



MINUTES

Regular Council Meeting

3:00 PM - Monday, May 1, 2023
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, May 1, 2023, at 3:00 PM, in the Council Chambers, with the following members present:

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

EXCUSED:

1 CALL TO ORDER

Disclaimer: Council members, staff, guests, and members of the public are advised that Council of the Township of St. Clair meetings are being video/audio recorded. As such, comments and opinions expressed may be published and any comments expressed by individual Council members, guests and the public are their own, and do not represent the opinions or comments of the Township of St. Clair as a whole, and/or the Council of the Township of St. Clair. The recorded video of the Full Council meeting is not considered the official record of that meeting. The official record of the Council Meeting shall consist solely of the Minutes approved by Council of the Township of St. Clair.

2 DECLARATION OF PECUNIARY INTEREST

Councillor Myers declared a Pecuniary Interest on item 7.3 as one of his relatives is one of the requestors.

3 ADOPTION OF MINUTES

3.1) Council Meeting - April 3, 2023 - Session #8

Motion 1

Holly Foster made a motion - Be it resolved that the Minutes from the Regular Council Meeting Session #8 held on April 3, 2023, be received, and accepted as printed. Pat Brown seconded the motion. CARRIED.

3.2) Minutes of Township Committees

Motion 2

Bill Myers made a motion - Be it resolved that the Minutes from the following Committees be received and accepted as printed.

- St. Clair River Trail - Minutes – March 2023
 - Moore Museum - Minutes - April 5, 2023
- Brad Langstaff seconded the motion. CARRIED.

4 DELEGATIONS/PRESENTATIONS

4.1) PRESENTATION

3:10pm - St. Clair River Trail Committee

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

Mrs. Marsh noted the first meeting of the Trail Committee was held in 1997 in response to safety concerns for pedestrians using St. Clair Parkway. The trail

committee has operated since that time and has been successful in securing many grants, including \$500,000 as a millennium grant.

The Committee is disappointed in Council's decision to cut the funding. Mrs. Marsh acknowledges the Township has taken over maintenance, but noted the trail committee continues the sweeping, trimming, and edging required annually to ensure a safe experience for all users. The committee will continue to meet for the balance of 2023, but they will re-evaluate their mandate going forward and determine whether they are still required.

Mayor Agar thanked the committee for their continued efforts towards the trail and noted the decision to cut the funding agreement - as a 2:1 for money raised by the Committee - was not an easy one. He noted the budget challenges for 2023 but reminded the Committee they can still attempt to fundraise independently and advised if they have projects they cannot fund on their own, they can always approach Council on a project-by-project basis.

Councillor Foster echoed Mayor Agar in noting the decision of Council was not an easy one and was not intended to discourage or offend the Trail Committee.

Mrs. Marsh closed by reminding Council that the former donation match agreement should not have affected the budget as it was intended to come from the Environment and Education Fund.

Mayor Agar thanked Mrs. Marsh and the Trail Committee and encouraged them to continue their devoted work.

4.2) COURT OF REVISION

Motion 3

Holly Foster made a motion - Be it resolved that the Court of Revision convene to hear appeals on the Stewart Drain. Pat Brown seconded the motion. CARRIED.

3:25p.m. - Stewart Drain

Mayor Agar welcomed Mary Lynne McCallum, a Councillor from Enniskillen Township as she will represent their ratepayers for the Court of Revision for the Stewart Drain.

Mayor Agar confirmed with the Clerk Jeff Baranek, and with the Engineer Ray Dobbin that they did not receive any notices of appeal. Mayor Agar then asked those in attendance if anyone wished to make a submission for the consideration of the Court.

Seeing nobody wishing to make a submission, Mayor Agar declared the meeting closed and asked for any forthcoming motions.

Motion 4

Bill Myers made a motion - Be it resolved that the engineers report dated December 7, 2022, as provided by R. Dobbin Engineering Inc. for the Stewart Drain be approved and that the assessments contained therein be confirmed. Brad Langstaff seconded the motion. CARRIED.

4.3) 3:20pm - Morningstar - Wildlife Concerns

At the appointed time of 3:20 p.m., Mayor Agar welcomed Dale Morningstar to make his presentation.

Mr. Morningstar stated he is concerned about the increased presence of animal activity, and the corresponding abundance of feces resulting from his neighbour's bird feeders close to the property line. He is concerned with the health risks that are associated with an exposure to some animal feces. Mr. Morningstar stated many municipalities have passed by-laws prohibiting

feeding wildlife and is asking that St. Clair Township Council consider passing a similar prohibition.

