

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

St. Clair Township Civic Centre
Committee Room #1
July 18, 2016
2:00 p.m.

The meeting of the Committee of the Whole was held Monday, July 18, 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
G. Lozon	Deputy Treasurer
M. Deline	Director of Public Works, Operations & Engineering
G. Hackett	Director of Community Services

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

St. Clair Township Civic Centre
Committee Room #1
July 18, 2016
2:00 p.m.

2:00 p.m. – OPG –Hawkins Drain Connection

3:30 p.m. – Lambton County – Discoveries That Matter – Adam Veen

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: For the month of June, 2016

3. STATEMENT OF FINANCIAL POSITION: For the period ending June 30, 2016

4. TREASURER’S REPORTS:

A-1 – Inspection of Abandoned Cemeteries

5. DIRECTOR OF COMMUNITY SERVICES REPORT:

- Monthly Report

7. DEPUTY CLERK’S REPORT:

- Information Only: Planning/Development Summary

8. FIRE CHIEF’S REPORT:

- Monthly Report

9. NEW BUSINESS:

10. ADJOURNMENT:

DECLARATION OF PECUNIARY INTEREST:

None declared.

DEPUTATIONS AND APPOINTMENTS:

At the appointed time of 2:00 p.m., Mayor Arnold welcomed Peter Nimmrichter of Amec Foster Wheeler, the consulting group for OPG as they try to secure a connection to the Hawkins Drain for surface water on-site.

The effluent and emergency water ponds will be connected and made into one fully operational storm water management pond. This will discharge to the St. Clair River. OPG is looking to eliminate automated drainage systems on-site as it becomes less and less staffed.

The sludge pond's existing connection to the former effluent water pond will be capped and the pond will be excavated of all contaminated material and converted to a proper storm water management pond. The former sludge landfill will be capped with 0.75 meters of clay and will be vegetated. The surface water in the area will be collected and directed to the converted SWM pond, where it will be treated and tested for suspended solids before potentially being discharged into the Hawkins Drain.

The leachate beneath the clay cap will be collected and directed to one of two maintenance holes where it will be collected and pumped into trucks where it will be taken off-site to be treated. These holes will be cleaned out bimonthly.

Mayor Arnold continued to express concerns over assurances that the quality of water potentially entering the Hawkins Drain is acceptable. He would like to see more stringent testing beyond suspended solids. Further, Mayor Arnold asked to see the consultation with both the Ministry of the Environment and Climate Change, and the Walpole Island First Nations including concerns raised by both groups and how they are being mitigated.

Mayor Arnold thanked all representatives for coming and asked that the outstanding information be provided before a decision to endorse the connection to the Hawkins Drain can be considered.

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 June 2016, starting with supplier 183001 to ZEP002, totaling \$7,098,793.19 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 June 30, 2016.

Moved by S. Miller

Seconded by T. Kingston

Motion #2 That it be recommended to Council that the Statement of Financial Position for period ending June 30, 2016 be received and approved.

CARRIED

TREASURER'S REPORT:

Moved by S. Arnold

Seconded by T. Kingston

Motion #3 That it be recommended to Council that report A-1 submitted by Treasurer - Charlie Quenneville dated July 7, 2016, related to the Inspection of Abandoned Cemeteries be tabled to

Committee of the Whole
July 18, 2016

allow staff to determine exactly how many cemeteries have been abandoned, what is considered an abandoned cemetery according to the legislation and what level of maintenance they should be maintained.

TABLED

DEPUTY CLERK'S REPORT:

Moved by S. Miller

Seconded by T. Kingston

Motion #4 That it be recommended to Council that the report submitted by Deputy Clerk – Carlie McClemens with regard to a Planning/Development Summary dated July 13, 2016 be received as information.

CARRIED

DIRECTOR OF COMMUNITY SERVICES' REPORT:

Moved by T. Kingston

Seconded by S. Arnold

Motion #5 That it be recommended to Council that the monthly report of Director of Community Services dated June 16, 2016 be received as information.

CARRIED

Moved by D. Randell

Seconded by J. Degurse

Motion #6 That it be recommended to Council that the Ice Allocation Policy for the Moore Sports Complex be approved.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #7 That the Department of Community Services be authorized to obtain quotes for the installation of new bleachers to be covered by a roof, and mounted on concrete pads for both the Van Damme Park and Courtright Park ball diamonds.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #8 That it be recommended to Council that the request for a picnic table for the Rapids Family Health Team at the Shell Health Centre be denied.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #9 That it be recommended to Council that the request submitted by Scottie's Chip Wagon to serve Guthrie Park for 10 days on weekends concluding at the end of August be approved subject to submitting all necessary documentation to secure a permit from the Township.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #10 That it be recommended to Council that the Department of Community Services be authorized to re-contour the area of the Shell Health Centre parking lot that collects water to avoid pooling of water and potentially dangerous icy conditions.

