

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

St. Clair Civic Centre
Committee Room 1
April 29, 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
	S. Miller,	Councillor
	J. DeGurse,	“
	D. Randell,	“
Staff	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk
	C. Quenneville,	Director of Finance/Treasurer
	G. Hackett	Director of Community Services
	J. Baranek	Deputy Clerk, Coordinator of Planning
	W. Anderson	Fire Chief
	L. Burnham	Director of Public Works, Operations & Engineering
	M. Deline	Coordinator of Engineering

FINANCE AND ADMINISTRATION

ADGENDA

3:15 pm – Kelly Bedard – Property Standards Officer
3:30 pm – Dean Edwardson – Everbridge System

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: Month ending March, 2014

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

4. DEPUTY TREASURER/COORDINATOR OF ACCOUNTING:

2007 to 2013 Industrial Tax Report

5. TREASURER’S REPORT:

A-1 – 2013 St. Clair River Trail - Financial Statement
A-1 – Budget approval
A-3 – Large investment funding

6. BUILDING INSPECTOR’S REPORT:

B-1 - Building Permit report for the month ending March 2014
B-2 – Building Stats – MPMP report

7. PROPERTY STANDARDS OFFICER:

-Status report

8. DIRECTOR OF COMMUNITY SERVICES REPORT:

Monthly report dated April 24, 2014

9. FIRE CHIEF'S REPORT

- Monthly report dated April, 2014
- My CNN notification system
- trailer invoice
- incident report
- Fire Chief's report
- Brigden Fire Fighter's request

10. CLERK'S REPORTS:

Joint and several Liability

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

12. NEW BUSINESS:

13. ADJOURNMENT:

Chairperson Agar called the meeting to order at 2:55 pm and asked members to declare any conflict of interest at the appropriate time.

CONFLICT OF INTEREST:

None declared.

Moved by D. Randell

Seconded by J. DeGurse

Motion #1 That this meeting commence at 2:55 pm

CARRIED

GENERAL ACCOUNTS: Month of 2014

The Committee reviewed the list of General Accounts

Moved by D. Randell

Seconded by J. DeGurse

Motion #2 That this Committee recommended to Council that General Accounts for the month of March 2014, starting with supplier number ABR001 to ZGC001 totaling \$6,098,626.08, be approved.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurers Statement on the Financial Position of the municipality for the period ending March, 2014.

Moved by D. DeGurse

Seconded by P. Gilliland

Motion #3 That it be recommended to Council that the Statement of Financial Position for period ending March, 2014 be received and approved.

CARRIED

DEPUTY TREASURER'S/COORDINATOR OF ACCOUNTING REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #4 That it be recommended to Council that the report titled "2007 to 2013 Industrial Tax Report and Large Commercial (over \$1,000,000)" be received.

CARRIED

TREASURER'S REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #5 That it be recommended to Council that the 2013 St. Clair River trail Financial Statement be received.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #6 That it be recommended to Council that the 2014 Operating budget be approved and the Mayor and Clerk be authorized to sign the By-law adopting the budget.

CARRIED

Moved by P. Carswell-Alexander

Seconded by D. Randell

Motion #7 That it be recommended to Council that the "Moving Ontario Forward with Large New Investment" be received.

CARRIED

BUILDING INSPECTOR'S REPORT:

Moved by S. Miller

Seconded by S. Arnold

Motion #8 That it be recommended to Council that the Building report comparison for the Month ending March, 2014 be received as information.

CARRIED

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

Motion #9 That it be recommended to Council that the Building stats- MPMP report be received.

CARRIED

PROPERTY STANDARDS OFFICER REPORT:

Kelly Bedard was present to discuss with Council her report relative to property known as 1204 White Line and 171 Templeton Crescent. The Committee asked several questions as to the property tax status of property known as 171 Templeton Crescent and the level of communication the Property Standards Officer has had with the owner of the property known as 1204 White Line.

Moved by S. Arnold

Seconded by P. Carswell Alexander

Motion #10

1204 White Line

That it be recommended to Council that the Property Standards Officer be directed to move forward with the lowest quote to complete the cleanup be tabled.

171 Templeton Cr.

That it be recommended to Council that the Property Standards Officer be directed to move forward with the lowest quote to complete the demolition be tabled.

CARRIED

Moved by S. Arnold

Seconded by S. Miller

Motion #11 That it be recommended to Council that the Property Standards Officer report be accepted as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES REPORT:

Moved by S. Arnold

Seconded by J. DeGurse

Motion #12 That it be recommended to Council that the storm damage be repaired at both the Sombra Museum and the Sombra Ball Park and be charged to the insurance reserve fund.

CARRIED

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Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #13 That it be recommended to Council that the low bid for each separate project is accepted provided the product is equivalent or in the alternative the lowest overall tender be accepted.

CARRIED

Moved by S. Miller

Seconded by J. DeGurse

Motion #14 That it be recommended to Council that the cost of a new dishwasher be charged to the Operating Budget for the Golf Course.

CARRIED

DIRECTOR OF EMERGENCY SERVICES REPORT:

The Committee welcomed Mr. Dean Edwardson present to present to the Committee the development of the Everbridge notification system under the Community Network Notification. Mr. Edwardson stated the local industry is financing the cost of this emergency alerting system and that the system will supplement the current use of the FM alert System. The new system will be rolled out in early May and will be available to any interested citizen by prescribing to and signing up for the emergency alerts.

Councillor Randell questioned whether or not the fact that some Lambton County residents have Chatham Kent phone numbers would pose a problem.

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #15 That it be recommended to Council that Council for the Township of St. Clair approves Chief Anderson as the County Coordinator.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #16 That it be recommended to Council that Council for the Township of St. Clair approves Deputy Chief Bicum as an alternate County Coordinator.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #17 That it be recommended to Council that Council for the Township of St. Clair approves a request from the Brigden Fire Fighters Association for reimbursement of money spent on repairs to the flat bed trailer to be funded from the County Coordinator stipends.

CARRIED

Moved by S. Arnold

Seconded by P. Carswell-Alexander

Motion #18 That it be recommended to Council that Council for the Township of St. Clair accept the Brigden Fire Fighters Association request for a loan to purchase a new van for the station.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #19 That it be recommended to Council that Council for the Township of St. Clair accept the Fire Chief report.

CARRIED

In discussion of the recommendation to approve the appointment of Deputy Chief Bicum as alternate Fire Coordinator, Mayor Arnold questioned whether the additional Deputy County Coordinator effort could be accommodated in the current full time Fire staff work load.

CLERKS REPORT:

Moved by P. Gilliland

Seconded by D. Randell

Motion #20 That it be recommended to Council that St. Clair Township support the effort of major stakeholders to lobby the Provincial Government to amend the Joint and Several Liability legislation that currently assesses unfair share of liability to municipalities.

CARRIED

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

Motion #21 That this meeting of the Finance and Administration Committee do hereby adjourn.

CARRIED

Meeting adjourned 4:05 pm

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 April 22, 2014
- sidewalk repair quotes
- dust suppressant quotes
- concrete floor quotes
- Tecumseh Road closure

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly report dated April 22, 2014
- Asset Management
- Urban Asphalt resurfacing
- 2014 Bridge inspections

5. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report dated April 23, 2014
- Government Drain #10 - quote

6. NEW BUSINESS:

Hugh Devin – water usage

7. ADJOURNMENT:

Chairperson Carswell-Alexander called the meeting to order at 4:10 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. Miller

Seconded by D. Randell

Motion #1 That it be recommended to Council that the monthly report of the Coordinator of Operations dated April 22, 2014 be received as information.

CARRIED

Moved by J. DeGurse

Seconded by J. Agar

Motion #2 That it be recommended to Council that the low tender submitted by R.B.M. Contractors in the amount of \$47,347.00 (c/w HST) for miscellaneous sidewalk replacement and curb and gutter repair be accepted.

CARRIED

Moved by S. Miller

Seconded by S. Arnold

Motion #3 That it be recommended to Council that the tender submitted by Pollard Highway Products Ltd. in the amount of \$123,396.00 (c/w HST) for the supply and application of chloride based liquids for dust control be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #4 That it be recommended to Council that the tender submitted by Postma Concrete in the amount of \$40,544.40 (c/w HST) for concrete floor – salt storage building be accepted and the Mayor and Clerk sign the necessary contract documents.

