

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

St. Clair Township Civic Centre
Committee Room #1
June 12, 2017
3:00 p.m.

The meeting of the Committee of the Whole was held Monday, June 12, 2017 with the following people present:

J. Agar	Chairperson, Finance & Administration
P. Gilliland	Chairperson, Public Works and Operations
S. Arnold	Mayor
J. De Gurse	Councillor
D. Randell	“
S. Miller	“ (arrived at 3:45 p.m.)
T. Kingston	“
Staff: J. Rodey	CAO
C. DeSchutter	Deputy Clerk (sitting-in for J. Baranek, Clerk)
C. Quenneville	Treasurer
B. Black	Director of Public Works, Operations & Engineering
L. Kennedy	Director of Community Services
W. Anderson	Fire Chief

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

1. DECLARATION OF PECUNIARY INTEREST:

2. GENERAL ACCOUNTS: For the month of May, 2017

3. STATEMENT OF FINANCIAL POSITION: For the period ending May 31, 2017

4. TREASURER’S REPORTS:

- A-1 – Detail Analysis of FM Alert Cost and Revenues
- A-2 – Approval of the 2016 St. Clair River Trail Grant
- A-3 – Debenturing of Barnes Drain By-Law 14 of 2016
- A-4 – January 1 to April 30, 2017 Budget Variance

5. DEPUTY TREASURER’S REPORT:

- T-1- Proposed Partial Network Upgrade and Fiber Optic Installation

6. DIRECTOR OF COMMUNITY SERVICES’ REPORTS:

- Monthly Report
- Canada 150 Committee - Minutes of Meetings

7. FIRE CHIEF’S REPORT:

- Monthly Report

8. DEPUTY CLERK/COORDINATOR OF PLANNING’S REPORT:

- Information Only: Planning/Development Summary

9. NEW BUSINESS:

10. ADJOURNMENT:

1. DECLARATION OF PECUNIARY INTEREST:

None declared.

2. GENERAL ACCOUNTS:

The Committee reviewed the list of General Accounts. Staff was asked for various clarifications, following which the following motion was approved:

Moved by J. De Gurse

Seconded by D. Randell

Motion #1 That this Committee recommend to Council that General Accounts for the month of May 2017, starting with supplier number 147002 YEL001 totaling \$2,175,582.77 be approved.

CARRIED

3. STATEMENT OF FINANCIAL POSITION:

The Committee reviewed the Treasurer's Statement on the Financial Position of the municipality for the period ending May 31, 2017.

Moved by P. Gilliland

Seconded by J. De Gurse

Motion #2 That it be recommended to Council that the Statement of Financial Position for period ending May 31, 2017 be received and approved.

CARRIED

4. TREASURER'S REPORTS:

Moved by D. Randell

Seconded by T. Kingston

Motion #3 That the Detail Analysis of the FM Alert project be received.

CARRIED

In response to inquiries made, Fire Chief Anderson confirmed that the said Alert system was being terminated at the end of 2018. The Treasurer confirmed that the deficit of \$23,213.68 was being funded from Emergency Fund Reserves.

Moved by S. Arnold

Seconded by J. De Gurse

Motion #4 That the following Recommendation be tabled, with staff being asked to provide to Council a summary of the donations received, and the implementation of the policy initially established by Council in the matching of the said donations:

"That Council approves a grant of \$84,429 to the St. Clair River Trail to be financed from the St. Clair Education and Environment reserve fund for the 2016 fundraising year."

TABLED

Moved by D. Randell

Seconded by T. Kingston

Motion #5 That the Treasurer be authorized to self-finance the Township's additional road costs under Section 26 Increased Costs – Non-Prorated for Barnes Drain in the amount of \$262,406 from reserves debentured over ten years at 2.38% based on the current Infrastructure Ontario interest rate.

CARRIED

Moved by J. De Gurse

Seconded by T. Kingston

Motion #6 That the Report of January 1 – April 30, 2017 Actual Budget Variances be received.

CARRIED

5. DEPUTY TREASURER'S REPORT:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #7 That the attached Report (T-1) be received for information, and that new fibre optic cabling along with new network infrastructure (managed switches) be purchased for the arena as described in Report T-1 for \$29,580, and that this purchase be financed through the equipment reserve.

CARRIED

6. DIRECTOR OF COMMUNITY SERVICES' REPORTS:

Moved by T. Kingston

Seconded by D. Randall

Motion #8 That the monthly report submitted by the Director of Community Services dated June 5, 2017 be received as information.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion #9 That the quotation received from Southwest Fence for combined vinyl/glass deck railing replacement installation at the clubhouse in the amount of \$7870 be approved.

CARRIED

Mayor Arnold acknowledged Ken Taylor, a local resident who was present at the meeting who had asked to address Council regarding the closure of the boat launches. He explained to Council his concerns with the municipality's recent closure of the two boat launches. As well, Linda Kennedy provided updated information received from Cowan Insurance.

