



Township of St. Clair

Agenda

Regular Council Meeting
Monday, March 4, 2024 @ 3:00 PM
Council Chambers

1. **CALL TO ORDER**
2. **LAND ACKNOWLEDGEMENTS**
3. **DECLARATION OF PECUNIARY INTEREST**
4. **ADOPTION OF MINUTES**
 - 4.1. Council Meeting - February 20, 2024
 - 4.2. Minutes of Township Committees -
Moore Museum Minutes and Update - Dec 2023 - Feb 2024
Heritage St Clair - Minutes Jan 10, 2024
Sombra Museum Board - February 27, 2024
Sombra Museum Board - January 30, 2024
5. **DELEGATIONS/PRESENTATIONS**
 - 5.1. **3:10 p.m. - Presentation**
St. Clair River Trail - Rose Atkins - 2024 Vision
6. **INFORMATION ITEMS**
 - 6.1. Lambton Group Police Services Board - November - February Meeting Highlights + Reports
 - 6.2. Building Permit Comparison - January 2024
 - 6.3. County of Lambton - Council Motion
7. **CORRESPONDENCE**
 - 7.1. Captain Kidd Days - Request for Community Event and Firework Display
8. **REPORTS OF COMMITTEES AND STAFF**
 - 8.1. Clerk's Report - Cemetery Operations Software
 - 8.2. Clerk's Report - Request for Special Meeting - OP Review
 - 8.3. Clerk's Report - Housekeeping - Tom St. Trunk Sanitary Relocation
 - 8.4. Deputy Clerk/ Coordinator of Planning Report - Temporary Second Dwelling Extension - 897 Grant Rd
 - 8.5. Treasurer's Report - 2024 Investment Options - Report 2

- 8.6. Treasurer's Report - 2024 Taxation Write Offs
- 8.7. Treasurer's Report - Vendor Invoices and CIBC Visa Charges
- 8.8. Treasurer's Report - Financial Statements
- 8.9. Deputy Treasurer's Report - Council Remuneration 2023
- 8.10. Director of Emergency Services / Fire Chief Report - Monthly Report
- 8.11. Director of Public Works Report - Courtright WWTP Expansion Update
- 8.12. Coordinator of Operations (Works) Report - Results of RFQ - Tractor / boom mower replacement
- 8.13. Director of Community Services Report - Monthly Report
- 8.14. Director of Community Services Report - Sombra Museum Cultural Centre Building Condition
- 8.15. Coordinator of Facilities and Parks Report - MSC Pool Filtration Replacement

9. BY-LAWS

- 9.1. By-law 13 of 2024 - Water Use Agreement - Nova - Corunna Site
- 9.2. By-law 14 of 2024 - Watermain Connection Agreements - LaSalle to Vidal
- 9.3. By-law 15 of 2024 - Watermain Connection Agreements - LaSalle to Virgil

10. COUNCILLORS' REPORTS

11. UPCOMING MEETINGS

- 11.1. Operating Budget - Thursday March 7, 2024, 5:00 p.m. (not live streamed)
- 11.2. Regular Meeting - Session 5 - March 18, 2024, 6:00 p.m.
- 11.3. Regular Meeting - Session 6 - Tuesday April 2, 2024, 3:00 p.m.

12. IN CAMERA SESSION

- 12.1. Section 239(2)(c) - to consider a Proposed Purchase of Private Property
- 12.2. Section 239(2)(c) to consider a proposed encroachment onto Township Land
- 12.3. Section 239(2)(d) to discuss a personnel issue

13. ADJOURNMENT



MINUTES

Regular Council Meeting

3:00 PM - Monday, March 4, 2024
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, March 4, 2024, at 3:00 PM, in the Council Chambers, with the following members present:

PRESENT: Councillor Bill Myers, Councillor Brad Langstaff, Mayor Jeff Agar, Councillor Pat Brown, Deputy Mayor Steve Miller, Councillor Cathy Langis, Clerk Jeff Baranek, and CAO John Rodey

EXCUSED: Councillor Holly Foster

1 CALL TO ORDER

Mayor Agar called the meeting to Order and asked those in attendance to observe a moment of silence for the late former Prime Minister of Canada Brian Mulroney.

This meeting is being streamed live through the St. Clair Township Website. By attending a public meeting of Council you are consenting to your image, voice and comments being recorded and published to the Township website.

Anyone who is invited to speak will be recorded and their voice, image and comments will form part of the live stream and public record.

2 LAND ACKNOWLEDGEMENTS

We acknowledge that this land on which we are gathered today is part of the ancestral land of the Chippewa, Odawa, and Potawatomi peoples, referred to collectively as the Anishinaabeg. It is through the connection of the Anishinaabeg with the spirit of the land, water and air that we recognize their unique cultures, traditions, and values. Together as treaty people, we have a shared responsibility to act with respect for the environment that sustains all life, protecting the future for those generations to come.

3 DECLARATION OF PECUNIARY INTEREST

None declared.

4 ADOPTION OF MINUTES

4.1 - Council Meeting - February 20, 2024

MOTION 1

Cathy Langis made a motion - Be it resolved that the minutes of the regular council meeting held on February 20, 2024 be received and approved.
Pat Brown seconded the motion. CARRIED.

4.2 - Minutes of Township Committees

MOTION 2

Steve Miller made a motion - Be it resolved that the minutes of the following committees be accepted and approved.

- Moore Museum Minutes and Update - Dec 2023 - Feb 2024
 - Heritage St. Clair - Minutes Jan. 10, 2024
 - Sombra Museum Board - February 27, 2024
 - Sombra Museum Board - January 30, 2024
- Bill Myers seconded the motion. CARRIED.

5 DELEGATIONS/PRESENTATIONS

5.1 - 3:10 p.m. - Presentation St. Clair River Trail - Rose Atkins - 2024 Vision

At the appointed time of 3:10 p.m., Mayor Agar welcomed Rose Atkins to make her presentation on the status of the St. Clair River Trail Committee.

The committee is in a transition with retiring members, and now that the trail is complete, their purpose has been reconsidered. The Committee would like to continue to meet to help identify and facilitate improvements to the trail and its amenities. The Committee is proposing a new vision statement:

The St. Clair River Trail Committee is an advisory Committee of Council that promotes the development, preservation, safety and use of trails and trail-based activities in St. Clair Township.

In addition to approving the proposed vision statement, the SCRT Committee is seeking:

- a regular meeting space (preferably at the Moore Sports Complex)
- a member of staff to act as the Committee's Liaison
- a township email address.

Mayor Agar thanked the Rose and the committee for their tireless efforts in beautifying the trail and connecting our riverfront communities.

MOTION 3

Cathy Langis made a motion - Be it resolved that the new St. Clair River Trail Committee Vision Statement be approved; that the committee be facilitated a room at the Moore Sports Complex for all meetings at no cost; that the committee be assigned a specific township email address; and that Township staff be directed to consider ways to best facilitate a liaison to be assigned to the Committee. Bill Myers seconded the motion. CARRIED.

6 INFORMATION ITEMS

- 6.1 - Lambton Group Police Services Board - November - February Meeting Highlights + Reports
- 6.2 - Building Permit Comparison - January 2024
- 6.3 - County of Lambton - Council Motion

MOTION 4

Bill Myers made a motion - Be it resolved the following items be received as information:

- 6.1 - Lambton Group Police Services Board - November - February Meeting Highlights + Reports
 - 6.2 - Building Permit Comparison - January 2024
 - 6.3 - County of Lambton - Council Motion
- Brad Langstaff seconded the motion. CARRIED.

7 CORRESPONDENCE

- 7.1 - Captain Kidd Days - Request for Community Event and Firework Display

MOTION 5

Pat Brown made a motion - Be it resolved that Council accept the following items of correspondence as per Council's direction.

- 7.1 - Captain Kidd Days - Request for Community Event and Firework Display
- Brad Langstaff seconded the motion. CARRIED.

MOTION 6

Pat Brown made a motion - Be it resolved that Captain Kidd Days being held at CAP Park in Corunna August 1 – 4, 2024 be declared a Municipally Significant Event; and be it further resolved that a fireworks show be approved as part of

the festivities to be held on August 4, 2024, subject to compliance with the Township's Fireworks By-law 50 of 2020.

Brad Langstaff seconded the motion. CARRIED.

8 REPORTS OF COMMITTEES AND STAFF

8.1 - Clerk's Report - Cemetery Operations Software

MOTION 7

Bill Myers made a motion - Be it resolved that the Cemetery Operation Software report submitted by Clerk Jeff Baranek be received as information and that the Township enter into a contract with CemSites Cloud Software for the administrative operation of Township Cemeteries; and that the costing be considered during the Operating Budget Deliberations.

Cathy Langis seconded the motion. CARRIED.

8.2 - Clerk's Report - Request for Special Meeting - OP Review

MOTION 8

Pat Brown made a motion - Be it resolved that the Special Meeting Request for Official Plan Review report submitted by Clerk Jeff Baranek be received as information. Steve Miller seconded the motion. CARRIED.

MOTION 9

Pat Brown made a motion - Be it resolved that a Special Meeting of Council devoted to the proposed Official Plan amendments be held on Wednesday April 10th at 5:30 p.m. in the Council Chambers.

Cathy Langis seconded the motion. CARRIED.

8.3 - Clerk's Report - Housekeeping - Tom St. Trunk Sanitary Relocation

MOTION 10

Steve Miller made a motion - Be it resolved that the Housekeeping – Tom Street Trunk Sanitary Relocation report submitted by Clerk Jeff Baranek be received as information and that Motion 19 from the official minutes of the Regular Council meeting held on November 6, 2023 be corrected by removing "Option 3C" and

replacing same with "Option 3A" as was always intended.

Cathy Langis seconded the motion. CARRIED.

8.4 - Deputy Clerk/ Coordinator of Planning Report - Temporary Second Dwelling Extension - 897 Grant Rd

MOTION 11

Bill Myers made a motion - Be it resolved that the *Temporary Second Dwelling Extension at 897 Grant Rd* report submitted by Carlie McClemens, Deputy Clerk/Coordinator of Planning, be received as information and that a two (2) month extension be granted for the existing Temporary Second Dwelling Agreement, executed by By-law Number 24 of 2023.

Brad Langstaff seconded the motion. CARRIED.

8.5 - Treasurer's Report - 2024 Investment Options - Report 2

MOTION 12

Pat Brown made a motion - Be it resolved that the Treasurer's 2024 Investment Options Report be received and that the Mayor and Treasurer be authorized to sign GIC investment agreements for three different terms:

- (1) A 1-year GIC for one million dollars
- (2) A 2-year GIC for one million dollars
- (3) A 3-year GIC for one million dollars;

Be it further resolved that each of the three GIC's be purchased from whichever of the five largest Canadian banks have the best rates on the purchase date for that particular GIC (Toronto-Dominion Bank, Royal Bank of Canada, Bank of Nova Scotia-Scotiabank, Bank of Montreal, and CIBC), and the timing of these investments be decided by the Treasurer based on current market conditions. Steve Miller seconded the motion. CARRIED.

8.6 - Treasurer's Report - 2024 Taxation Write Offs

MOTION 13

Cathy Langis made a motion - Be it resolved that the Treasurer's 2024 Taxation Write Offs report be received and that the Treasurer, in accordance with the provisions of Sections 357 and 358 of the Municipal Act, be authorized to write off property taxes for the year of 2023 as identified in "Appendix A". Brad Langstaff seconded the motion. CARRIED.

8.7 - Treasurer's Report - Vendor Invoices and CIBC Visa Charges

MOTION 14

Brad Langstaff made a motion - Be it resolved that the following vendor invoices be approved for the period of January 28, 2024, to February 24, 2024, totaling \$7,580,278.14; along with RBC Visa charges for the period January 16, 2024, to February 15, 2024, totaling \$51,724.61. Bill Myers seconded the motion. CARRIED.

8.8 - Treasurer's Report - Financial Statements

MOTION 15

Steve Miller made a motion - Be it resolved that the *Financial Statements* report, submitted by Treasurer George Lozon, dated January to December 2023 be received as information. Pat Brown seconded the motion. CARRIED.

8.9 - Deputy Treasurer's Report - Council Remuneration 2023

MOTION 16

Cathy Langis made a motion - Be it resolved that the *2023 Council Remuneration and Expense* report as submitted by Eric Hicks, Deputy Treasurer be received as information. Bill Myers seconded the motion. CARRIED.

8.10 - Director of Emergency Services / Fire Chief Report - Monthly Report

MOTION 17

Cathy Langis made a motion - Be it resolved that the *Emergency Services* report submitted by Director of Emergency Services/Fire Chief Richard Boyes be received as information. Steve Miller seconded the motion. CARRIED.

8.11 - Director of Public Works Report - Courtright WWTP Expansion Update

MOTION 18

Bill Myers made a motion Be it resolved that the *Courtright WWTP Expansion Update* report submitted by the Director of Public Works, Brian Black, be received as information. Brad Langstaff seconded the motion. CARRIED.

MOTION 19

Steve Miller made a motion - Be it resolved that the recommendation to move forward with the Scenario 2 WWTP Expansion option for the purpose of applying for funding and finalization of the MCEA be approved; and be it further resolved that a deviation from the Township Procurement Policy be approved to allow for an RFQ from the 3 preferred vendors, for the Courtright WWTP Expansion Detailed Design, in place of a full public invitation to tender in order to reduce the detailed design timeline. Brad Langstaff seconded the motion. CARRIED.

- 8.12 - Coordinator of Operations (Works) Report - Results of RFQ - Tractor / boom mower replacement

MOTION 20

Steve Miller made a motion - Be it resolved that the *Results of RFQ - Tractor / boom mower* report submitted by Coordinator of Operations, David Neely, be received as information and that the lowest quotation submitted by Jansen Sales in the amount of \$348,833.30 (including net HST) for the supply of a 6155M John Deere Tractor and a Greentec Scorpion 630-6 plus boom mower, be accepted and approval for purchase be granted. Cathy Langis seconded the motion. CARRIED.

- 8.13 - Director of Community Services Report - Monthly Report

MOTION 21

Pat Brown made a motion - Be it resolved that the *March 4th Information Report* submitted by Director of Community Services, Kendall Lindsay, be received as information. Cathy Langis seconded the motion. CARRIED.

- 8.14 - Director of Community Services Report - Sombra Museum Cultural Centre Building Condition

MOTION 22

Steve Miller made a motion - Be it resolved that the Sombra Museum Cultural Centre Building Project Report submitted by Director of Community Services Kendall Lindsay be received as information. Cathy Langis seconded the motion. CARRIED.

MOTION 23

Pat Brown made a motion - Be it resolved that WSP's phase one of the geotechnical field program quoted at \$13,750.00 be deferred for consideration during 2024 Operating Budget deliberations. Steve Miller seconded the motion. CARRIED.

- 8.15 - Coordinator of Facilities and Parks Report - MSC Pool Filtration Replacement

MOTION 24

Steve Miller made a motion Be it resolved that the *MSC Pool Filtration Replacement - Recommendation* report submitted by Coordinator of Facilities and Parks be received as information and that: The quote submitted by Acapulco Pools Ltd in the amount of \$196,559.00 plus HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents. Cathy Langis seconded the motion. CARRIED.

9 **BY-LAWS**

- 9.1 - By-law 13 of 2024 - Water Use Agreement - Nova - Corunna Site

- 9.2 - By-law 14 of 2024 - Watermain Connection Agreements - LaSalle to Vidal

- 9.3 - By-law 15 of 2024 - Watermain Connection Agreements - LaSalle to Virgil

MOTION 25

Brad Langstaff made a motion - Be it resolved that the following drainage by-laws receive third and final readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

- 9.1 - By-law 13 of 2024 - Water Use Agreement - Nova -Corunna Site

- 9.2 - By-law 14 of 2024 - Watermain Connection Agreements - LaSalle to Vidal

- 9.3 - By-law 15 of 2024 - Watermain Connection Agreements - LaSalle to Virgil

Bill Myers seconded the motion. CARRIED.

10 COUNCILLORS' REPORTS

Councillor Brown

Councillor Brown attended the Lambton Group Police Services Board meeting.

Councillor Brown also announced he was pleased to be elected the Chairperson of the St. Clair Region Conservation Authority (SCRCA) Board for a second straight year.

Councillor Langis

Councillor Langis attended the Sombra Museum Board meeting, and a retirement festivity for Robin McLachlin and Peggy Murray who are retiring from the Township after long fruitful careers.

Councillor Langstaff

Councillor Langstaff attended the Annual General Meeting of the SCRCA and congratulated Councillor Brown on being named the Chairperson for 2024.

Councillor Myers

Councillor Myers attended the recent Heritage St. Clair meeting and asked staff to watch for a request from the committee to confirm locations for the installation of the next round of historical hamlet signs.

Councillor Myers also noted the upcoming Wilkesport Community Hall meeting and encouraged anyone interested in joining the board to attend the meeting or contact him for information.

Deputy Mayor Miller

Deputy Mayor Miller attended the County Committee meeting; the SCRCA meeting; the Committee of Adjustment meeting; and the retirement festivity for Robin McLachlin and Peggy Murray.

Mayor Agar

Mayor Agar represented the Township at many events including the spouse's night at the Brigden Fire Hall and continued discussions with Cogeco in the pursuit to bring high speed reliable internet to all residents of the Township.

11 UPCOMING MEETINGS

- 11.1 - Operating Budget - Thursday March 7, 2024, 5:00 p.m. (not live streamed)
- 11.2 - Regular Meeting - Session 5 - March 18, 2024, 6:00 p.m.
- 11.3 - Regular Meeting - Session 6 - Tuesday April 2, 2024, 3:00 p.m.

12 IN CAMERA SESSION

- 12.1 - Section 239(2)(c) - to consider a Proposed Purchase of Private Property
- 12.2 - Section 239(2)(c) to consider a proposed encroachment onto Township Land
- 12.3 - Section 239(2)(d) to discuss a personnel issue

MOTION 26

Pat Brown made a motion - Be it resolved that the meeting enter into an in-camera meeting to discuss the following:

- 12.1 - Section 239(2)(c) - to consider a Proposed Purchase of Private Property
- 12.2 - Section 239(2)(c) to consider a proposed encroachment onto Township Land
- 12.3 - Section 239(2)(d) to discuss a personnel issue

Steve Miller seconded the motion. CARRIED.

12.4 - RISE AND REPORT

MOTION 27

Steve Miller made a motion - Be it resolved that the request to install a private dock on Township property in the canal adjacent to 4770 Old River Road be denied. Cathy Langis seconded the motion. CARRIED.

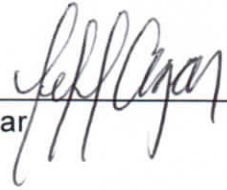
13 ADJOURNMENT

MOTION 28

Steve Miller made a motion - Be it resolved that the meeting do hereby adjourn. Bill Myers seconded the motion. CARRIED.

The Meeting was adjourned at 4:35 p.m.

Mayor – Jeff Agar



Clerk – Jeff Baranek

