

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

The meeting of the Committee of the Whole was held Monday, June 15, 2015 with the following people present:

J. Agar	Chairperson, Finance & Administration
P. Gilliland	Chairperson, Public Works and Operations
S. Arnold	Mayor
J. DeGurse	Councillor
S. Miller	“
D. Randell	
T. Kingston	“
Staff: J. Rodey	CAO
J. Baranek	Director of Administration/Clerk
G. Lozon	Deputy Treasurer
M. Deline	Director of Public Works, Operations & Engineering
G. Hackett	Director of Community Services
C. McClemens	Deputy Clerk, Coordinator of Planning
W. Anderson	Fire Chief

**TOWNSHIP OF ST. CLAIR
FINANCE AND ADMINISTRATION COMMITTEE
AGENDA**

St. Clair Township Civic Centre
Committee Room #1
June 15, 2015
3:00 p.m.

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: For the month of May 2015

3. STATEMENT OF FINANCIAL POSITION: For the period ending May 31, 2015

4. TREASURER’S REPORT:

A-1 – Financing of Fire Station addition shortfall

5. DIRECTOR OF COMMUNITY SERVICES REPORT:

- Monthly report

6. FIRE CHIEF’S REPORT:

- Monthly Report, June 2015
- Incident Summary from May 13, 2015 to June 14, 2015

7. NEW BUSINESS:

8. ADJOURNMENT:

CONFLICT OF INTEREST:

None declared.

GENERAL ACCOUNTS:

The Committee reviewed the list of General Accounts and, after brief clarifications, it was:

Moved by J. Degurse

Seconded by D. Randell

Motion #1 That this Committee recommend to Council that General Accounts for the month of May 2015, starting with supplier 876002 to YEL001, totaling \$3,040,786.67 be approved.

CARRIED

STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurer's Statement on the Financial Position of the municipality for the period ending May 31, 2015.

Moved by P. Gilliland

Seconded by S. Miller

Motion #2 That it be recommended to Council that the Statement of Financial Position for period ending May 31, 2015 be received and approved.

CARRIED

TREASURER'S REPORT:

Moved by S. Arnold

Seconded by D. Randell

Motion #3 That it be recommended to Council that the Treasurer's report - A1 related to the Financing of Fire Station Addition Shortfall be received and that the fire station addition shortfall of \$243,651 be financed from general equipment reserve in the amount of \$100,000 and \$143,651 be financed from the OPG reserve.

CARRIED

DIRECTOR OF COMMUNITY SERVICES:

Moved by S. Miller

Seconded by P. Gilliland

Motion #4 That it be recommended to Council that the monthly report submitted by the interim Coordinator of Facilities/Golf Course Superintendent dated June 10, 2015 be received as information.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #5 That it be recommended to Council that the following three recommendations from the Coordinator of Facilities/Golf Course Superintendent report be approved:

1. Authorize the purchase of 12 new Precedent Club Cars and Sale of 10 EZ GO and 2 Club Car DS Carts for the golf course.
2. Authorize the purchase of the Kubota F80 Series Front Mount Tractor from Advantage Farm Equipment for the price of \$17,894.79, after the trade in of the current mower.
3. Authorize the purchase and installation of motor vehicle restrictor gates for CAP and Brander Parks as per the quote received from Mountain Shelter Solutions in the amount of \$6968.

CARRIED

FIRE CHIEF'S REPORT:

Moved by T. Kingston

Seconded by J. DeGurse

Motion #6 That it be recommended to Council that the monthly report submitted by Fire Chief Walt Anderson dated June 2015 be received as information.

CARRIED

Moved by T. Kingston

Seconded by S. Miller

Motion #7 That it be recommended to Council that the increased costs on the RFP for the Brigden Station in the amount of \$3241 be approved.

CARRIED

Moved by D. Randell

Seconded by T. Kingston

Motion #8 That it be recommended to Council that the Incident Summary from May 13 to June 14, 2015 submitted by Fire Chief Walt Anderson be received as information.

CARRIED

NEW BUSINESS:

Moved by S. Arnold

Seconded by D. Randell

Motion #9 That it be recommended to Council that the report submitted by the Treasurer dated June 12, 2015 related to Financing of Server Storage be received and that staff be authorized to purchase server storage Option 2 with Dell at an estimated cost of \$19,334.40 net of our HST rebate to be financed from the General Equipment reserve.

CARRIED

ADJOURNMENT:

Seeing no further business, it was thereby:

Moved by S. Miller

Seconded by D. Randell

Motion #10 That the Finance Committee meeting be adjourned.