CARRIED

Moved by S. Arnold

Seconded by T. Kingston

Motion #11 That it be recommended to Council that the report submitted by the Director of Community Services dated July 18, 2016 related to the Civic Centre Fountain/Sitting Area be received as information and that the design and quote from Glass House for the construction of the new fountain feature in the amount of \$71,649 be approved.

CARRIED

FIRE CHIEF'S REPORT:

Moved by S. Miller

Seconded by T. Kingston

Motion #12 That it be recommended to Council that the monthly report submitted by Fire Chief - Walt Anderson for the month of July 2016 be received as information.

CARRIED

Committee of the Whole
July 18, 2016

DEPUTATIONS AND APPOINTMENTS:

At the appointed time of 3:30 p.m. Chairperson Agar welcomed Adam Veen to make a presentation about the use of the County of Lambton's Discoveries that Matter brand.

Mr. Veen thanked the Township for the use of the logo on the Beacon and asked if they would consider its use on the Township website. The effort is an attempt to rebrand the entire County of Lambton as a prosperous land of opportunity, as opposed to the negative connotation of the "Chemical Valley".

Moved by S. Arnold

Seconded by D. Randell

Motion #13 That is be recommended to Council that the Discoveries That Matter logo be incorporated into the Township website.

CARRIED

NEW BUSINESS:

ADJOURNMENT:

Seeing no further business, it was thereby:

Moved by D. Randell

Seconded by S. Miller

Motion #14 That the Finance Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:00 p.m.

J. Agar
Chairperson

J. Baranek
Secretary

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

St. Clair Civic Centre
Committee Room #1
July 18, 2016
4:00 p.m.

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS' REPORTS:

- Monthly Report
- Rehabilitation of Bear Creek Bridge at Stanley Line
- Request for Exemption to Connect to the Municipal Drinking Water System

3. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

- Monthly Report
- Telfer Road Upgrade Request
- Nova Chemicals Encroachment Agreement
- Roadside Mowing – Hill Street (County Road 4)
- Sign Reflectivity

4. COORDINATOR OF ENGINEERING REPORTS:

- Monthly Report
- St. Clair Marina Estates Phase 2 Subdivision – Assumption
- LaSalle Line Watermain – Contract Extension

5. ASSET MAINTENANCE/MANAGEMENT TECHNOLOGIST:

- (WRT) Waterfront Regeneration Trust Partner Program/(SCRT) St. Clair River Trail

6. DRAINAGE SUPERINTENDENT'S REPORTS:

- Monthly Report
- Wilson Drain – Capital Budget

7. WATER/WASTE WATER SPECIALIST/ORO REPORTS:

- Water Meter Reader Software Upgrade
- Water/Sewer Bill Credit

8. NEW BUSINESS:

9. ADJOURNMENT:

DECLARATION OF PECUNIARY INTEREST:

None declared.

DEPUTATIONS AND APPOINTMENTS:

DIRECTOR OF PUBLIC WORKS' REPORTS:

Moved by S. Arnold

Seconded by J. Agar

Motion #1 That it be recommended to Council that the monthly report submitted by the Director of Public Works dated July 13, 2016 be received as information.

CARRIED

Committee of the Whole
July 18, 2016

Moved by S. Arnold

Seconded by D. Randell

Motion #2 That it be recommended to Council that contractors working on the replacement of the Marsh Creek Culvert under Lasalle Road be authorized to work on Saturdays to expedite the project.

CARRIED

Moved by J. Agar

Seconded by T. Kingstoll

Motion #3 That it be recommended to Council that the report submitted by the Director of Public Works dated July 13, 2016 related to Surplus Funds from the Rehabilitation of Bear Creek Bridge be received as information and that the surplus funds be re-allocated to the following funds:

1. Lyndoch Street and Beckwith Intersection AODA Upgrade	\$ 50,000
2. Black Creek Bridge at Pretty Road Environmental Assessment	\$ 30,000
3. Baby Road Slope Instability Engineering	\$ 24,000
4. Pave west shoulder (St. Clair River Trail) north of Seager Park	\$ 20,000
5. Miscellaneous Bridge Rehabilitation Fund	<u>\$ 20,000</u>
	\$ 144,000

CARRIED

Moved by D. Randell

Seconded by S. Arnold

Motion #4 That it be recommended to Council that the report submitted by the Director of Public Works dated July 14, 2016 related to an exemption for automatic connection to the municipal water system be received as information.

CARRIED

Moved by S. Arnold

Seconded by J. Agar

Motion #5 That consideration for the exemption of connection to the municipal water system be tabled to determine if a connection to water source on a separate lot is permitted, and if a private well could fit on the subject lot with septic setback considerations.

CARRIED

COORDINATOR OF OPERATIONS' (WORKS) REPORTS:

Moved by S. Arnold

Seconded by D. Randell

Motion #6 That it be recommended to Council that the monthly report submitted by the Coordinator of Operations dated July 11, 2016 be received as information.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #7 That it be recommended to Council that the report submitted by the Coordinator of Operations dated June 29, 2016 with regard to the Telfer Road upgrade be received as information and that the request for upgrading the road surface between Lasalle Road and the township north boundary be denied.