Moved by S. Arnold

Seconded by T. Kingston

Motion #10 That the barricades at the Branton Cundick and Willow boat launches be removed and signs posted "Use At Own Risk".

CARRIED

Moved by D. Randell

Seconded by P. Gilliland

Motion #11 That "No Swimming" signs be posted at all boat launches and that staff be directed to facilitate a "No Swimming" by-law to implement this.

CARRIED

Following this discussion held, Mr. Taylor made his exit from the meeting at 3:40 p.m.

Moved by P. Gilliland

Seconded by D. Randell

Motion #12 That a Road Closure be approved for Moore Line from the Mooretown Courtright Public School to Emily Street, and Emily Street from the intersection of Moore Line to the Civic Centre on July 1st, 2017, from approximately 2:00 p.m. to 3:30 p.m. for a Parade, as well as a road closure of Emily Street from Victoria Street to the north side of the Civic Centre driveway during the Canada Day celebrations on July 1st, from approximately 1:00 p.m. to 11:00 p.m.

CARRIED

Moved by S. Arnold

Seconded by D. Randell

Motion #13 That due to the fact the John Deere 2653B is the unit that meets the specs best of all the tenders received, the Procurement Policy be waived and that the purchase of the John Deere 2653B Park Mower from Podolinsky Equipment, Petrolia in the amount of \$39,474.08 be approved and that it be fully funded by the municipality.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #14 That the municipality fully fund the purchase of a new groomer at a cost of \$6,450.00 for McDonald Park from the Education & Environment reserve.

CARRIED

7. FIRE CHIEF'S REPORT:

Moved by J. De Gurse

Seconded by S. Miller

Motion #15 That the monthly report submitted by Fire Chief Anderson dated June 12, 2017 be received as information.

CARRIED

Moved by S. Arnold

Seconded by P. Gilliland

Motion #16 That the Report on the Shell Incident of May 28th, 2017 be tabled for the provision of added information relating to additional texts exchanged, including those of the Deputy Chief.

TABLED

Deputy Mayor Gilliland expressed concern regarding the lack of police presence at the firemen's parade held this past weekend during the Firemen's Field Day in Corunna and asked that staff check into this.

Moved by S. Arnold

Seconded by S. Miller

Motion #17 That Council approves the flying of a large Canadian flag between the two tower trucks during the Canada 150 celebrations on July 1st in a location designated by the Director of Community Services.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #18 In response to a request submitted by the Treasurer, Council approve a budget of \$1,500 for the Emergency Services Golf Fundraiser.

CARRIED

8. DEPUTY CLERK REPORT:

Moved by D. Randell

Seconded by P. Gilliland

Motion #19 That the report titled Planning/Development Summary dated June 7, 2017 be received as information.

CARRIED

9. NEW BUSINESS:

Subsequent to discussion at the previous Council meeting, C.A.O. John Rodey confirmed details regarding the request received from Pete Fedorko, and the following motion was approved:

Moved by S. Miller

Seconded by T. Kingston

Motion #20 That Council approve the temporary placement of two seacans at 264 Paget St., Corunna for the period of June 15th – September 30th, 2017.

CARRIED

10. ADJOURNMENT:

Seeing no further business, it was thereby:

Moved by S. Miller

Seconded by J. De Gurse

Motion #21 That the Finance Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:15 p.m.

J. Agar
Chairperson

J. Baranek
Secretary

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

4:00 p.m. – Brian Black – Recycle & Waste Collection App

1. DECLARATION OF PECUNIARY INTEREST:

2. DIRECTOR OF PUBLIC WORKS' REPORT:

- Recycling and Waste Collection App

3. COORDINATOR OF OPERATIONS' (ROADS) REPORTS:

- Monthly Report
- St. Clair River Trail

4. COORDINATOR OF OPERATIONS' (WATER) REPORTS:

- Monthly Report
- Corunna Force Main Air Relief Valves

5. COORDINATOR OF ENGINEERING'S REPORTS:

- Monthly Report
- Fawn Island Parking – North of McKeough Diversion Channel
- LaSalle Line Watermain – Comprehensive Soils Sampling
- Baby Road Slope Instability – Project Update and Alternatives

6. DRAINAGE SUPERINTENDENT'S REPORT:

- Monthly Report

7. WATER/WASTE WATER SPECIALIST'S REPORT:

- Lead Report

8. NEW BUSINESS:

9. ADJOURNMENT:

1. DECLARATION OF PECUNIARY INTEREST:

None declared.

2. DIRECTOR OF PUBLIC WORKS' REPORT:

Brian Black briefly demonstrated to Council the new municipal Recycling & Waste Collection application being introduced by Public Works by month's end, noting that information would be provided to the residents by the local Beacon publication, internet/email, and on the Sports Complex electronic bulletin board.