CARRIED

Moved by P. Gilliland

Seconded by J. DeGurse

Motion #5 That it be recommended to Council that approval be granted to Enbridge Gas Storage to reduce traffic to one lane on Tecumseh Road between Moore Line and Rokeby Line from May 26, 2014 to June 6, 2014 to complete an integrity dig on a pipeline road crossing at 3595 Tecumseh Road.

CARRIED

In discussion of the Tecumseh Road closure the Committee recommended that public notification be made relative to the closing and that the road be left available for farm vehicle traffic.

COORDINATOR OF ENGINEERING SERVICES REPORT:

Moved by S. Miller

Seconded by D. Randell

Motion #6 That it be recommended to Council that the monthly report of the Coordinator of Engineering dated April 22, 2014 be received as information.

CARRIED

Council discussed at length the Coordinator of Engineering report on the finalization of the Townships Asset Management Plan required as a prerequisite for any Senior Government Capital Project funding. The Committee discussed the financial implications of maintaining the road system at the current estimated service level of 75 over 25 year life span. A considerable capital investment would be required to maintain the roads at 75 level and the alternative Council could maintain the current spending status quo with the road service rating reduced accordingly. After considerable discussion it was

Moved by S. Arnold

Seconded by Jeff Agar

Motion #7 That it be recommended to Council that staff be requested to prepare an additional report to show the financial implications of maintaining the status quo with a 2% and a 2.5 % annual increase.

CARRIED

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Moved by S. Arnold

Seconded by J. DeGurse

Motion #8 That it be recommended to Council that the report of the Coordinator of Engineering on Urban Asphalt Resurfacing be received as information.

CARRIED

Moved by S. Miller

Seconded by J. DeGurse

Motion #9 That it be recommended to Council that the Township procurement policy be waived and the quotation submitted by Burgess Engineering Inc. in the amount of \$33,200.00 plus HST for detailed re inspection of our bridges and culverts greater than 3.0 meters in span (64 structures for 2014), as recommended in the last bridge inspection report, be accepted.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by D. Randell

Seconded by S. Arnold

Motion #10 That it be recommended to Council that the monthly report of the Drainage Superintendent dated April 23, 2014 be received as information and the recommendations contained therein be received.

CARRIED

Moved by J. Agar

Seconded by J. DeGurse

Motion #11 That it be recommended to Council that Council approve the lowest quotation of \$24,304.16 (including net HST) from Murray Mills Excavating and Trucking (Sarnia) Ltd. for the brushing and cleanout of the Government Drain No. 10 as a maintenance expense to the drain.

CARRIED

The Committee reviewed the report prepared by the Water/Waste Water Specialist relative to the Huge Devin request for relief from an excessive water and sewer usage account. The Committee questioned why the Devin residence experienced such a large volume usage when the house was basically vacant for a large portion of the billing period

Moved by S. Arnold

Seconded by P. Gilliland

Motion #12 That it be recommended to Council that the report of the Water Waste/Water Specialist relative to the Devin water and sewer account relief be table for further information.

CARRIED

Mayor Arnold advised of a complaint received from the owner at the intersection of LaSalle line and Kimbal Rd. on the west side of Kimball Road. relative to what is perceived to be an encroachment of the road allowance on private property. Staff was asked to investigate. Mayor Arnold also asked the Drainage Superintendent to convene a meeting with appropriate staff and staff of the St. Clair Regional Conservation Authority to investigate and discuss the condition of East River Road north of the Lambton Line in Becher. The Committee was also advised of the proposed St. Clair Parkway water line replacement and the periodic road closure on Oil Springs Line due to construction and material delivery activity at Eastern Power.

Hearing no further business it was

Moved by S. Miller

Seconded by D. Randell

Motion #13 That this meeting of the Public Works and Operations Committee do hereby adjourn.

CARRIED

The meeting adjourned at 5:00 p.m.

P. Carswell-Alexander,
Chairperson

J. DeMars
Secretary