CARRIED

Moved by D. Randell

Seconded by J. Degurse

Motion #8 That it be recommended to Council that the report submitted by the Coordinator of Operations dated June 29, 2016, related to Nova Chemicals Encroachment Agreement be received and that the agreement be accepted with the Mayor and Clerk being authorized to sign the agreement and related documents.

CARRIED

Moved by J. Agar

Seconded by T. Kingstoll

Motion #9 That it be recommended to Council that the report submitted by the Coordinator of Operations dated July 11, 2016 related to Roadside Mowing on Hill Street be received and that staff be directed to undertake a 4 cut trial to determine feasibility, cost, and quality of service for the portion of Hill Street from Highway 40 west to Corunna.

CARRIED

Moved by D. Randell

Seconded by T. Kingstoll

Motion #10 That it be recommended to Council that the report submitted by the Coordinator of Operations dated July 12, 2016 related to Sign reflectivity and replacement be received and that the Township procurement policy be waived for economic benefits, and that the quote from Advantage Data Collection is approved in the amount of \$21,710.46 (including net HST) for inspection of sign reflectivity and for sign replacements, to be paid from the 2016 operations 'sign budget'.

CARRIED

COORDINATOR OF ENGINEERING'S REPORTS:

Moved by D. Randell

Seconded by S. Miller

Motion #11 That it be recommended to Council that the monthly report submitted by the Coordinator of Engineering dated July 13, 2016 be accepted and received as information.

CARRIED

Moved by S. Miller

Seconded by J. Agar

Motion #12 That it be recommended to Council that the report submitted by the Coordinator of Engineering dated July 13, 2016 with regard to Assumption of St. Clair Marina Estates Phase II be received as information and that the following recommendations be approved:

1. That St. Clair Township assumes the works for the St. Clair Marina Estates Phase 2 Subdivision in the former Township of Sombra.
2. That the \$20,000 security deposit currently held be returned to the developer.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #13 That it be recommended to Council that the report submitted by the Coordinator of Engineering dated July 13, 2016 related to Lasalle Watermain Contract Extension be received as information and that the following two recommendations be approved:

1. That the quote submitted by VanBree Drainage and Bulldozing Ltd. in the amount of \$172,065.98 net HST be accepted as a contract extension of the 2015 LaSalle Line Watermain project
2. That the budget shortfall of \$40,000 be funded from water reserves

CARRIED

ASSET MAINTENANCE/MANAGEMENT TECHNOLOGIST:

Moved by S. Arnold

Seconded by J. Agar

Motion #14 That it be recommended to Council that the report submitted by the Asset Maintenance Coordinator dated July 18, 2016 related to WRT St. Clair River Trail be received as information and that the following recommendations be approved subject to the incorporation of the Township logo onto the signs:

- 1) Council accept the attached Map as Route Designation for the St. Clair River Trail
- 2) Council approve the removal of redundant/outdated "Parkway" signs
- 3) Council approve the replacement of Trail Pedestrian Crossing Signs
- 4) Council approve the Public Works department to continue with installation of new SCRT/WRT designation signs

CARRIED

DRAINAGE SUPERINTENDENT'S REPORTS:

Moved by S. Arnold

Seconded by J. Degurse

Motion #15 That it be recommended to Council that the monthly report submitted by the Drainage Superintendent dated July 13, 2016 be received as information and the following recommendation be approved:

- Appoint Spriet Associates to prepare a new engineering report under Section 78 of the Drainage Act, to improve the portion of the Eaves Drain located west of Brigden Road and investigate a possible "over-flow" culvert allowing flow into the "old course of the Eaves Drain" through the former Chatham Gore Township.

CARRIED

Moved by J. Agar

Seconded by J. Degurse

Motion #16 That the report submitted by the Drainage Superintendent dated July 13, 2016 related to the Wilson Drain be received as information and that the payment of engineering fees for the preparation of a new engineers report be approved and that it be financed from the 2017 Capital Budget.

CARRIED

WATER/WASTE WATER SPECIALIST/ORO REPORTS:

Moved by S. Miller

Seconded by J. Degurse

Motion #17 That it be recommended to Council that the report submitted by the Water/Waste Water Specialist dated July 8, 2016 related to Water Meter Reader Software be received as information and that for economic reasons, the Township procurement policy be waived and that the quote submitted by Itron for the water meter reader FCS software, in the amount of \$11,310.62 including net HST, be accepted.

CARRIED

Moved by J. Agar

Seconded by J. Degurse

Motion #18 That it be recommended to Council that the report submitted by the Water/Waste Water Specialist dated July 8, 2016 related to a water/sewer bill credit for 212 Weaver Court be received and that Phil and Loretto Robinson receive a total credit of \$323.65 on their April and July 2016 water/sewer bills.

CARRIED

NEW BUSINESS:

ADJOURNMENT:

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

Moved by S. Miller

Seconded by D. Randell

Motion #19 That the committee meeting hereby adjourn.

CARRIED

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

P. Gilliland
Chairperson

J. Baranek
Secretary