Councillor Brown asked if Mr. Morningstar has consulted the neighbours about the issue; and he advised that there is a history there and they are no longer able to cordially communicate.

Deputy Mayor Miller stated that St. Clair is a rural township where wildlife is prevalent noting that considering such a prohibition would upset majority of residents.

Motion 5

Steve Miller made a motion - Be it resolved that the request submitted by Dale Morningstar to consider prohibition of the feeding of wildlife be received and filed, and that no action be taken at this time. Bill Myers seconded the motion. CARRIED.

5 CORRESPONDENCE ITEMS

Motion 6

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

5.1 - 1232 St. Clair Parkway- Request for Sea-Can Extension

5.2 - Brigden Legion - Memorial Cenotaph -Request for Permission to Upgrade/Renovate

5.3 - Corunna Firefighters Field Days 2023

5.4 - Courageous K9 - Sponsorship Request

5.5 - Request for Motion of Support for Bill 5

5.6 - Sombra Days Community Festival - 2023

5.7 - Sombra Optimist - Brander Park Rental Waiver Request

5.8 - Speed on the St. Clair Parkway - Sombra

5.9 - Mooretown Flags Golf Tournament - Donation Request

Brad Langstaff seconded the motion. CARRIED.

1232 St. Clair Parkway - Request for Sea-Can Extension

5.1)

Motion 7

Pat Brown made a motion - Be it resolved that the request for Sea-Can Extension at 1232 St Clair Parkway be approved with a new removal date of July 31, 2023. Brad Langstaff seconded the motion. CARRIED.

5.2) Brigden Legion - Memorial Cenotaph - Request for Permission to Upgrade/Renovate

Motion 8

Steve Miller made a motion - Be it resolved that the Brigden Legion be granted permission for upgrades and renovations to the Memorial Cenotaph in Brigden, located on St Clair Township Property. Holly Foster seconded the motion. CARRIED.

5.3) Corunna Firefighter Field Days 2023

Motion 9

Pat Brown made a motion - Be it resolved that the Corunna Firefighter Field Days being held at the Corunna Fire Station June 9-10, 2023, be declared a Municipally Significant Event. Holly Foster seconded the motion. CARRIED.

5.4) Courageous K9 - Sponsorship Request

Motion 10

Pat Brown made a motion - Be it resolved that the Courageous K9 sponsorship request be received and filed. Bill Myers seconded the motion. CARRIED.

5.5) Request for Motion of Support for Bill 5

Motion 11

Steve Miller made a motion - Be it resolved that Bill 5 be supported and endorsed by St. Clair Township. Cathy Langis seconded the motion. CARRIED.

5.6) Sombra Days Community Festival - 2023

Motion 12

Bill Myers 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 7th, 8th and 9th, 2023 subject to the Township's Alcohol Management Policy; and be it further resolved that the Sombra Days Committee be granted permission to close Middle Street between Duke and East Streets for one day on July 9, 2023 from 8:00am until 5:00pm to host the Soap Box Derby. Holly Foster seconded the motion. CARRIED.

5.7) Sombra Optimist - Brander Park Rental Waiver Request

Motion 13

Cathy Langis made a motion - Be it resolved that a donation in the amount of \$325.00 be granted to the Optimist Club of Sombra to be used to subsidize the rental of Brander Park for hosting a Community Safety Awareness Day on Saturday June 3, 2023. Brad Langstaff seconded the motion. CARRIED.

5.8) Speed on the St. Clair Parkway - Sombra

Motion 14

Brad Langstaff made a motion - Be it resolved that the request to remove the Notice of Increased Speed sign be approved as per the request submitted by Philip Bezaire. Cathy Langis seconded the motion. CARRIED.

Motion 15

Brad Langstaff made a motion - Be it resolved that staff pursue a deputation by TrafficLogix to demonstrate some traffic speed mitigation possibilities. Pat Brown seconded the motion. CARRIED.

5.9) Mooretown Flags Golf Tournament - Donation Request

Motion 16

Steve Miller made a motion - Be it resolved that four rounds of golf with cart be donated to the Mooretown Flags to be used on their prize table for their annual fundraising golf tournament. Holly Foster seconded the motion. CARRIED.

6 INFORMATION ITEMS

Motion 17

Bill Myers made a motion - Be it resolved that the following items of information be dealt with as per Council's direction.

6.1 - Building Permit Comparison 2022-2023

6.2 - Corunna 200th Committee - Minute - April 24, 2023

6.3 - Lambton Group Police Services Board -April Meeting Highlights

6.4 - Sombra Optimists - Thank you, Council

Brad Langstaff seconded the motion. CARRIED.

