

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

St. Clair Civic Centre
Committee Room 1
March 17, 2014
3:00 p.m.

The meeting of the Committee of the Whole was held Monday March 17, 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
	S. Miller,	Councillor
	J. DeGurse,	“
	D. Randell,	“
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Director of Finance/Treasurer- Absent
	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 February, 2014

3. STATEMENT OF FINANCIAL POSITION: for period ending February, 2014

4. TREASURER’S REPORT:

A-1 – St. Clair River Trail - grant
A-2 – AMO Municipal liability
A-3 – 2014 Operating Budget

5. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit Reports for the month ending February 2014

6. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated March 13, 2014

7. FIRE CHIEF REPORT:

Monthly report dated March, 2014

8. CLERK’S REPORTS:

9. C.A.O.’S REPORTS:

10. NEW BUSINESS:

11. ADJOURNMENT:

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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 February 2014

The Committee reviewed the list of General Accounts

Moved by S. Miller

Seconded by D. Randell

Motion #1 That this Committee recommend to Council that General Accounts for the month of February 2014, starting with supplier number to ABR001 totaling \$1,382,628.17 be approved.

CARRIED

TREASURER'S REPORT:

Moved by P. Gilliland

Seconded by D. Randell

Motion #2 That it be recommended to Council that Council approves a grant of \$100,000 to the St. Clair River Trail to be financed from the St. Clair Education and Environment Reserve Fund for the 2013 fund raising year.

CARRIED

Deputy Mayor Gilliland lead the Committee in a discussion if the St. Clair River Trail could extend the Townships contribution to the trail over a two year period in view of the federal grant approved.

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

Motion #3 That it be recommended to Council that the St. Clair River Trail Committee be requested to provide a financial status report and a project status report for Councils consideration and information.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #4 That it be recommended to Council that the AMO breaking news – Joint and Several Liability be referred to staff for investigation and report.

CARRIED

The Mayor questioned the Director of Community Services on the apparent sharp increase in the administrative cost budgeted for the complex. Mr. Hackett to do the research and advise Council accordingly.

Moved by S. Arnold

Seconded by J. DeGurse

Motion #5 That it be recommended to Council that the 2014 Operating budget be approved.

TABLED

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #6 That it be recommended to Council that the 2014 Operating budget be tabled.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #7 That it be recommended to Council that the Building report comparison for the Month ending February, 2014 be received as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion #8 That it be recommended to Council that the Director of Community Services report dated March 13, 2014 be received as information.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #9 That it be recommended to Council that the roof on the Moore Museum main building be replaced as required and that the work be awarded to Brown Roofing as the low tender. The cost of the work to 50% museum Reserve Fund and 50% Pre 2008 Reserve fund.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #10 That it be recommended to Council that Council authorize the Department of Community Services to create a planning/fundraising committee with Council representation for a proposed expansion at the Sports Complex with part of its mandate to recommend to Council possible design concepts.

CARRIED

Mr. Hackett advised Council of a recently announced Federal Grant program that may assist in the construction of recreation facilities including libraries. Councilor Carswell-Alexander requested from the Mayor the statistics for the usage of the library located in the Moore Sports Complex.

Moved by P. Gilliland

Seconded by D. Randell

Motion #11 That it be recommended to Council that Council authorize the Department of Community Services to provide the requested goal posts and that the Minor Soccer Organization pay 50% of the cost.

CARRIED

FIRE CHIEF/DIRECTOR OF EMERGENCY SERVICES REPORT:

Moved by J. DeGurse

Seconded by P. Gilliland

Motion #12 That it be recommended to Council that the Monthly report from Fire Chief Anderson be received as information

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #13 That it be recommended to Council that the Township of St. Clair approve the tender for a tanker truck to be stationed at the Wilkesport station from Metal Fab at the tendered price of \$252,582.00 plus tax as the low tender.

CARRIED

Moved by S. Arnold

Seconded by J. DeGurse

Motion #14 That it be recommended to Council that the Township of St. Clair approves the hiring of a summer student within the proposed 2014 budget.

CARRIED

The Committee requested that Chief Anderson closely monitor the use of Township vehicles by the summer student.

Moved by S. Miller

Seconded by D. Randell

Motion #15 That it be recommended to Council that the Township of St. Clair approves the tender for a generator and installation for the Corunna station from JPR electric in the quoted amount of \$5 325.00 plus tax.

CARRIED

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Moved by P. Carswell-Alexander

Seconded by S. Arnold

Motion #16 That it be recommended to Council that Council for the Township of St. Clair accept the Fire Chief's recommendation for Jeff Devereaux as Captain for the Corunna Station.

CARRIED

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

Motion #17 That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

The meeting adjourned at 3:30 p.m.

J. Agar,
Chairperson

J. DeMars
Secretary

PUBLIC WORKS & OPERATIONS

AGENDA:

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

-Brigden Hydro tower line easement transfer

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly report dated March 12, 2014
- Tandem truck purchase
-CN Crossing- Oil springs line - agreement

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated March 10, 2014

5. WATER/WASTEWATER SPECIALIST/ORO REPORT

-2013 annual report
-Lake Erie Ecosystem priority report

6. DRAINAGE SUPERINTENDENT REPORT:

- Monthly report dated March 12, 2014

7. NEW BUSINESS:

8. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 3:35 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 Mayor and Clerk be authorized to sign land transfer purchase and sale agreements with Hydro One Networks Inc. – Real Estate Service for transmission corridor known as Duncan Street extension in Brigden. More specifically, Concession 5 and Duncan Street, in the Township of St. Clair (formerly Moore Twp.) in the County of Lambton. HONI Sale file: Moore 634-4062.

CARRIED

COORDINATOR OF OPERATIONS (WORKS) REPORT:

Moved by S. Miller

Seconded by J. Agar

Motion #2 That it be recommended to Council that the monthly report of the Coordinator of Operations dated March 12, 2014 be received as information.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #3 That it be recommended to Council that the normal tendering process for equipment purchased is waived and that the quote from Carrier Truck Centers for the purchase of a 2014 International cab and chassis, in the amount of \$123,850 plus taxes, is tentatively accepted and that Viking Cives Ltd. is to quote for supply and installation of appropriate snow plow equipment, based on Option #2 of the Co-ordinators report be accepted

CARRIED

Moved by S. Arnold

Seconded by J. DeGurse

Motion #4 That it be recommended to Council that a Standard Funded New Crossing Warning System Agreement between Canadian Nation Railway and St. Clair Township is approved and the documents be signed by the Mayor and Clerk.

CARRIED

The Committee discussed the relative brightness of the new LED street lights and were advised that four LED fixtures have been installed on a test bases on St. Clair Blvd. east of the CSX tracks.

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by J. Agar

Seconded by P. Gilliland

Motion #5 That it be recommended to Council that the monthly report of the Coordinator of Engineering dated March 10, 2014 be received as information.

CARRIED

WATER/WASTEWATER SPECIALIST/ORO REPORT:

Moved by D. Randell

Seconded by S. Miller

Motion #6 That it be recommended to Council that the 2013 Annual Report and 2013 Annual Summary Report for the St. Clair Township distribution system are approved.

CARRIED

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Moved by S. Arnold

Seconded by P. Gilliland

Motion #7 That it be recommended to Council that the report of the Water/Wastewater Specialist/ORO dated March 12, 2014 on Lake Erie Ecosystem Priority be received as information.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #8 That it be recommended to Council that the monthly report of the Drainage Superintendent dated March 12, 2014 be received as information and the recommendations contained therein be approved

CARRIED

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

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

CARRIED

The meeting adjourned at 3:55 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary