



CORPORATION OF THE TOWNSHIP OF ST. CLAIR

COUNCIL MINUTES

SESSION #16

Electronic Meeting
October 11, 2022
3:00 p.m.

A Regular Meeting of Council was held Tuesday, October 11, 2022, at 3:00 p.m. with the following people participating:

S. Arnold	Mayor
S. Miller	Deputy Mayor
R. Atkins	Councillor
P. Brown	Councillor
J. De Gurse	Councillor (via Zoom)
B. Myers	Councillor
T. Kingston	Councillor

Staff:	J. Rodey	CAO
	J. Baranek	Clerk

AGENDA:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting - Session #15 – September 12, 2022

3.2 Moore Museum Advisory Committee Minutes – September 7, 2022

3.3 Drainage Committee Minutes – October 5, 2022

4. DELEGATIONS/PRESENTATIONS

4.1 - 3:10 p.m. – Heritage St. Clair Committee – Dave Pattenden

5. CORRESPONDENCE ITEMS

5.1 Request for Sea Container – 1232 St. Clair Parkway

5.2 Mooretown Minor Hockey – Grant Request

5.3 Request for new Exhibit and Sign at Moore Museum – Rob Thomson

5.4 Moore Optimist – Santa Claus Parade – Request for Road Closure

5.5 Request for alternatives to Guy Wires

6. INFORMATION ITEMS

6.1 Building Permit Report – August 2022

6.2 Lambton County Regional Trail Committee Minutes – September 15, 2022

6.3 Lambton County Council Highlights – October 5, 2022

7. DRAINS

7.1 Drainage Bylaw 33 of 2022 – Dawson Drain Branch – 3rd reading

7.2 Drainage Bylaw 34 of 2022 – McGillivray Drain – 3rd Reading

7.3 Drainage Bylaw 37 of 2022 – City of Sarnia Drains – all readings

8. REPORTS OF COMMITTEES AND STAFF

8.1 Clerk's Report – Update on SeaCans in Residential Zones

8.2 Coordinator of Planning Report – St. Clair Parkway Place Development

8.3 Senior Planner Report – Removal of Holding Symbol - Southside Group, Courtright

8.4 Treasurer's Report – Capital Budget Update and Projection

8.5 Treasurer's Report – Vendor Invoices and CIBC Visa Charges

8.6 Fire Chief Report – Monthly Report

8.7 Director of Public Works' Report – Yellow Fish Road Program Report

8.8 Director of Public Works' Report – Extension of FoodCycler Program

8.9 Coordinator of Works (Roads) Report – County of Lambton Winter Maintenance Agreement

8.10 Coordinator of Works (Roads) Report – James Street Road Allowance

8.11 Coordinator of Works (Roads) Report – Southwestern Sales Gravel Dock Lease Agreement

8.12 Director of Community Services' Report – Rapids/Shell Health Centre Report

8.13 Director of Community Services' Report – Sombra Hall Repairs

8.14 Director of Community Services' Report – Monthly Report

9. BY-LAWS

9.1 By-Law 52 of 2022 – Agreement - City of Sarnia Road Maintenance

9.2 By-Law 53 of 2022 – Confirming By-Law

9.3 By-Law 54 of 2022 - Winter Roads Maintenance Agreement - County of Lambton

9.4 By-Law 55 of 2022 - ZBA - Removal of Holding Symbol - Southside Group, Courtright

9.5 By-Law 56 of 2022 - Lease Agreement - Gravel Dock 3175 St. Clair Parkway

10. NEW BUSINESS/ COUNCILLORS' REPORTS

11. UPCOMING MEETINGS

11.1 Regular (Final) Meeting of Council – Monday, November 7, 2022, 6:00 p.m.

11.2 Inaugural Meeting of New Council – Monday, November 21, 2022, 6:00 p.m.

12. IN CAMERA SESSION

12.1 Municipal Act – Section 239 (2)(d) to consider policy related to electronic monitoring

12.2 Municipal Act - Section 239(2)(d) to consider ongoing protocols related to COVID-19

12.3 Municipal Act – Section 239 (2)(b) To prepare for outgoing personnel

13. ADJOURNMENT

1. CALL TO ORDER

At the appointed time of 3:00 p.m., Mayor Arnold called the meeting to order.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. ADOPTION OF MINUTES

- 3.1 Moved by T. Kingston Seconded by J. De Gurse
Motion 1 Be it resolved that the Minutes from the Regular Council Meeting Session #15 held on September 12, 2022, be received and accepted as printed.

CARRIED

- 3.2 Moved by P. Brown Seconded by T. Kingston
Motion 2 Be it resolved that the Minutes from the below Committees of Council be accepted and approved:

Moore Museum Advisory Committee – September 7, 2022
Drainage Committee Minutes – October 5, 2022

CARRIED

4. DELEGATIONS/PRESENTATIONS

4.1 - 3:10 p.m. – Heritage St. Clair Committee – Dave Pattenden

At the appointed time of 3:10 p.m., Mayor Arnold welcomed Dave Pattenden to make his presentation related to upcoming projects for the Heritage St. Clair Committee.

Moved by S. Miller Seconded by B. Myers
Motion 3 Be it resolved that the proposed location for a Port Lambton Railway Storyboard be approved and that Township staff be directed to install once manufactured.

CARRIED

Moved by S. Miller

Seconded by R. Atkins

Motion 4 Be it resolved that the proposed guidelines for maintenance of abandoned cemeteries be approved.

CARRIED

Moved by P. Brown

Seconded by B. Myers

Motion 5 Be it resolved that improvements to the Reynolds Cemetery include four new corner decorative posts, and a marker on the St. Clair River Trail denoting its location and that staff work with Heritage St. Clair to determine the most suitable ground cover, and that the project be covered by the Environment and Education Fund.

CARRIED

Moved by B. Myers

Seconded by S. Miller

Motion 6 Be it resolved that the quote submitted by Natures Way in the amount of \$678 including HST to maintain and improved St. Mary's Cemetery in Froomfield be approved and that it be funded by the Education and Environment Fund.

CARRIED

5. CORRESPONDENCE

Moved by S. Miller

Seconded by T. Kingston

Motion 7 Be it resolved that Council accept the following items of correspondence as per Council's direction:

5.1 Request for Sea Container – 1232 St. Clair Parkway

5.2 Mooretown Minor Hockey – Grant Request

5.3 Request for new Exhibit and Sign at Moore Museum

5.4 Moore Optimist – Corunna Santa Claus Parade – Road Closure Request

5.5 Request for Alternatives to Guy Wires

CARRIED

5.1 Moved by T. Kingston

Seconded by P. Brown

Motion 8 Be it resolved that a sea container be approved at the property known as 1232 St. Clair Parkway until April 10, 2023, after which it shall be removed.

CARRIED

5.2 Moved by J. De Gurse

Seconded by R. Atkins

Motion 9 Be it resolved that the request submitted by Mooretown Minor Hockey for a grant in the amount of \$6,140 to cover a backdated invoice for the Rise-UP-Cup hosted in 2019 be approved and that it be funded by the Environment and Education Fund.

CARRIED

5.3 Moved by S. Miller

Seconded by P. Brown

Motion 10 Be it resolved that the request for a new sign and new exhibit for the Moore Museum be referred to the Museum Board for consideration.

CARRIED

5.4 Moved by B. Myers

Seconded by P. Brown

Motion 11 Be it resolved that Lyndoch Street be closed on November 26, 2022, from approximately 6:15 p.m. through 7:30 p.m., to accommodate the Moore Optimist Santa Claus Parade, and that staff be directed to provide required roadblock materials and labour.

CARRIED

5.5 Moved by S. Miller

Seconded by T. Kingston

Motion 12 Be it resolved that the request to consider alternatives to barriers installed along St. Clair Parkway that would provide for easier access to private docks be referred to staff for a report.

CARRIED

6. INFORMATION ITEMS

Moved by P. Brown

Seconded by R. Atkins

Motion 13 Be it resolved that the following item of information be dealt with as per Council's direction:

6.1 Building Permit Report – August 2022

6.2 Lambton County Regional Trail Committee Minutes – September 15, 2022

6.3 Lambton County Council Highlights – October 5, 2022

CARRIED

7. DRAINS

Moved by B. Myers

Seconded by T. Kingston

Motion 14 Be it resolved the following Drainage By-Laws be read the third and final time and be thereby passed:

7.1 Drainage By-Law 33 of 2022 – Dawson Drain Branch

7.2 Drainage By-Law 34 of 2022 – McGillivray Drain

CARRIED

Moved by B. Myers

Seconded by T. Kingston

Motion 15 Be it resolved the following Drainage By-Law receive all three readings and be thereby passed:

7.3 Drainage By-law 37 of 2022 – City of Samia Drains

CARRIED

8. REPORTS OF COMMITTEES AND STAFF

8.1 Moved by S. Miller

Seconded by T. Kingston

Motion 16 Be it resolved that the *Revision of Policies for issuing permits for sea-cans* report submitted by Clerk Jeff Baranek be received as information and staff be directed to draft new provisions for consideration.

CARRIED

8.2 Moved by R. Atkins

Seconded by T. Kingston

Motion 17 Be it resolved that the *St. Clair Parkway Place Development* report submitted by Coordinator of Planning Carlie McClemens be received as information.

