

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

St. Clair Township Civic Centre  
Committee Room #1  
March 21, 2016  
3:00 p.m.

The meeting of the Committee of the Whole was held Monday, March 21, 2016 with the following people present:

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

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

St. Clair Township Civic Centre  
Committee Room #1  
March 21, 2016  
3:00 p.m.

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. GENERAL ACCOUNTS:** For the month of February, 2016

**3. TREASURER’S REPORTS:**

A-1 – MPAC – Important changes for the 2016 Assessment Update  
A-2 – MFOA – Provincial Budget 2016: Municipal Implications  
A-3 – Question pertaining to Accounts Payable Invoices & Reports  
A-4 – 2016 Annual Repayment Limit (ARL) for Long Term Debt Financing

**4. FIRE CHIEF’S REPORT:**

- Monthly Report  
- Incidents Report

**5. DEPUTY CLERK:**

- Information Only: Planning/Development Summary

**6. NEW BUSINESS:**

**7. ADJOURNMENT:**

**DECLARATION OF PECUNIARY INTEREST:**

None declared.

**GENERAL ACCOUNTS:**

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

Moved by S. Arnold

Seconded by J. Degurse

**Motion #1** That this Committee recommend to Council that General Accounts for the month of February 2016, starting with supplier 119001 to ZIM002, totaling \$1,472,144.30 be approved.

**CARRIED**

**TREASURER'S REPORT:**

Moved by S. Arnold

Seconded by S. Miller

**Motion #2** That it be recommended to Council that report A-1 submitted by Treasurer - Charlie Quenneville dated February 7, 2016 related to Accounts Payable Invoices and Reports be received as information.

**CARRIED**

Moved by S. Miller

Seconded by P. Gilliland

**Motion #3** That it be recommended to Council that report A-2 submitted by Treasurer - Charlie Quenneville dated February 8, 2016 related to the Sale of 487 Polymoore Drive be received as information.

**CARRIED**

Moved by P. Gilliland

Seconded by S. Arnold

**Motion #4** That it be recommended to Council that report A3 submitted by Treasurer Charlie Quenneville related to a question pertaining to Accounts Payable Invoice and receipt be received.

**CARRIED**

Moved by D. Randell

Seconded by T. Kingston

**Motion #5** That it be recommended to Council that the report on St. Clair 2016 Annual Repayment Limit for Long Term Debt financing submitted by Charlie Quenneville dated February 29, 2016 be received as information.

**CARRIED**

**DIRECTOR OF COMMUNITY SERVICES REPORT:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #6** That it be recommended to Council that a fund in the amount of \$50,000 be established for Canada Day 2017's Sesquicentennial Celebration to be held in Mooretown with \$25,000 reserved for a Fireworks display and \$25,000 reserved for children's activities to be funded by the Education and Environment Fund.

**CARRIED**

Director of Community Services - Gary Hackett circulated initial concept plans for a community hall being considered for Brander Park.

**FIRE CHIEF'S REPORT:**

Moved by J. Degurse

Seconded by T. Kingston

**Motion #7** That it be recommended to Council that the monthly report submitted by Fire Chief - Walt Anderson for the month of February 2016 be received as information.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #8** That it be recommended to Council that the Township approve the tender for the Explorer for the Fire Chief from Progressive Ford with the lighting/storage package from lighting equipment in the total amount of \$54,390 + HST.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #9** That it be recommended to Council that repairs to the #9 siren be approved in the amount of \$27,000 - \$30,000.

**CARRIED**

Committee of the Whole  
March 21, 2016

**DEPUTY CLERK'S REPORT:**

Moved by S. Miller

Seconded by T. Kingston

**Motion #10** That it be recommended to Council that the report submitted by Deputy Clerk – Carlie McClemens dated March 15, 2016 with regard to a Planning/Development Summary be received as information.

**CARRIED**

**NEW BUSINESS:**

Moved by S. Arnold

Seconded by S. Miller

**Motion #11** That it be recommended to Council that the Township launch an assessment appeal against the former Lambton Generating Station land identifying its value at \$64 million.

**CARRIED**

**ADJOURNMENT:**

Seeing no further business, it was thereby:

Moved by D. Randell

Seconded by S. Miller

**Motion #12** That the Finance Committee meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:40 p.m.

---

J. Agar  
Chairperson

---

J. Baranek  
Secretary

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

St. Clair Civic Centre  
Committee Room #1  
March 21, 2016  
4:00 p.m.

**1. DECLARATION OF PECUNIARY INTEREST:**

**2. DIRECTOR OF PUBLIC WORKS REPORT:**

- Student Wages

**3. COORDINATOR OF OPERATIONS (WORKS) REPORTS:**

- Monthly Report
- Baby Road Slide

**4. COORDINATOR OF ENGINEERING REPORTS:**

- Monthly Report
- Baby's Point Subdivision – Watermain Replacement Cost Share Proposal

**5. DRAINAGE SUPERINTENDENT REPORT:**

- Monthly Report
- Gardiner Drain – 2014 Drainage Assessment

**6. NEW BUSINESS:**

**7. ADJOURNMENT:**

**DECLARATION OF PECUNIARY INTEREST:**

None declared.

**DIRECTOR OF PUBLIC WORKS:**

Moved by S. Arnold

Seconded by J. Agar

**Motion #1** That it be recommended to Council that the report submitted by the Director of Public Works dated March 16, 2016 related to student wages be received and the wage structure identified within it be approved.

**CARRIED**

**COORDINATOR OF OPERATIONS (WORKS) REPORTS:**

Moved by J. Degurse

Seconded by D. Randell

**Motion #2** That it be recommended to Council that the monthly report submitted by the Coordinator of Operations dated March 16, 2016 be received as information.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #3** That it be recommended to Council that the report submitted by the Coordinator of Operations dated March 16, 2016 with regard to the Baby Road Slide be received as information.

**CARRIED**

**COORDINATOR OF ENGINEERING REPORTS:**

Moved by S. Miller

Seconded by T. Kingston

**Motion #4** That it be recommended to Council that the monthly report submitted by the Coordinator of Engineering dated March 15, 2016 be accepted and received as information.

**CARRIED**

Committee of the Whole  
March 21, 2016

Moved by S. Arnold

Seconded by J. Agar

**Motion #5** That it be recommended to Council that the developer for the Baby Point Development in Port Lambton not be required to provide street lights on the existing municipal roadways.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #6** That it be recommended to Council that the report submitted by the Coordinator of Engineering dated March 8, 2016 related to the Baby's Point Subdivision Water Main Replacement Cost Share Proposal be received and the following three conditions be approved:

1. That the \$47,250 water buy-in fees be waived for the Baby's Point Subdivision
2. That St. Clair Township enters into a 50/50 cost share agreement with the Developer to replace the existing water main on Old River Road along the frontage of the proposed subdivision, in accordance with the financial breakdown detailed within this report.
3. That the estimated \$56,000 Township capital contribution be funded from water reserves.

**CARRIED**

**DRAINAGE SUPERINTENDENT REPORTS:**

Moved by D. Randell

Seconded by J. Degurse

**Motion #7** That it be recommended to Council that the monthly report submitted by the Drainage Superintendent dated March 16, 2016 be received as information and the following three recommendations be approved:

- the maintenance of the Morrison Drain located along Rokeby Line between Telfer Road and Brigden Road by a suitable and qualified contractor as a maintenance expense to the drain.
- the replacement of the access culvert located at 2504 Oil Springs Line within the 2<sup>nd</sup> Concession Drain by a suitable and qualified contractor as a maintenance expense to the drain.
- the private installation of a new access culvert on the S. Pt Lot 10, Concession 15 (former Sombra Township) within the Vandevenne Drain at the expense of the abutting property owner for construction costs and future maintenance.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #8** That it be recommended to Council that the report submitted by the Drainage Superintendent with regard to the Gardiner Drain dated March 16, 2016 be received as information and that the individual drain assessment for Roll No. 50-162 (Michael Graham) in the amount of \$194.49 and Roll No. 50-164 (Duncan & Cheryl Graham) in the amount of \$1,092.03 for the maintenance completed on the Gardiner Drain in 2014 be waived, and transferred to the Township Roads assessment.

**CARRIED**

Moved by S. Arnold

Seconded by J. Degurse

**Motion #9** That it be recommended to Council that the report submitted by the Drainage Superintendent with regard to the Booth Creek Drain dated Friday March 18, 2016 be received as information.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #10** That it be recommended to Council that the Drainage Superintendent be directed to produce a report on the Booth Creek Drain to include when the previous meetings with landowners were, what the process is from here, and what options ratepayers have to request modifications to the eventual engineer's report.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #11** That it be recommended to Council that staff be directed to request a status of the engineer's report for drainage works on the Booth Creek Drain and that Spriet produce an update or preliminary report if the full report is not near completion.

**CARRIED**

Committee of the Whole  
March 21, 2016

**NEW BUSINESS:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #12** That the Township purchase two tickets to the VON Fundraiser being held Friday March 30, 2016 at 12:30 p.m. at the Legion in Petrolia.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #13** That a point person be established for the Creative Communities Fund to act as the liaison and communicator for funding opportunities.

**CARRIED**

**IN-CAMERA:**

Moved by S. Arnold

Seconded by S. Miller

**Motion #14** That the meeting enter into an in-camera session to discuss a legal matter.

**CARRIED**

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

Moved by S. Miller

Seconded by D. Randell

**Motion #15** That the committee meeting hereby adjourn.

**CARRIED**

The meeting was adjourned at 5:00 p.m.

---

P. Gilliland  
Chairperson

---

J. Baranek  
Secretary