CARRIED

The meeting adjourned at 3:30 p.m.

J. Agar
Chairperson

J. Baranek
Secretary

**TOWNSHIP OF ST. CLAIR
PUBLIC WORKS & OPERATIONS COMMITTEE
AGENDA**

St. Clair Civic Centre
Committee Room #1
June 15, 2015
3:45 p.m.

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS REPORT:

- Monthly Report
- Rehabilitation of McKeough Floodway Outlet Bridge – RFP Results

3. COORDINATOR OF OPERATIONS (WORKS) REPORT:

- Monthly Report
- Ian Scott Access
- Street Light Maintenance

4. COORDINATOR OF ENGINEERING REPORT:

- Monthly Report
- LaSalle & Rokeby Line Reconstruction
- St. Clair Parkway Curb Extension – Project Deferral
- St. Clair Parkway Two-way Left-Turn Lane at Guthrie Park
- Polymoore Drive Servicing – Hydro Extension

5. DRAINAGE SUPERINTENDENT REPORT:

- Monthly Report
- Ministry of Natural Resources and Forestry – Endangered Species Act 2007
- Mutual Agreement Drain – Brigden Cenotaph
- Repeal By-law 60 of 1928 – 10/11 Sideroad Drain (Former Sombra Township)

6. WATER/WASTE WATER SPECIALIST/ORO REPORT:

- Courtright WWTP Odour Control Project Update

7. NEW BUSINESS:

8. ADJOURNMENT:

DECLARATION OF CONFLICT OF INTEREST:

Mayor Arnold advised the Committee that he will declare a conflict of interest when the report submitted by the Coordinator of Operations related to an access for Ian Scott is considered.

DIRECTOR OF PUBLIC WORKS:

Moved by T. Kingston

Seconded by J. DeGurse

Motion #1 That it be recommended to Council that the monthly report from the Director of Public Works – Matt Deline dated June 10, 2015 be received as information.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #2 That it be recommended to Council that the report from the Director of Public Works – Matt Deline with regard to the RFP results for the rehabilitation of McKeough Floodway Outlet Bridge be received and the RFP submitted by R. Dobbin Engineering in the amount of

\$31,000 (plus HST) for the detailed design be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #3 That it be recommended to Council that the report from the Director of Public Works with regard to Stanley Line Bridge over Bear Creek dated June 15, 2015 be received as information.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #4 That the direction to replace the Bear Creek Bridge on Stanley Line resulting from a staff report dated August 7, 2013 be reconsidered due to extensive Species at Risk concerns and Endangered Species requirements.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #5 That it be recommended to Council that staff proceed with the Stanley Line Bridge over Bear Creek project as rehabilitation as per the staff report dated August 7, 2013 triggering confirmation by Spriet and Associates through further on-site investigation, that the report is still valid and the proposed remediation is still a suitable repair. The estimated cost for the rehabilitation work in 2013 was \$397,000.

CARRIED

COORDINATOR OF OPERATIONS REPORT:

Moved by D. Randell

Seconded by S. Miller

Motion #6 That it be recommended to Council that the monthly report submitted by the Coordinator of Operations dated June 9, 2015 be received as information.

CARRIED

Mayor Arnold declared a conflict of interest prior to the consideration of the report about an access to Ian Scott's farm and vacated the room.

Moved by D. Randell

Seconded by J. Degurse

Motion #7 That it be recommended to Council that the report related an access to Ian Scott's farm dated April 14, 2015 be received as information and that a recently installed access on Bickford Line into Lot 14, Concession 15 of the former Township of Sombra be approved for a 50% cost share with the owner at an estimated Township cost of \$1000, to be paid from the Public Works Operations 'ditching' budget.

CARRIED

Mayor Arnold returned to his chair.

Moved by D. Randell

Seconded by J. Degurse

Motion #8 That it be recommended to Council that the report related to street light maintenance dated June 9, 2015, be received as information.

CARRIED

Moved by J. Degurse

Seconded by D. Randell

Motion #9 That it be recommended to Council that the report related road closure for the Sombra Optimists dated June 15, 2015, be received and that Brander Park Road be closed between St. Clair Parkway and Old River Road on Saturday June 20, 2015 to accommodate the Soap Box Car Races event during the Sombra Optimists Car Show.