CARRIED

8.3 Moved by S. Miller

Seconded by P. Brown

Motion 18 Be it resolved that the *Removal of Holding Symbol – Southside Group* report submitted by Senior Planner Ian MacDougall be received as information and that corresponding Bylaw 55 of 2022 be considered for approval.

CARRIED

8.4 Moved by T. Kingston

Seconded by S. Miller

Motion 19 Be it resolved that the *Capital Budget Projection and Update* report submitted by Treasurer George Lozon be received as information.

CARRIED

8.5 Moved by T. Kingston

Seconded by R. Atkins

Motion 20 Be it resolved that the *Vendor Invoices and CIBC Visa Charges* report submitted by Treasurer George Lozon be received as information and that the vendor invoices for the period of September 4, 2022 through October 1, 2022 totaling \$8,667,932.76 and the CIBC Visa charges for the period of July 25, 2022 through August 24, 2022 totaling \$32,465.68 be approved.

CARRIED

- 8.6 Moved by S. Miller Seconded by R. Atkins
Motion 21 Be it resolved that the *Monthly* report submitted by Director of Emergency Services Richard Boyes be received as information.
CARRIED

8.7 Moved by R. Atkins Seconded by P. Brown
Motion 22 Be it resolved that the *St. Clair Region Conservation Authority – Yellow Fish Road Program* report submitted by Director of Public Works Brian Black be received as information and that the program be approved and staff be authorized to issue an authorization letter; and finally that the Mayor and Clerk be authorized to execute any appurtenant documents.
CARRIED

8.8 Moved by T. Kingston Seconded by S. Miller
Motion 23 Be it resolved that the *Food Cycler Trial – Proposed Extension* report submitted by Director of Public Works Brian Black be received as information and that the food waste diversion pilot project be extended by an additional 50 units at an additional cost of \$7,500 plus delivery, to be funded by the Education and Environment Fund.
CARRIED

8.9 Moved by P. Brown Seconded by J. De Gurse
Motion 24 Be it resolved that the *Lambton County Winter Maintenance Agreement* report submitted by Coordinator of Works (Roads) David Neely be received as information and that the agreement be approved, and that the Mayor and Clerk be authorized to execute the agreement.
CARRIED

8.10 Moved by S. Miller Seconded by P. Brown
Motion 25 Be it resolved that the *James Street Road Allowance* report as submitted by Director of Works (Roads) – Dave Neely be TABLED to allow staff to produce an accessory report to consider options if declared surplus.
TABLED

8.11 Moved by B. Myers Seconded by J. De Gurse
Motion 26 Be it resolved that the *Municipal Dock Use Agreement* report submitted by Coordinator of Works (Roads) David Neely be received as information and that the agreement be approved, and that the Mayor and Clerk be authorized to execute the agreement.
CARRIED

8.12 Moved by P. Brown Seconded by T. Kingston
Motion 27 Be it resolved that the *Shell Health Centre* report submitted by Director of Community Services Kendall Lindsay be received as information and that the following recommendations be approved and that they be funded by the Environment and Education Fund:

 1. DeGroots be awarded the landscaping contract in the amount of \$8,521.66 for the addition of low maintenance gardens (not inclusive of the tree replacement along the east lot line);
 2. TSN Gutters be awarded the contract for the installation of eavestroughs in the amount of \$4,750;
 3. The removal of the brick sign and drainage improvements in the amount of approximately \$7,000.

CARRIED

8.13 Moved by T. Kingston Seconded by B. Myers
Motion 28 Be it resolved that the *Sombra Hall Repair Report* report submitted by Director of Community Services Kendall Lindsay be received as information and that the bid submitted by Moran Contracting in the amount of \$38,700.00 before HST be approved and that the project be funded by the Environment and Education fund.

CARRIED

8.14 Moved by S. Miller

Seconded by T. Kingston

Motion 29 Be it resolved that the *Monthly* report submitted by Director of Community Services Kendall Lindsay be received as information.

CARRIED

9. BY-LAWS

Moved by J. De Gurse

Seconded by T. Kingston

Motion 30 Be it resolved that the following By-Law receive all three readings and that the Mayor and Clerk be authorized to execute appurtenant agreements and be thereby passed:

9.1 By-law 52 of 2022 – Agreement – City of Sarnia

9.2 By-Law 53 of 2022 – Confirming By-Law

9.3 By-Law 54 of 2022 – Winter Roads Winter Agreement – County of Lambton

9.4 By-Law 55 of 2022 – ZBA – Removal of Holding Symbol – Southside Group, Courtright

9.5 By-Law 56 of 2022 – Lease Agreement – Sombra Gravel Dock – Southwest Sales

CARRIED

10. NEW BUSINESS/COUNCILLORS' REPORTS:

Councillor Atkins

Councillor Atkins attended many meetings and events including Parks Advisory Board, Committee of Adjustment, Tourism Sarnia Lambton, St. Clair River Trail, all candidate nights.

Councillor Atkins reported that despite not pursuing re-election to Council, she registered to participate in the 2023 Teeny Town Webinars which are focused on volunteerism and its impact on local economic prosperity.

Councillor Brown

Councillor Brown attended many meetings and events including the SCRCA meeting and Bi-National Boat Cruise, all candidate nights, Conservation Ontario meeting, golf committee meeting, and the CAER Board meeting.

Councillor Brown asked staff for an approximate cost to have full traffic lights at the intersection of Queen and Hill Streets as opposed to the approved Pedestrian Crossing and was advised it would be approximately \$250,000 compared to approximately \$125,000.

Councillor De Gurse

Councillor De Gurse noted he attended the Brigden Fair as a consumer for the first time in decades as he typically attends as a volunteer.

Councillor Kingston

Councillor Kingston attended many events since the last meeting including: Township Service Awards Luncheon; Shell Community Open House; Museum Craft Sale; Ceremony for Queen's Memorial Garden; IESO Webinar, Parks Advisory Committee meeting; Committee of Adjustment meeting; Tourism Sarnia Lambton Annual General Meeting; Moore Museum meeting; Brigden Fair Parade; all candidate nights; Lambton Federation of Agriculture Information Night and the Tourism and Cultural Event at Aamjiwnaang First Nation.

Councillor Kingston closed her report by reporting Good Roads has a scholarship program for children of municipal workers and advised she would share the information.

Councillor Myers

Councillor Myers attended many meetings and events including all candidate nights; Sombra Museum meeting; Drainage meetings; and the Lambton Federation of Agriculture information night.

Councillor Myers reported he volunteered at the Brigden Fair and thanked all those responsible for putting on a tremendous event which was attended by 44,723 visitors. He noted the pie auction raised more than \$10,000 for St. Joseph's Hospice.

Councillor Myers closed his report by congratulating Councillor De Gurse and his wife Stephanie for earning the Ontario Association of Agricultural Societies (OAAS) Meritorious Service Award which is given in honour of those who contribute time and energy to an Agricultural Society.

Deputy Mayor Miller

Deputy Mayor Miller participated in many events and meetings since the last meeting of Council including all candidate nights; the SCRCA meeting; the Township Service Awards; County Council meeting; and the opening of the Brigden Fair.

Deputy Mayor Miller received an update on the rail crossing at Lambton Line where it was reported the County of Lambton has retained a contractor to have the necessary improvements undertaken.

Mayor Arnold

Mayor Arnold congratulated Councillor De Gurse and his wife Stephanie on their OASS Award. Mayor Arnold participated in the opening ceremonies for the Brigden Fair; the Township Service Awards; the Shell Terminal Mural Designation; the LAWSS meeting; and Drainage meetings.

Mayor Arnold received an update from staff that the new tarp to replace the one on the salt shed which was damaged in a summer storm is under production and should be installed in November; and asked staff to seek an update from Cogeco on when the new fibre lines will be in-service.

Mayor Arnold closed his report by thanking those who represented the Township in his place and encouraged the next Council to seek the replacement of improvement of the washrooms along the Parkway parks.

11. UPCOMING MEETINGS

11.1 Regular (Final) Meeting of Council – Monday, November 7, 2022, at 6:00 p.m.

11.2 Inaugural Meeting of Council – Monday, November 21, 2022, at 6:00 p.m.

12. IN CAMERA SESSION

Moved by P. Brown

Seconded by J. De Gurse

Motion 31 Be it resolved that the meeting enter an in-camera session to consider the following:

12.1 Section 239(2)(d) to consider policy related to electronic monitoring

12.2 Section 239(2)(d) to consider ongoing protocols related to COVID-19

12.3 Section 239(2)(b) to prepare for outgoing personnel

CARRIED

RISE AND REPORT

Mayor Arnold asked for any forthcoming motions stemming from the in-camera session.

Moved by P. Brown

Seconded by R. Atkins

Motion 32 Be it resolved that the Electronic Monitoring Policy as produced by Director of Human Resources Kelly Gibson be approved and that it be effective immediately.

CARRIED

13. ADJOURNMENT

Seeing no other business to conduct, it was thereby moved:

Moved by S. Miller

Seconded by B. Myers

Motion 33 Be it resolved that the meeting do hereby adjourn.

CARRIED

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



Mayor – Steve Arnold



Clerk – Jeff Baranek