6.1) Building Permit Comparison 2022-2023

6.2) Corunna 200th Committee - Minutes - April 24, 2023

6.3) Lambton Group Police Services Board - April Meeting Highlights

6.4) Sombra Optimists - Thank you, Council.

REPORTS OF COMMITTEES AND STAFF

- 7.1) Deputy Clerk/Coordinator of Planning Report - Temporary Second Dwelling Agreement, 2612 Waubuno Rd

Motion 18

Pat Brown made a motion - Be it resolved that the report *Temporary Second Dwelling Agreement at 2612 Waubuno Rd*, by Carlie McClemens, Deputy Clerk/Coordinator of Planning, be received as information. Cathy Langis seconded the motion. CARRIED.

- 7.2) Treasurer's Report - Vendor Invoices and CIBC Visa Charges

Motion 19

Brad Langstaff made a motion - Be it resolved that the following vendor invoices be approved for the period of March 26, 2023, to April 22, 2023, totaling \$6,881,805.61; along with the CIBC Visa charges for the period of February 25, 2023, to March 24, 2023, totaling \$14,336.22; plus, RBC Visa charges for the period March 16, 2023, to April 17, 2023, totaling \$3,371.36. Steve Miller seconded the motion. CARRIED.

- 7.3) Treasurer's Report - 2023 Grants and Donations

Motion 20

Holly Foster made a motion - Be it resolved that the *2023 Donations Report* submitted by Treasurer, George Lozon, be received as information. Pat Brown seconded the motion. CARRIED.

Motion 21

Brad Langstaff made a motion - Be it resolved the annual donations allotted to the Mooretown Flags, the Moore Agricultural Society, and the Moore Community and Recreational Foundation be annually approved and moved into the Operating Budget from the donations page per annum. Cathy Langis seconded the motion. CARRIED.

Motion 22

Brad Langstaff made a motion - Be it resolved that the balance of the donations submitted for 2023 be approved. Holly Foster seconded the motion. CARRIED.

- 7.4) Director of Emergency Services Report - ATV Report

Motion 23

Steve Miller made a motion - Be it resolved that the *Fire Department Off-Road Firefighting All-Terrain Vehicle* report submitted by Director of Emergency Services, Richard Boyes, be received, the purchase of an Off-Road firefighting All-Terrain Vehicle be authorized, as approved in the 2023 capital budget project #2023-10. Pat Brown seconded the motion. CARRIED.

- 7.5) Director of Emergency Services Report - Fire Apparatus Replacement

Motion 24

Holly Foster made a motion - Be it resolved that the *Fire Apparatus Replacement* report from the Director of Emergency Services, Richard Boyes, is received and that approval be given to issue an RFP for a Fire Pumper and Fire Tanker, with bids to be considered upon closing. Cathy Langis seconded the motion. CARRIED.

- 7.6) Director of Emergency Services Report - Fire Response to the Islands

Motion 25

Cathy Langis made a motion - Be it resolved that the *Fire Response to the Islands* report by Director of Emergency Services, Richard Boyes, be received. Pat Brown seconded the motion. CARRIED.

Motion 26

Steve Miller made a motion - Be it resolved that Option 3 - Stag Island obtains a commercial operator's watercraft license, allowing the St. Clair Fire Department to be transported to the Island, be implemented for Stag Island Fire Response and that Option 7 - The Fawn Island commercially licensed boat be used to transport the St. Clair Fire Department to the Island when required for Fawn Island be implemented for Fawn Island Fire Response. Pat Brown seconded the motion. CARRIED.

- 7.7) Director of Emergency Services Report - May Fire Council Report

Motion 27

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

- 7.8) Director of Emergency Services Report - SPS and Fire Dispatch Agreement

Motion 28

Steve Miller made a motion - Be it resolved that the *SPS and Fire Dispatch Agreement* report submitted by Director of Emergency Services, Richard Boyes, be received and that the Mayor and Clerk be authorized to sign the Sarnia Police Services, Fire Dispatch Services Agreement. Bill Myers seconded the motion. CARRIED.

- 7.9) Director of Community Services Report - April 3, 2023 - Community Services Info Report

Motion 29

Holly Foster made a motion - Be it resolved that the *May 1st Information Report* be submitted by Director of Community Services, Kendall Lindsay, be received as information. Cathy Langis seconded the motion. CARRIED.

- 7.10) Director of Community Services Report - Mooretown Campground

Motion 30

Cathy Langis made a motion - Be it resolved that the *Mooretown Campground Report* submitted by Director of Community Services, Kendall Lindsay, be received as information. Brad Langstaff seconded the motion. CARRIED.

- 7.11) Coordinator of Facilities and Parks Report - Seasonal Ice Policy

Motion 31

Holly Foster made a motion - Be it resolved that the *Seasonal Ice User Policy* submitted by Coordinator of Facilities and Parks, Sue Knight, be received as information and that this policy be approved and enacted immediately. Cathy Langis seconded the motion. CARRIED.

- 7.12) Director of Public Works Report - Water Master Plan Study - With Proposal

Motion 32

Pat Brown made a motion - Be it resolved that the *Water Master Plan Study* report submitted by the Director of Public Works, Brian Black, be received as information and that the Township Procurement Policy be waived, and the proposal submitted by Aecom be approved for the development of a St. Clair Township Water Master Plan at a cost of \$59,000.00 plus HST. Brad Langstaff seconded the motion. CARRIED.

- 7.13) Coordinator of Engineering Report - Active Transportation Master Plan

Motion 33

Pat Brown made a motion - Be it resolved that the *Active Transportation Master Plan* report submitted by Coordinator of Engineering, Paul daSilva, be received as information and that the proposal submitted by WSP Canada Ltd. in the amount of \$48,860 plus HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents. Brad Langstaff seconded the motion. CARRIED.

7.14) Coordinator of Engineering Report - Excess Soils Investigation

Motion 34

Cathy Langis made a motion - Be it resolved that the *Excess Soils Investigation – Cameron Street* report submitted by Coordinator of Engineering, Paul daSilva, be received as information and that the procurement policy be waived due to WSP Canada Ltd. expertise in the field of geotechnical services and that their proposal in the amount of \$33,836.00 plus HST be approved. Brad Langstaff seconded the motion. CARRIED.

7.15) Coordinator of Operations (Works) Report - Agreement with Circular Materials - Promotion

Motion 35

Steve Miller made a motion - Be it resolved that the *Agreement with Circular Materials – Promotion* report submitted by Coordinator of Operations, David Neely, be received as information, and that agreement between St Clair Township and Circular Materials be approved under by-law and the documents be signed by the Mayor and Clerk. Holly Foster seconded the motion. CARRIED.

7.16) Coordinator of Operations (Works) Report - Monthly Report for April

Motion 36

Bill Myers made a motion - Be it resolved that the *Monthly Report for April* submitted by Coordinator of Operations (Works), David Neely, be received as information. Cathy Langis seconded the motion. CARRIED.

7.17) Coordinator of Operations (Works) Report - Village Entry Signs

Motion 37

Holly Foster made a motion - Be it resolved that the *Village Entry Signs – Wilkesport & Brigden* report submitted by Coordinator of Operations, David Neely, be received as information, the proposed designs be approved, and that the procurement policy be waived and the design / build of the village entry signs be awarded to "Sign Ontario Ltd." at the quoted price of \$24,321.66 (including net HST) Brad Langstaff seconded the motion. CARRIED.

7.18) Coordinator of Operations (Water/Wastewater) Report - Courtright WWTP Safety Equipment Upgrades

Motion 38

Steve Miller made a motion - Be it resolved that the report *Courtright WWTP Safety Equipment Upgrades* report submitted by Coordinator of Operations (Water/Wastewater), Chris Westbrook, be received as information and the following recommendations be approved.

- waive the procurement bylaw for economic benefit to purchase safety equipment from Levitt Safety.
- waive the procurement bylaw for economic benefit to work with Levitt Safety to install the safety equipment, fabricate/make the necessary engineered modifications to the railings at the facility and provide engineered drawings for the work completed.

Pat Brown seconded the motion. CARRIED.

7.19) Coordinator of Operations (Water/Wastewater) Report - March Operations Water/Wastewater Report

Motion 39

Cathy Langis made a motion - Be it resolved that the *March Operations Water/Wastewater Report* as submitted by Coordinator of Operations (Water/Wastewater), Chris Westbrook, be received as information. Holly Foster seconded the motion. CARRIED.

7.20) Coordinator of Operations (Water/Wastewater) Report – Stand-By Diesel Generator Replacements

Motion 40

Holly Foster made a motion - Be it resolved that the *Stand-By Diesel Generator Replacement* report submitted by Coordinator of Operations (Water/Wastewater), Chris Westbrook, is received as information and that the procurement bylaw be waived and quotes submitted by Sommers Generator be approved. Bill Myers seconded the motion. CARRIED.

8 DRAINAGE BY-LAWS

8.1) Drainage By-Law 3 of 2023 - East Street - 3rd Read

8.2) Drainage By-Law 5 of 2023 - Sterling - 3rd Read

Motion 41

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.

8.1 - Drainage By-Law 3 of 2023 - East Street

8.2 - Drainage By-Law 5 of 2023 - Sterling

Holly Foster seconded the motion. CARRIED.

9 BY-LAWS

9.1) By-Law 27 of 2023 - Prohibiting Parking on Brigden Road at Courtright Line

9.2) By-Law 28 of 2023 - Temporary Second House Agreement - 2612 Waubuno Rd

9.3) By-Law 29 of 2023 - To convey an alley to 4402 St. Clair Parkway

9.4) By-Law 30 of 2023 - Agreement - EC PE Agreement - Promotion and Education for Recycling

Motion 42

Cathy Langis made a motion - Be it resolved that the following by-laws receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

9.1 - By-Law 27 of 2023 - Prohibiting Parking on Brigden Road at Courtright Line

9.2 - By-Law 28 of 2023 - Temporary Second House Agreement - 2612 Waubuno Rd

9.3 - By-Law 29 of 2023 - To convey an alley to 4402 St. Clair Parkway

9.4 - By-Law 30 of 2023 - Agreement - EC PE Agreement - Promotion and Education for Recycling

Steve Miller seconded the motion. CARRIED.

10 COUNCILLORS' REPORTS

Councillor Brown

Councillor Brown attended the OGRA Good Roads conference where he participated in a deputation with the Attorney General as a member of the Lambton Group Police Services Board, to consider bail reform and amend the catch and release protocol.

Councillor Brown attended the Lambton County Municipal Association Banquet and noted the SCRCA canoe race was cancelled and asked staff to contact local developers to remind them to drain any standing water.

Councillor Brown asked staff to ensure some sort of tree line or hedging is installed along the east property line at the Shell Health Centre.

Councillor Foster

Councillor Foster noted she attended the OGRA Good Roads Conference.

Councillor Langis

Councillor Langis attended the Accessibility Committee and re-drafted their Terms of Reference; she attended the OGRA Good Roads Conference; the Lambton County Municipal Association Banquet; the DigSafe flag raising; the Wilkesport Hall Annual General Meeting and the asset management training session.

Councillor Langstaff

Councillor Langstaff attended the DigSafe flag raising; the Moore Museum meeting; the OGRA Good Roads conference; the asset management training session; and he closed his report by thanking the Public Works staff for their response to the many ongoing washouts due to the heavy rainfall.

Councillor Myers

Councillor Myers attended the Heritage St. Clair meeting where they continue to work on the Corunna 200th storyboards, and also the asset management training session.

Deputy Mayor Miller

Deputy Mayor Miller attended the OGRA Good Roads conference; the Lambton County Municipal Association Banquet; the DigSafe flag raising event; the Committee of Adjustment meeting; and the asset management training session.

Mayor Agar

Mayor Agar attended the County Council meeting; the Easter in the Park event; the OGRA Good Roads conference; the Mooretown Flags Banquet; the DigSafe flag raising; the Wilkesport Hall Annual General Meeting; the LAWSS meeting; and the Ducks Unlimited banquet.

11 UPCOMING MEETINGS

- 11.1) Regular Meeting - Session 10 - May 15, 2023, 6:00 p.m.
- 11.2) Regular Meeting - Session 11 - June 5, 2023, 3:00 p.m.
- 11.3) Regular Meeting - Session 12 - June 19, 2023, 6:00 p.m.

12 IN CAMERA SESSION

- 12.1) Municipal Act - Section 239 (2)(e) - to update on-going litigation related to a Township contract.
- 12.2) Municipal Act - Section 239 (2)(a) - to discuss the security of township records.
- 12.3) Municipal Act - Section 239 (2)(c) - to discuss the future plans for a Township property.

Motion 43

Steve Miller made a motion - Be it resolved that the meeting enter an in-camera session to consider the following items.

12.1 - Section 239 (2)(e) - to update on-going litigation related to a township contract

12.2 - Section 239 (2)(a) - to discuss security of township records

12.3 - Section

Brad Langstaff seconded the motion. CARRIED.

13 RISE AND REPORT

13.1) Motion 44

Pat Brown made a motion - Be it resolved that the draft Live Streaming of Council Meetings policy be approved and that it be enacted henceforth. Cathy Langis seconded the motion. CARRIED.

14 ADJOURNMENT

14.1) The meeting was adjourned at 5.00 p.m.

Motion 45

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

Mayor - Jeff Agar



Clerk - Jeff Baranek

