

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

St. Clair Civic Centre
Committee Room 1
February 18, 2014
3:00 p.m.

The meeting of the Committee of the Whole was held Monday, 2014 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- Absent
	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 January, 2014

3. STATEMENT OF FINANCIAL POSITION:

4. TREASURER’S REPORT:

A-1 – volunteers A D & D insurance
A-2 – CKLAG – banking proposal
A-3 – 2014 CVA reassessment
A-4 – MFOA – 2014 Federal budget

5. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Report – 2013 summary

6. FIRE CHIEF/EMERGENCY SERVICES REPORT

-Monthly report dated February, 2014

7. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated February 14, 2014

7. CLERK’S REPORTS:

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

9. NEW BUSINESS:

10. 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 January 2014

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 January 2014, starting with supplier number AVD004 to XPL001 totaling \$1,331,242.58 be approved.

CARRIED

TREASURER'S REPORT:

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #2 That it be recommended to Council that Council approve Frank Cowan Company new volunteer's accidental death and dismemberment insurance coverage to volunteers base on Council appointments of citizens to representatives to various external boards and non board volunteers for all museums, community halls and athletic park boards.

TABLED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #3 That it be recommended to Council that the issue of the possible purchase of accidental death and dismember insurance for township volunteers be tabled pending further staff review and input form the various community hall boards.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #4 That it be recommended to Council that the CKLAG banking R.E.P. proposal be received.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #5 That it be recommended to Council that the CVA 2014 reassessment reports be received.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #6 That it be recommended to Council that the 2014 Federal Budget: The road to balance: Creating jobs and opportunities be received.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Arnold

Seconded by J. DeGurse

Motion #7 That it be recommended to Council that the Building report comparison for the year ending December, 2013 be received as information.

CARRIED

FIRE CHIEF/EMERGENCY SERVICES REPORT:

Moved by D. Randell

Seconded by P. Carswell-Alexander

Motion #8 That it be recommended to Council that the monthly report from Fire Chief Anderson be received.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #9 That it be recommended to Council that the Fire Chief be authorized to proceed with the purchase of a generator set for the Corunna Fire Station from the proceeds of the grant from Enbridge Gas.

CARRIED

Moved by P. Carswell-Alexander

Seconded by S. Miller

Motion #10 That it be recommended to Council that Pete Moran be appointed to the Captains position at the Port Lambton Station, Justin Hagan be appointed to the Captains position at the Courtright Station, and Dave York be appointed as the District Deputy Fire Chief for the Corunna Station.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by J. DeGurse

Seconded by D. Randell

Motion #11 That it be recommended to Council that the Director of Community Services report dated February 14, 2014 be received.

CARRIED

Moved by J. DeGurse

Seconded by D. Randell

Motion #12 That it be recommended to Council that Council authorize the Director of Community Services to advertise as required for the replacement for the Facilities Coordinator and approve a maximum 2 month transition period.

CARRIED

Moved by S. Miller

Seconded by J. Randell

Motion #13 That it be recommended to Council we enter into a two year trial contract with Golf Now to try out this proposed service.

CARRIED

The Committee reviewed Mr. Hackett's report on the purchase of 10 new golf carts and the disposal 10 used golf carts.

Moved by S. Arnold

Seconded by D. Randell

Motion #14 That it be recommended to Council that the purchase of 10 new carts be purchased from Club Car at a cost of \$4200.00 each and that 10 used golf carts be sold to Canadian Cart Sales at the price of \$1450.00 per cart.

CARRIED

NEW BUSINESS:

Mayor Arnold provided Mr. Hackett with information obtained regarding portable washrooms. It was suggested that Mr. Hackett investigate the supplier for possible installation at parks such as the Courtright park. Councillor Randell advised of an opportunity to host a commercial pesticide application course in exchange for the ability of two township employees to attend the course at no cost.

Moved by D. Randell

Seconded by S. Arnold

Motion #15 That it be recommended to Council that the St. Clair Township be a willing host to host the commercial herbicides course in exchange for the opportunity for two township employees to attend the course at no cost.

CARRIED

Comm of the Whole
February 18, 2014

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

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

The meeting adjourned at 3:50 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated February 12, 2014
- Nova Chemicals – temporary access
- Municipal dock – lease
- Buckingham Road closure – request
- Equipment replacement schedule

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated February 12, 2014

5. WATER/WASTE WATER SPECIALIST/ORO REPORT:

- Sombra Village watermain
- Sanitary sewer backflow valve

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated February 12, 2014

7. NEW BUSINESS:

8. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 3:40 p.m. and asked members to declare any conflict of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #1 That it be recommended to Council that the monthly report of the Coordinator of Operations dated February 12, 2014 be received as information.

CARRIED

Moved by S. Miller

Seconded by J. DeGurse

Motion #2 That it be recommended to Council that Council approve the request from Nova Chemicals Canada for a temporary access driveway at 807 St. Clair Parkway, and that a refundable security deposit in the amount of \$10,000.00 is received.

CARRIED

Moved by D. Randell

Seconded by J. Agar

Motion #3 That it be recommended to Council that the municipal dock usage agreement between St. Clair Township and Southwestern Sales Corporation Ltd. for rental of the Township owned stone dock south of Sombra be renewed, and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #4 That it be recommended to Council that Council approve the request from the Wallaceburg District Secondary School to allow a temporary closure of Buckingham Road from Whitebread Line to Lambton Line to accommodate the Tinman Triathlon from 8:00 am until 11:00am on Thursday May 22, 2014

CARRIED

Moved by J. DeGurse

Seconded by S. Arnold

Motion #5 That it be recommended to Council that the report of the Coordinator of Operations on equipment replacement schedule dated February 12, 2014 be received as information.

CARRIED

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. Agar

Seconded by J. DeGurse

Motion #6 That it be recommended to Council that the monthly report of the Coordinator of Engineering services dated February 12, 2014 be received as information.

CARRIED

WATER/WASTE WATER SPECIALIST/ORO REPORT:

Moved by S. Arnold

Seconded by S. Miller

Motion #7 That it be recommended to Council that a recommendation be forwarded to Lambton Area Water Supply System (LAWSS) that the ownership be transferred from St. Clair Township to LAWSS, of approximately 1,100 meters of 300 mm diameter water main located on St. Clair Parkway in Sombra Village between Bentpath Line and 3548 St. Clair Parkway.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #8 That it be recommended to Council that Council approve a requirement for installation of backwater valves on new sanitary services.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Arnold

Seconded by J. Agar

Motion #9 That it be recommended to Council that the Drainage Superintendents recommendation regarding the Allingham Drain be tabled for further input from Nova Chemical.

CARRIED

Moved by D. Randell

Seconded by J. Agar

Motion #10 That it be recommended to Council that the monthly report of the Drainage Superintendent dated February 12, 2014 be received as information, and recommendations, with the exception of the recommendation regarding the Allingham Drain, be approved

CARRIED

NEW BUSINESS:

Mr. Burnham advised of receiving two odor complaints relative to the Regional Waste Water Treatment Plant. Apparently the bio air unit froze causing a malfunction. Mr. Burnham pointed out that remediation measures are being taken to avoid any future occurrence of this equipment failure.

Hearing no further new business it was

Moved by S. Miller

Seconded by D. Randell

Motion #11 That this meeting of the Pubic works and Operation Committee do hearby adjourn.

CARRIED

The meeting adjourned at 4:10 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary