St. Clair Civic Centre
Committee Room 1
December 16, 2013
3:00 p.m.

The meeting of the Committee of the Whole was held Monday December 16, 2013 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	Fire Chief

FINANCE AND ADMINISTRATION

AGENDA

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending November, 2013

3. STATEMENT OF FINANCIAL POSITION: for period ending November, 2013

4. TREASURER’S REPORT:

- A-1 2014 Ontario Municipal Partnership fund
- A-2 Revised 2014 Capital Budget after December 5, 2013 Meeting
- A-3 Detail Financial on the Emergency Golf Tournament
- A-4 Farm tender for 2914 Telfer Property
- A-5 2013 Auditor Term of Engagement Letters
- A-6 Ontario Release Long-Term Energy Plan
- A-7 Clean Harbour Tipping Fees

5. TAX COLLECTOR REPORT:

Ownership Dispute-Part Lot 16, CON 13, geographic Township of Sombra

6. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending November 2013

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated December 12, 2013

8. FIRE CHIEF'S REPORT:

Monthly report dated December 11, 2013

9. CLERK'S REPORTS:

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

11. NEW BUSINESS:

12. ADJOURNMENT:

Chairperson Agar called the meeting to order at 3:00 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS: Month of 2013

The Committee reviewed the list of General Accounts

Moved by S. Miller

Seconded by D. Randell

Motion #1 That this Committee recommended to Council that General Accounts for the month of November 2013, starting with supplier number 119001 to ZGC001 totaling \$1,932,009.02 be approved.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending November, 2013.

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #2 That it be recommended to Council that the Statement of Financial Position for period ending November, 2013 be received and approved.

CARRIED

TREASURER'S REPORT:

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion #3 That it be recommended to Council that the 2014 Ontario Municipal Partnership Fund report be received.

CARRIED

The Treasurer provided to the Committee an over view of the components that make up the calculation of the Ontario Municipal Partnership Fund and the Townships relative position in comparison to other area municipalities. It was pointed out that generally rural municipalities are receiving a reduced grant funding where urban municipalities are experiencing an increase.

The Committee reviewed the revised 2014 Capital budget following the December 5, 2013 meeting.

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Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #4 That it be recommended to Council that the revised 2014 Capital budget report after the December 5, 2013 special Committee meeting be received, as amended to table the possible purchase of a motor grader.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #5 That it be recommended to Council that the portion of the roads department equipment budget relative to the possible purchase of a new motor grader be tabled.

CARRIED

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion #6 That it be recommended to Council that the Shell Health Centre surplus of \$20,071 in 2013 be transferred into reserves to be applied against project 2014-36 for roof replacement.

CARRIED

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion #7 That it be recommended to Council that the financial analysis on the Emergency Services Golf Tournament for 2013 be received and that unused golf tournament proceeds be transferred into reserve.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #8 That it be recommended to Council that the tenders for the 2014 Telfer property be rejected and re tender for four years in the fall of 2014.

CARRIED

Moved by S. Miller

Seconded by J. DeGurse

Motion #9 That it be recommended to Council that Council authorize the Mayor to sign the following engagement letter for the 2013 Consolidated Financial Statement, Trust, St. Clair River Trail and the Moore Township Community and Recreational Foundation.

CARRIED

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

Motion #10 That it be recommended to Council that the Ontario release long term energy plan be received.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #11 That it be recommended to Council that the report on Clean Harbor Tipping Fees for the past year be received.

CARRIED

TAX COLLECTOR REPORT:

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #12 That it be recommended to Council that Council follow GMSB course of action and have the Teeters convey the parcel to the Township; attempt to close the road and then offer it and the closed road allowance for sale to the Sheppards.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by P. Gilliland

Seconded by D. Randell

Motion #13 That it be recommended to Council that the Building report comparison for the Month ending November, 2013 be received as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by D. Randell

Seconded by J. DeGurse

Motion #14 That it be recommended to Council that the December 12, 2013 report of the Director of Community Services together with the recommendations contained therein be received and approved.

CARRIED

DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by P. Gilliland

Seconded by S. Miller

Motion #15 That it be recommended to Council that the monthly report from the Fire Chief dated December 10, 2013 be received as information.

CARRIED

In discussion of Chief Anderson's report the Committee requested a report on the building code requirements for multiple residential units known as mid rise that can be up to six stories in height and built primarily with wood materials.

Hearing no further business

Moved by S. Miller

Seconded by D. Randell

Motion #16 That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

Meeting adjourned 4:00 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

DEPUTATION:

4:00 pm Hydro One

-Presentation to Brander Park Splash Pad Committee

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- LGS – Potable water request
- St. Clair Parkway realignment
- Drinking Water Quality
- McCallum Line – water request

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated December 11, 2013

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated December 10, 2013
- Asset management plan
- Youssef subdivision – Phase 1

5. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated December 11, 2013

6. NEW BUSINESS:

7. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 4:15 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 request from Lambton Generating Station (LGS) for additional potable water flow be approved as the hydraulic analysis performed by Stantec Consulting Limited indicated that the requested flow will not adversely impact the St. Clair Township distribution system.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #2 That it be recommended to Council that the report from the Director of Public Works on Re-application of St. Clair Parkway road re-alignment due to slope instability be received as information.

CARRIED

Moved by S. Arnold

Seconded by J. DeGurse

Motion #3 That it be recommended to Council that the report from the Director of Public Works on drinking water quality management system be received as information.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #4 That it be recommended to Council that Council confirms the existing rural water connection costs in the former Township of Sombra.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by P. Gilliland

Motion #5 That it be recommended to Council that the monthly report of the Coordinator of Operations dated Dec 11, 2013 be received as information.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by D. Randell

Seconded by J. DeGurse

Motion #6 That it be recommended to Council that the monthly report of the Coordinator of Engineering dated December 10, 2013 be received as information.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #7 That it be recommended to Council that the Asset Management Plan currently prepared for roads, bridges, water and sewers be accepted by Council and be put on file with the Ministry of Municipal Affairs and Housing - Province of Ontario before December 31, 2013.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #8 That it be recommended to Council that Council adopts the plan as an input into the annual budget process necessary to facilitate Council in their decision making process: and,

That the Asset Management Strategies as attached be updated from time to time in accordance with changes to best management practices, technology, financial constraints and the outcome of asset condition assessments.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #9 That it be recommended to Council that St. Clair Township assumes the works for Youssef Subdivision, Phase 1 in the former Township of Moore. All securities were returned in May 2012 as per Motion #33 of the June 4, 2012 St. Clair Township Council meeting.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by J. DeGurse

Seconded by J. Agar

Motion #10 That it be recommended to Council that the monthly report of the Drainage Superintendent dated Dec 11, 2013 be received as information and the recommendations contained therein be approved.

CARRIED

The Committee questioned the portion of Mr. Neely's report relative to the Scott Drain and directed staff to insure that the excavation on the Scott Drain is done from the field side and not from the road side. Staff also responded that the drainage work on Fane Street involving the catch basin installation and a road crossing being done at the expense of the road authority. Councillor Miller also inquired as to the protocol of the installation of the Christmas decorations in Corunna. The Committee was advised that the Christmas decorations had been financed from previous BIA funding and the Township provides for the installation services. Councillor Miller also questioned the Townships recruitment and hiring practices that seem not to give preference to township residents.

Mr. Burnham briefed the Committee on the possibility of the transfer to the township of a portion the Hydro One corridor from the Brigden Road east to the Brigden elementary school. Hydro One is proposing to post the environmental assessment on the property for a thirty day period and it was noted that the transfer will be made to the Township at no cost.

Moved by S. Arnold

Seconded by D. Randell

Motion #11 That it be recommended to Council that staff be instructed to proceed with the possible transfer of a portion of the Hydro One right of way in Brigden from the Brigden Road to the Brigden elementary School with the transfer to be made to the Township at no cost.

CARRIED

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

Motion #12 That this meeting of the Public Works and Operation Committee do hereby adjourn.

CARRIED

The meeting adjourned 4:35 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary

