



Township of St. Clair

Agenda

Regular Council Meeting

Monday, April 7, 2025 @ 3:00 PM

Council Chambers

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENTS

3. DECLARATION OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

- 4.1. Regular Council Meeting - March 17, 2025
[DRAFT Regular Council - 17 March 2025 - Minutes](#)
- 4.2. Minutes of Township Committees:
[Heritage St Clair Minutes - February 19, 2025](#)
[Sombra Museum Board Minutes - March 2025](#)
[Campbell Drain - Branch 1 Consideration Meeting Minutes - March 13, 2025](#)
[Parks Advisory Committee Minutes - Mar 18th 2025](#)

5. DELEGATIONS/PRESENTATIONS

- 5.1. 3:10 - John Mascarin - Report on Municipal Conflict of Interest Act Complaints
[Joint MCIA Report - Applications 2025-01 and 2025-02 - April 1 2025](#)

6. CORRESPONDENCE ITEMS

- 6.1. Firefighters' Field Day - Municipal Event / Sponsorship Request
[Firefighters' Field Days - Municipal Event / Sponsorship Request](#)
- 6.2. The RAM Stampede Sponsorship Request
[The Ram Stampede Sponsorship Request](#)
- 6.3. Lambton Group OPP Detachment Board - Policed Communities Motion Request Re Continued Provincial Billing Statement Supplement
[LGODB OPP policed communities motion request re continued provincial billing statement supplement](#)
- 6.4. Sombra Days - Municipal Event Request
[Sombra Days 2025](#)
- 6.5. St. Clair River Run - Reconsideration Request for Support
[St Clair River Run - Request for Support](#)

7. INFORMATION

- 7.1. County of Lambton - News Release - Council Highlights - April 3, 2025
[News Release - Council Highlights - April 3, 2025](#)

8. REPORTS OF COMMITTEES AND STAFF

- 8.1. Treasurer Report - 2024 Section 357 / 358 Write-offs
[2024 Section 357 358 Write Off Summary](#)
- 8.2. Treasurer Report - Vendor Invoices & RBC VISA Charges
[202504 Vendor Invoices and RBC VISA Charges](#)
- 8.3. Treasurer Report - 2025 Final Operating Budget
[2025 Final Operating Budget](#)
- 8.4. Senior Tax Clerk Report - 2025 Taxation Write-offs
[2025 Taxation Write-offs](#)
- 8.5. Director of Emergency Services / Fire Chief Report - Emergency Services Monthly Report
[Emergency Services Monthly Report](#)
- 8.6. Director of Emergency Services / Fire Chief Report - Emergency Warning Sirens
[Emergency Warning Sirens](#)
- 8.7. Director of Emergency Services / Fire Chief Report - Installation of Fire Gear Extractors and Dryers
[Installation of Fire Gear Extractors and Dryers](#)
- 8.8. Coordinator of Engineering Report - Storm Sewer Outfall at Corunna Pumping Station
[Storm Sewer Outfall at Corunna Pumping Station](#)
- 8.9. Coordinator of Engineering Report - Asset Management Plan Update - Request for Proposal
[Asset Management Plan Update RFP](#)
- 8.10. Coordinator of Operations Report - Off Road Vehicles on Municipal Property (Brooktree Drive)
[Off Road Vehicles on Municipal Property \(Brooktree Drive\)](#)
- 8.11. Director of Community Services Report - Community Services Information
[Community Services Information Report](#)

9. NOTICES OF MOTION

- 9.1. **MOORETOWN CAMPGROUND** - Council will consider the following motion

WHEREAS the Mooretown Campground has been a landmark feature of the Township of St. Clair and formerly the Township of Moore for generations;

AND WHEREAS it remains a desire for the Council of the Township of St. Clair to continue to offer this facility to our residents and to attract visitors to our community;

AND WHEREAS it is a priority for the Township to ensure quality for all its facilities and services;

AND WHEREAS low revenues and increased operating costs have left the Mooretown Campground in dire state for necessary improvements;

AND WHEREAS the necessary improvements include the upgrading of the hydro, water and electrical services; surface drainage improvements, the replacement of the roof on the mens washroom, and significant improvements to the pool;

AND WHEREAS the necessary improvements are estimated to cost between \$1 million and \$2 million to bring the facility back to its proper quality operation, without improving any of the services;

AND WHEREAS the revenue observed from the Mooretown Campground over the past three years has been \$97,962, but used \$37,457 of General Revenue funds for capital/operating over those same years;

AND WHEREAS it is not a priority of Council to use General Revenue funds to improve a facility only utilized by a small percentage of Township residents;

NOW THEREFORE be it resolved:

1. That the Mooretown Campground permanently close after the 2025 camping season.
2. That efforts be made to re-locate any seasonal campers at the two other Township operated campgrounds with priority being given to those who also otherwise reside within the Township.

9.2. **COUNCILLOR FOSTER** - Staff Report Format

Be it resolved that all staff reports include headings and sections for *Financial Impacts*, and *Compliance with Strategic Plan*.

10. BY-LAWS

- 10.1. By-Law 10 of 2025 - To Adopt the Budget for 2025
[DRAFT B-L 10 of 2025 - To Adopt the Budget for 2025](#)
- 10.2. By - Law 13 of 2025 - Confirming By-law
[DRAFT B-L 13 of 2025 - Confirming By-law](#)

11. COUNCILLORS' REPORTS

12. UPCOMING MEETINGS

- 12.1. Regular Meeting - Session 7 - April 22, 2025 at 6:00 pm
- 12.2. Regular Meeting - Session 8 - May 5, 2025 at 3:00 pm
- 12.3. Regular Meeting - Session 9 - May 20, 2025 at 6:00 pm

13. ADJOURNMENT



MINUTES

Regular Council Meeting

3:00 PM - Monday, April 7, 2025
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, April 7, 2025, at 3:00 PM, in the Council Chambers, with the following members present:

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

EXCUSED: Councillor Bill Myers

1. CALL TO ORDER

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 to declare.

4. ADOPTION OF MINUTES

4.1 Regular Council Meeting - March 17, 2025

Motion 1

Holly Foster made a motion - Be it resolved that the minutes of the Regular Council Meeting held on March 17, 2025 be received and approved. Cathy Langis 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:

- Heritage St Clair Minutes - February 19, 2025
- Sombra Museum Board Minutes - March 2025
- Campbell Drain - Branch 1 Consideration Meeting Minutes - March 13, 2025
- Parks Advisory Committee Minutes - March 18, 2025 Pat Brown seconded the motion. CARRIED.

5. DELEGATIONS/PRESENTATIONS

5.1 3:10 - John Mascarin - Report on Municipal Conflict of Interest Act Complaints

Township Integrity Commissioner John Mascarin of *Aird and Berlis LLP* presented his report dated April 1, 2025, responding to Municipal Conflict of Interest Applications 2025-01 and 2025-02.

The applications were submitted against Deputy Mayor Miller and Councillor Langis alleging they did not declare a pecuniary interest when new and amended jobs were considered for the Parkway Golf Club. Deputy Mayor Miller has a daughter and Councillor Langis has a daughter in-law who both work at the golf course and neither declared a conflict of interest when positions were considered for that facility.

As described by paragraphs 48 - 68 of Mr. Mascarin's report, he found neither Deputy Mayor Miller nor Councillor Langis had a pecuniary interest and noted he will not be filing an application to a judge of the Ontario Superior Court Justice pursuant to subsection 223.4.1(15) of the *Municipal Act, 2001*.

Mayor Agar thanked Mr. Mascarin for his report and asked him how much the entire process and report cost the municipality. Mr. Mascarin reported the cost was \$8,800.

6. CORRESPONDENCE ITEMS

6.1 Firefighters' Field Day - Municipal Event / Sponsorship Request

Motion 3

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

- 6.1 Firefighter's Field Day - Municipal Event / Sponsorship Request
- 6.2 The RAM Stampede Sponsorship Request
- 6.3 Lambton Group OPP Detachment Board - Policed Communities Motion Request Re Continued Provincial Billing Statement Supplement
- 6.4 Sombra Days - Municipal Event Request
- 6.5 St Clair River Run - Reconsideration Request for Support

Cathy Langis seconded the motion. CARRIED.

Motion 4

Holly Foster made a motion - Be it resolved that the Corunna Firefighter Field Days being held at the Corunna Fire Station June 6 and 7, 2025 be declared a Municipally Significant Event. Cathy Langis seconded the motion. CARRIED.

Motion 5

Pat Brown made a motion - Be it resolved that a grant in the amount equivalent to 50% of the cost to rent the baseball diamonds and the pavilion at CAP Park on the evening of June 6th and the full day of June 7th, be issued to the Corunna Firefighters Association to help facilitate the Firefighters Field Days Two- Pitch Tournament. Be it further resolved that Township staff record their time and any costs associated with facilitating the event. Holly Foster seconded the motion. CARRIED.

6.2 The RAM Stampede Sponsorship Request

Motion 6

Brad Langstaff made a motion - Be it resolved that the Township of St. Clair donate \$300 to the RAM Stampede taking place July 12 and 13, 2025 and that

it be funded by the Environment and Education Fund. Cathy Langis seconded the motion. CARRIED.

6.3 Lambton Group OPP Detachment Board - Policed Communities Motion Request Re Continued Provincial Billing Statement Supplement

Motion 7

Steve Miller made a motion - Be it resolved that the Township of St. Clair request that the Province of Ontario continue to provide Ontario municipalities with funding to offset the increased costs associated with implementation of the CSPA, the ratification of several collective agreements, implementation of recommendations from the Solicitor General's audit and Bill 124; and THAT While the funding provided in 2024 to offset the unexpected increases received through the annual billing statement was appreciated, there needs to be a more sustainable commitment from the province to continue to provide offsetting funding.

THAT this motion be forwarded to all municipalities in Ontario with OPP policing, AMO, the Solicitor General of Ontario Michael Kerzner, MPP Bob Bailey and Premier Doug Ford. Cathy Langis seconded the motion. CARRIED.

6.4 Sombra Days - Municipal Event Request

Motion 8

Holly Foster made a motion - Be it resolved that this year's Sombra Days be declared as a Municipally Significant Event and permission be granted to establish a refreshment tent at the Sombra Park on July 4th, 5th and 6th, 2025 subject to the Township's Alcohol Management Policy. Brad Langstaff seconded the motion. CARRIED.

6.5 St. Clair River Run - Reconsideration Request for Support

Motion 9

Holly Foster made a motion Be it resolved that the Township of St. Clair support the Annual St. Clair River Run being held on June 1, 2025 by providing the following:

- authorizing the rolling closure of St. Clair Parkway for the safety of the participants;
- authorizing the use of safety barriers and other items necessary for the safe closure of the road, and use of Brander Park;
- by providing two uniformed OPP officers, and one cruiser for the event;
- by ensuring the grass is cut at Brander Park the week leading up to the event;
- by having Members of Council attend to greet the participants.

Cathy Langis seconded the motion. CARRIED.

7. INFORMATION

7.1 County of Lambton - Council Highlights - April 3, 2025

Motion 10

Steve Miller made a motion - Be it resolved the following items be received as information:

7.1 County of Lambton - Council Highlights - April 3, 2025 Brad Langstaff seconded the motion. CARRIED.

8. REPORTS OF COMMITTEES AND STAFF

8.1 Treasurer Report - 2024 Section 357 / 358 Write-offs

Motion 11

Pat Brown made a motion - Be it resolved that the 2024 Section 357 / 358 Tax Write-off's report as submitted by Treasurer George Lozon, be received as information. Cathy Langis seconded the motion. CARRIED.

8.2 Treasurer Report - Vendor Invoices & RBC VISA Charges

Motion 12

Brad Langstaff made a motion - Be it resolved that the following Vendor Invoices report as submitted by Treasurer George Lozon be received and the included invoices be approved for the period of February 23, 2025, to March 29, 2025, totaling \$2,934,069.19; and RBC Visa charges for the period February 18, 2025, to March 17, 2025, totaling \$22,030.93. Steve Miller seconded the motion. CARRIED.

8.3 Treasurer Report - 2025 Final Operating Budget

Motion 13

Cathy Langis made a motion - Be it resolved that the 2025 Final Operating Budget report as submitted by Treasurer George Lozon, be received as information. Steve Miller seconded the motion. CARRIED.

8.4 Senior Tax Clerk Report - 2025 Taxation Write-offs

Motion 14

Holly Foster made a motion - Be it resolved that the Taxation Write Offs 2024 report as submitted by Senior Tax Clerk Debbie Churchill, 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 2025 as identified in "Appendix A". Pat Brown seconded the motion. CARRIED.

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

Motion 15

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

Motion 16

Brad Langstaff made a motion Be it resolved that all Fire Chiefs and Deputy Fire Chiefs be responsible for creating a report to document all scenes that the Fire Department responds to. Holly Foster seconded the motion. CARRIED.

8.6 Director of Emergency Services / Fire Chief Report - Emergency Warning Sirens

Motion 17

Pat Brown made a motion - Be it resolved that the Emergency Warning Sirens report as submitted by Director of Emergency Services/Fire Chief Richard Boyes, be received as information and that the accelerated removal of the remaining emergency warning sirens in St. Clair Township be approved. Be it further resolved that staff continue with the public communication campaign to inform residents about the decommissioning of the sirens and promote registration for Sarnia-Lambton Alerts (SLA). Steve Miller seconded the motion. CARRIED.

8.7 Director of Emergency Services / Fire Chief Report - Installation of Fire Gear Extractors and Dryers

Motion 18

Steve Miller made a motion - Be it resolved that the Fire Department Capital Project 2025-11 – Equipment Installation Report, as submitted by Director of Emergency Services/Fire Chief Richard Boyes, be received as information. Holly Foster seconded the motion. CARRIED.

- 8.8 Coordinator of Engineering Report - Storm Sewer Outfall at Corunna Pumping Station

Motion 19

Pat Brown made a motion - Be it resolved that the Storm Sewer Outfall at Corunna Pumping Station report as submitted by Coordinator of Engineering Andrew Malpass, be received as information. Cathy Langis seconded the motion. CARRIED.

Motion 20

Pat Brown made a motion - Be it resolved that tendering the Storm Sewer Outfall at Corunna Pumping Station project be tabled until staff consults with the St Clair Region Conservation to determine the availability of potential grants. Holly Foster seconded the motion. CARRIED.

- 8.9 Coordinator of Engineering Report - Asset Management Plan Update - Request for Proposal

Motion 21

Holly Foster made a motion - Be it resolved that the Asset Management Plan Update – Request for Proposal report as submitted by Coordinator of Engineering Andrew Malpass, be received as information and that the proposal submitted by Agile Infrastructure Ltd. in the amount of \$53,000 plus HST be accepted and the Mayor and Clerk be authorized to sign the agreement. Brad Langstaff seconded the motion. CARRIED.

- 8.10 Coordinator of Operations Report - Off Road Vehicles on Municipal Property (Brooktree Drive)

Motion 22

Brad Langstaff made a motion - Be it resolved that the Off-Road Vehicles behind Brooktree report as submitted by Coordinator of Operations David Neely, be received as information. Holly Foster seconded the motion. CARRIED.

- 8.11 Director of Community Services Report - Community Services Information

Motion 23

Cathy Langis made a motion - Be it resolved that the April 7th Information report as submitted by Director of Community Services Kendall Lindsay, be received as information. Steve Miller seconded the motion. CARRIED.

9. NOTICES OF MOTION

9.1 MOORETOWN CAMPGROUND

Motion 24

Pat Brown made a motion

Be it resolved that the following motion be **TABLED** for one year to allow time to consider possible funding opportunities that would accumulate resources to undertake essential improvements:

WHEREAS the Mooretown Campground has been a landmark feature of the Township of St. Clair and formerly the Township of Moore for generations;

AND WHEREAS it remains a desire for the Council of the Township of St. Clair to continue to offer this facility to our residents and to attract visitors to our community;

AND WHEREAS it is a priority for the Township to ensure quality for all its facilities and services;

AND WHEREAS low revenues and increased operating costs have left the Mooretown Campground in dire state for necessary improvements;

AND WHEREAS the necessary improvements include the upgrading of the hydro, water and electrical services; surface drainage improvements, the replacement of the roof on the mens washroom, and significant improvements to the pool;

AND WHEREAS the necessary improvements are estimated to cost between \$1 million and \$2 million to bring the facility back to its proper quality operation, without improving any of the services;

AND WHEREAS the revenue observed from the Mooretown Campground over the past three years has been \$97,962, but used \$37,457 of General Revenue funds for capital/operating over those same years;

AND WHEREAS it is not a priority of Council to use General Revenue funds to improve a facility only utilized by a small percentage of Township residents;

NOW THEREFORE be it resolved:

1. That the Mooretown Campground permanently close after the 2025 camping season.
2. That efforts be made to re-locate any seasonal campers at the two other Township operated campgrounds with priority being given to those who also otherwise reside within the Township. Brad Langstaff seconded the motion. CARRIED

9.2 COUNCILLOR FOSTER - Staff Report Format

Motion 25

Holly Foster made a motion - Be it resolved that all staff reports include headings and sections for *Financial Impacts*, and *Compliance with Strategic Plan*. Brad Langstaff seconded the motion. CARRIED.

10. BY-LAWS

10.1 By-Law 10 of 2025 - To Adopt the Budget for 2025

10.2 By - Law 13 of 2025 - Confirming By-law

Motion 26

Cathy Langis made a motion - Be it resolved that the following by-law receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute the by-law and any agreements thereto:

10.1 By-Law 10 of 2025 - To Adopt the Budget for 2025

10.2 By-Law 13 of 2025 - Confirming By-law Pat Brown seconded the motion. CARRIED.

11. COUNCILLORS' REPORTS

COUNCILLOR BROWN

Councillor Brown attended the St. Clair Region Conservation Authority Annual General Meeting; the St. Clair River Trail meeting; the clubhouse grand re-opening at

the Parkway Golf Course; and the Ontario Good Roads Association (OGRA) Conference where participated in the tour of the expansion of Union Station.

COUNCILLOR FOSTER

Councillor Foster attended the OGRA Conference where she attended sessions on roundabouts and the transportation of nuclear waste; the clubhouse grand re-opening at the Parkway Golf Course; and the Parks meeting.

COUNCILLOR LANGIS

Councillor Langis attended the Heritage St. Clair meeting; the Committee of Adjustment meeting; the OGRA Conference; the Moore Museum meeting; and the grand re-opening of the clubhouse at the Parkway Golf Course.

COUNCILLOR LANGSTAFF

Councillor Langstaff attended the OGRA Conference and specifically the Minimum Maintenance Standards session which highlighted the efforts of the Township's Maintenance Teams; he attended the Wilkesport Hall Meeting; the Sombra Museum meeting; the Lambton County Municipal Association Banquet; and the re-opening of the Parkway Clubhouse.

DEPUTY MAYOR MILLER

Deputy Mayor Miller attended the OGRA Conference; the SCRCA Annual General Meeting; the Lambton County Municipal Association Banquet; the Committee of Adjustment meeting; the County Council meeting; and the re-opening of the Parkway Clubhouse.

MAYOR AGAR

Mayor Agar attended the SCRCA Annual General Meeting; the Lambton County Municipal Association Banquet; four County Committee meetings; the OGRA Conference; a County Council meeting; the re-opening of the Parkway Clubhouse; the Moore Skate Club Year End Carnival and asked for anyone who is interested in sitting on the Lambton Senior's Committee to contact the Mayor.

12. UPCOMING MEETINGS

- 12.1 Regular Meeting - Session 7 - April 22, 2025 at 6:00 pm
- 12.2 Regular Meeting - Session 8 - May 5, 2025 at 3:00 pm
- 12.3 Regular Meeting - Session 9 - May 20, 2025 at 6:00 pm

13. ADJOURNMENT

- 13.1 The meeting was adjourned at 5:30 pm.

Motion 27

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

Mayor - Jeff Agar

Clerk - Jeff Baranek