CARRIED

COORDINATOR OF ENGINEERING REPORT:

Moved by S. Arnold

Seconded by J. Agar

Motion #10 That it be recommended to Council that the monthly report submitted by the Coordinator of Engineering dated June 10, 2015 be accepted and received as information.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #11 That it be recommended to Council that the report submitted by the Coordinator of Engineering related to Lasalle and Rokeby Line Reconstruction dated June 10, 2015 be received as information and the tender submitted by Sevcon Paving in the amount of \$375,352.40 net HST be accepted 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 #12 That it be recommended to Council that the report submitted by the Coordinator of Engineering related to the St. Clair Parkway Curb Extension dated June 10, 2015 be received as information and the recommendation to carry the project over until 2016 be denied.

CARRIED

Moved by J. Agar

Seconded by S. Arnold

Motion #13 That it be recommended to Council that the surplus funds from the Stanley Line Bridge being changed from replacement to rehabilitation be used to ensure the St. Clair Parkway Curb Extension project is fully funded and completed in 2015.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #14 That it be recommended to Council that the report submitted by the Coordinator of Engineering related to Two-Way Turning Lane at Guthrie Park be received as information.

CARRIED

Moved by S. Arnold

Seconded by J. Degurse

Motion #15 That it be recommended to Council the report submitted by the Coordinator of Engineering related to Polymoore Drive – Hydro Extension be accepted as information and that the CAO and Director of Public Works be authorized to accept and award the tender for Polymoore Drive – Hydro Extension and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

DRAINAGE SUPERINTENDENT REPORT:

Moved by S. Miller

Seconded by T. Kingston

Motion #16 That it be recommended to Council that the monthly report submitted by the Drainage Superintendent dated June 10, 2015 be received as information and the following recommendations be approved:

1. Appoint R. Dobbin Engineering to prepare a new engineering report under Section 78 of the Drainage Act, to provide specifications and assessment schedules for the enclosure of the upper end of the Wray Drain on Lot 11, Concession 11 (former Moore Township).
2. Appoint R. Dobbin Engineering to prepare a new engineering report under Section 4 of the Drainage Act, to incorporate an existing private ditch located along the boundary between Lots 22 & 23, Concession 10 (former Sombra Township), and extend the existing O'Leary Drain East.

CARRIED

Moved by S. Miller

Seconded by J. DeGurse

Motion #17 That it be recommended to Council that the report submitted by the Drainage Superintendent dated June 10, 2015 related to the Endangered Species Act be received as information and that staff be directed to register the Corporation of the Township of St. Clair under the new Endangered Species Act registration system administered by the Ministry of Natural Resources and Forestry, for drainage works under the Ontario Drainage Act.

CARRIED

Moved by J. Agar

Seconded by J. Degurse

Motion #18 That it be recommended to Council that the report submitted by the Drainage Superintendent dated June 10, 2015 related to a Mutual Drainage Agreement for the Brigden Cenotaph be received as information and that the Clerk be authorized to sign the Mutual

Agreement Drain forms for the replacement of the tile drain located on the Brigden Cenotaph property and the construction of the drain be awarded to Stephens Excavating Ltd. at an estimated cost of \$3,000 to be paid from “Parks Operations Budget”.

CARRIED

Moved by S. Miller

Seconded by D. Randell

Motion #19 That it be recommended to Council that the report submitted by the Drainage Superintendent dated June 10, 2015 related to By-law 60 of 1928 be received as information and that By-law 60 of 1928 be hereby repealed for the 10/11 Sideroad Drain under Section 84(2) of the Ontario Drainage Act.

CARRIED

WATER/WASTE WATER SPECIALIST/ORO REPORT:

Moved by J. Agar

Seconded by D. Randell

Motion #20 That it be recommended to Council that the report from the Water/Waste Water Specialist – Nova Vanderslagt dated June 9, 2015 with regard to the Courtright WWTP Odour Control Project Update be received as information.

CARRIED

NEW BUSINESS:

Moved by S. Arnold

Seconded by J. Agar

Motion #21 That it be recommended to Council that staff investigate the potential cost to install a 5,000,000 gallon water storage tank located near Highway 80 to act as security in the event the Township water distribution system fails there is enough water for both industry and residential consumers.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #22 That it be recommended to Council that the Courtright Post Office be given two blue boxes to help carry out their daily duties.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #23 That it be recommended to Council that a staff report be drafted to consider possible relocations of the blow-off on Tulloch Line in an effort not to impact adjacent farms.

CARRIED

ADJOURNMENT:

Seeing as there was no further business for the committee to discuss, it was:

Moved by D. Randell

Seconded by S. Miller

Motion #24 That the committee meeting hereby adjourn.

CARRIED

The meeting was adjourned at 4:45 p.m.

P. Gilliland
Chairperson

J. Baranek
Secretary