

**COMMITTEE OF THE WHOLE  
FINANCE & ADMINISTRATION COMMITTEE**

St. Clair Civic Centre  
Committee Room 1  
December 18, 2017  
5:00 p.m.

The meeting of the Finance and Administration Committee was held December 18, 2017 with the following people present:

	J. Agar,	Chairperson, Finance & Administration
	S. Arnold,	Mayor
	P. Gilliland	Deputy Mayor
	J. DeGurse	Councillor
	D. Randell	“
	T. Kingston	“
	S. Miller	“
Staff	J. Rodey,	CAO
	J. Baranek,	Director of Administration/Clerk
	C. Quenneville	Director of Finance/Treasurer
	B. Black	Director of Public Works, Operations & Engineering
	P. DaSilva	Coordinator of Engineering
	D. Neely	Coordinator of Roads/Drainage
	C. Westbrook	Coordinator of Operations (Water/Waste water)
	L. Kennedy	Director of Community Services
	W. Anderson	Fire Chief

**FINANCE AND ADMINISTRATION**

**AGENDA:**

1. Opening Remarks – John Rodey, CAO 5:00 - 5:10  
Charles Quenneville, Treasurer
2. Capital Budget
  - A) Fire department presentation 5:11- 5:30
  - B) Community Service presentation 5:31- 6:30
  - C) Public Works 6:31- 7:45
3. Capital Budget Wrap-up 7:46 -8:00

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At the appointed time of 5:00 pm, Chairperson Agar declared the 2018 Capital Budget meeting open and welcomed CAO John Rodey to make opening remarks.

Mr. Rodey highlighted the increase from the OMPF funding as having a favourable increase on the budget and reminded Committee of the thrust to identify a three year budget outlook.

**FIRE DEPARTMENT:**

Moved by S. Arnold

Seconded by S. Miller

**Motion #1** Be it resolved that Project Number 2018-03 *Life Cycle Budgeting Vehicles* be approved and that \$100,000 of the OMPF funding be added to the proposed \$300,000 for a total of \$400,000.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #2** Be it resolved that the following project numbers be approved: 2018-01; 2018-02; 2018-02A; 2018-04; 2018-05.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #3** Be it resolved that Project Number 2018-06 *Deputy Chief Vehicle* be referred to the 2019 budget considerations.

**CARRIED**

Moved by S. Arnold

Seconded by J. Degurse

**Motion #4** Be it resolved that Project Number 2018-07 *Expand Air Monitoring Equipment* be approved to be funded by the Environment and Education Fund.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #5** Be it resolved that Project Number 2018-08 *Emergency Management Software* be approved to be funded by the Year End Reserve.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #6** Be it resolved that Project Numbers 2018-09 and 2018-10 be referred to the 2019 Budget Deliberations.

**CARRIED**

#### **ADMINISTRATION:**

Moved by D. Randell

Seconded by P. Gilliland

**Motion #7** Be it resolved that Project Number 2018-15 *Computer Switches* be approved.

**CARRIED**

#### **MOORE SPORTS COMPLEX:**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #8** Be it resolved that Project Number 2018-20 *Annual Reserve Contribution* be approved and that the contribution be increased by \$50,000 by OMPF Funding.

**CARRIED**

Moved by S. Arnold

Seconded by J. Degurse

**Motion #9** Be it resolved that the following Project Numbers be approved: 2018-21; 2018-25; 2017-29A; 2018-22; 2018-24; 2018-27; 2018-30; 2018-28; 2018-29; 2018-26; and that Project Number 2018-32 *Health Centre Development* be approved to be funded by Year End Surplus.

**CARRIED**

#### **RECREATIONAL FACILITIES:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #10** Be it resolved that Project Number 2018-37 *Facilities Lifecycle Annual Contribution* and the proposed amount be increased by \$50,000 from the OMPF Funding.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #11** Be it resolved that Project Numbers 2017-57 and 2018-40 be approved and that Project Numbers 2018-42 and 2018-43 be approved to be funded by the Life Cycle Reserve.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #12** Be it resolved that Project Number 2018-41 *Emergency Building Renovation Sale Library* be referred to the 2019 Budget Deliberations.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #13** Be it resolved that Project Number 2018-44 *Civic Centre – Renovation of Lower Office* to be funded by the Facility Lifecycle.

**CARRIED**

Moved by D. Randell

Seconded by S. Arnold

**Motion #14** Be it resolved that Project Number 2018-39 Wilkesport Hall/Park Washroom/Concession be approved subject to approval of the plans by Council.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #15** Be it resolved that Project Number 2018-45 *Courtright Library and Friendship Club* be approved to be funded by the Life Cycle Reserve.

**CARRIED**

### **MUSEUMS:**

Moved by S. Arnold

Seconded by D. Randell

**Motion #16** Be it resolved that Project Numbers 2018-51 *Sombra Storage Building* and 2018-47 *Addition to Shaw Building for Artifact Storage* be approved.

**CARRIED**

### **PARKS:**

Moved by S. Arnold

Seconded by D. Randell

**Motion #17** Be it resolved that Project Number 2018-53 *Vehicle and Equipment Reserve* for Parks be approved and the proposed number be increased by \$50,000 from the OMPF grant; and the Project Numbers 2018-54 and 2018-56 be approved for 2018.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #18** Be it resolved that Project Number 2018-55 *Enclosed Trailer for Playground Equipment* be referred to the 2019 Capital Budget deliberations.

**CARRIED**

### **PARK FACILITIES:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #19** Be it resolved that the following Project Numbers are approved for 2018: 2018-67; 2018-69; 2018-75; 2018-61; 2018-62; 2018-73; 2018-77; 2018-79; 2018-64; 2018-63; 2018-65; 2018-68; 2018-70; 2018-71; 2018-72; 2018-76; and that Project Number 2018-74 be referred to the 2019 Capital Budget Deliberations.

**CARRIED**

Moved by S. Miller

Seconded by S. Arnold

**Motion #20** Be it resolved that Project Number 2018-78 Dedecker Park Utility Building Roof Replacement be tabled to allow staff to determine its role and whether or not its existence is imperative.

**CARRIED**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #21** Be it resolved that Project Number 2018-66 Courtright Ball Diamond Maintenance Building be approved to be funded with \$39,363 from Development Charges and the remaining \$10,637 by the Year End Surplus account.

**CARRIED**

**CAMPGROUNDS:**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #22** Be it resolved that the following projects related to the Township campgrounds be approved: 2018-80; 2018-81; 2017-74; 2018-84; 2018-82; and 2018-83.

**CARRIED**

**ST. CLAIR PARKWAY GOLF COURSE:**

Moved by P. Gilliland

Seconded by J. Degurse

**Motion #23** Be it resolved that the following projects related to St. Clair Parkway Golf Course be approved: 2018-88; 2018-90; 2018-89; and 2018-92.

**CARRIED**

Moved by S. Arnold

Seconded by S. Miller

**Motion #24** Be it resolved that the following projects be referred to the 2019 Capital Budget deliberations: 2018-93 *2003 Kubota* and 2018-91 *2000 John Deere Gator*.

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #25** Be it resolved that Project Numbers 2018-94 *Compound Fence* and 2018-95 *Refurbished Clubhouse* be approved and funded by the Year End Surplus Reserve.

**CARRIED**

**ROADS:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #26** Be it resolved that the following Project Numbers related to Township Roads be approved for 2018: 2018-99; 2018-98; 2018-100; 2018-102; 2018-103; and 2018;104.

**CARRIED**

**BRIDGES:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #26** Be it resolved that the following Project Numbers related to Township Bridges be approved for 2018: 2018-151; 2018-152; 2018-153; and 2018-154.

**CARRIED**

**STORM SEWERS:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #27** Be it resolved that Project Number 2018-200 Parkway Storm Pipes – Port Lambton be approved for 2018.

**CARRIED**

**DRAINS:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #28** Be it resolved that the following Project Numbers related to Township Drains be approved for 2018: 2018-250; 2018-251; 2018-252; 2018-253; 2018-254; 2018-255; and 2018-256.

**CARRIED**

Moved by S. Arnold

Seconded by D. Randell

**Motion #29** Be it resolved that Project Number 2018-257 *Parr Drain North* be referred to the 2019 Capital Budget Deliberations.

**CARRIED**

### **ROAD ACCESSORIES:**

Moved by T. Kingston

Seconded by S. Miller

**Motion #30** Be it resolved that the below Projects be approved for 2018:

- 2018-300 *Decorative Streetlights on Lyndoch Street*
- 2018-301 *Re-Asphalt Portion of the St. Clair River Trail*
- 2018-302 *Parking Lot Upgrades*
- 2018-303 *Waste Receptacles Downtown Corunna*

**CARRIED**

Moved by S. Arnold

Seconded by P. Gilliland

**Motion #31** Be it resolved that Project Number 2018-304 River Trail Relocation – Oil Springs Line be reduced to a maximum of \$6000 to be funded by the Environment and Education Fund.

**CARRIED**

### **PUBLIC WORKS EQUIPMENT:**

Moved by S. Arnold

Seconded by S. Miller

**Motion #32** Be it resolved that the following Project Numbers be approved for the 2018 year: 2018-400; 2016-401; 2018-402; 2018-403; 2018-404; 2018-405; and 2018-450.

**CARRIED**

### **WASTEWATER:**

Moved by S. Arnold

Seconded by D. Randell

**Motion #33** Be it resolved that the following Project Numbers be approved for the 2018 year: 2018-500; 2018-501; 2018-502; 2018-503; 2018-504; 2018-550; 2018-551; 2018-552; 2018-553; 2018-554; 2018-555; 2018-556; 2018-557; and 2018-558.

Moved by S. Arnold

Seconded by D. Randell

**Motion #34** Be it resolved that \$1.5 million be transferred from the Water Distribution Reserve to the Waste Water Reserve.

**CARRIED**

### **WATER:**

Moved by S. Arnold

Seconded by J. Degurse

**Motion #35** Be it resolved that the following Project Numbers be approved for the 2018 year: 2018-600; 2018-601; 2018-650; 2018-651; 2018-652; 2018-653; 2018-654; 2018-655; and 2018-656.

**CARRIED**

### **OMPF TRANSFER:**

Moved by S. Arnold

Seconded by T. Kingston

**Motion #36** Be it resolved that the remainder of the OMPF Funding, in the amount of \$190,000, be transferred to the Capital Budget.

**CARRIED**

**ADJOURNMENT:**

Seeing no other business to discuss related to the 2018 Capital Budget, it was thereby moved:

**Motion #37** Be it resolved that the Preliminary 2018 Capital Budget meeting do hereby adjourn.  
**CARRIED**

The meeting was adjourned at 6:00 pm.

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Jeff Agar, Chairperson

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Jeff Baranek, Clerk