3. COORDINATOR OF OPERATIONS' (ROADS) REPORTS:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #1 That it be recommended to Council that the following reports submitted by the Coordinator of Operations (Roads) be received as information:

- Monthly Report

- St. Clair River Trail **CARRIED**
Moved by S. Arnold Seconded by J. Agar
Motion #2 That the portion of the St. Clair River Trail located south of Oil Springs Line (approximate address No. 2108) be barricaded to prevent pedestrian use and that the budgeting of repairs be deferred to the 2018 Capital Budget.

CARRIED

4. COORDINATOR OF OPERATIONS (WATER) REPORTS:

Moved by T. Kingston Seconded by J. De Gurse
Motion #3 That it be recommended to Council that the following reports submitted by the Coordinator of Operations (Water) be received as information:

- Monthly Report
- Corunna Force Main Air Relief Valves

CARRIED

Moved by J. Agar Seconded by J. De Gurse
Motion #4 That Council approves the price submitted by Corix for the carbon canister product, at a cost of \$1,618.00 per unit.

CARRIED

5. COORDINATOR OF ENGINEERING'S REPORTS:

Moved by S. Miller Seconded by J. De Gurse
Motion #5 That it be recommended to Council that the following reports submitted by the Coordinator of Engineering be received as information:

- Monthly Report
- Fawn Island Parking – North of McKeough Diversion Channel
- LaSalle Line Watermain – Comprehensive Soils Sampling
- Baby Road Slope Instability – Project Update and Alternatives

CARRIED

Moved by S. Miller Seconded by J. Agar
Motion #6 That the quote submitted by BF Environmental in the amount of \$40,917.52 net HST be approved by Council, and that a total budget of \$45,000 be allocated to the project (Fawn Island Parking) to allow for miscellaneous expenses and staff time.

CARRIED

Moved by D. Randall Seconded by S. Miller
Motion #7 That the Township procurement policy be waived and the proposal submitted by Amec Foster Wheeler in the amount of \$22,800 be approved, due to the consultant's expertise with soils contamination and testing, and that the soils testing be funded from water reserves.

CARRIED

Moved by S. Miller Seconded by T. Kingston
Motion #8 That Baby Road between Stanley Line and White Line be temporarily closed for safety reasons, until a permanent repair to the slope instability is complete and that staff continue the current approach of obtaining all necessary approvals and permitting to realign Jarvis Creek and reconstruct the slope bank adjacent to Baby Road.

CARRIED

6. DRAINAGE SUPERINTENDENT'S REPORT:

Moved by D. Randell Seconded by J. De Gurse
Motion #9 That the monthly report submitted by Drainage Superintendent - Lucas DePooter dated June 7, 2017 be received as information.

CARRIED

Moved by D. Randell

Seconded by T. Kingston

Motion #10 That all Recommendations provided by the Drainage Superintendent in his report, dated June 7, 2017 be endorsed by Council:

1. **Government Drain No. 10**

- **Recommendation** - Approve the replacement of the culvert, within the Government Drain No. 10 by a suitable and qualified contractor, with costs to be paid from “Roads Operation Budget”

2. **Oil Springs Line Closure**

- **Recommendation** – Approve the full closure of Oil Springs Line between Hwy. 40 and Greenfield Road for a duration of 4 days in late July

3. **New Municipal Drain**

- **Recommendation** – Appoint R. Dobbin Engineering Inc. to prepare a new engineering report under Section 4 of the Drainage Act, to incorporate the existing road crossing culvert under Holt Line in Lot C between Concession 9 and 10

4. **Alexander Drain**

- **Recommendation** – Approve the replacement of the access culvert located at 4264 Waubuno Road within the Alexander Drain by a suitable and qualified contractor, with maintenance costs to be charged to the drain

5. **Browning Drain (South)**

- **Recommendation** – Approve the brushing and cleanout of the Browning Drain (South) by a suitable and qualified contractor, with maintenance costs to be charged to the drain

CARRIED

7. WATER/WASTE WATER SPECIALIST REPORT:

Moved by S. Miller

Seconded by J. Agar

Motion #11 That the report titled Lead report dated June 5, 2017 be accepted as information.

CARRIED

8. NEW BUSINESS:

Councillor Miller requested staff to check a tree at 455 John Street affecting traffic visibility north on Evergreen Street. He also relayed concerns expressed by the owner at 3762 St. Clair Parkway about missing property stakes on his property.

Councillor Kingston requested staff to check trees blocking traffic visibility at the southeast corner of Rokeby Line and the St. Clair Parkway. She thanked staff for addressing recent replacement of damaged signs and for the planned removal of the sign in disrepair at the Corunna Treatment Plant.

Deputy Mayor Gilliland requested staff to check a missing catch basin lid south of Rokeby Line/east side of rail line.

Mayor Arnold requested that staff bring forward a report to Council regarding the needed update of the municipality's Policies & Procedures Manual.

9. ADJOURNMENT:

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

Moved by D. Randell

Seconded by J. De Gurse

Motion #12 That the committee meeting hereby adjourn.

CARRIED

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

P. Gilliland
Chairperson

J. Baranek
Secretary