



Township of St. Clair

Minutes

Regular Council Meeting

Monday, April 15, 2024 @ 6:00 PM

Council Chambers

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENTS

3. ADOPTION OF MINUTES

3.1. Minutes of Council Meetings

[DRAFT - April 2, 2024 - Regular Council Minutes](#)

[DRAFT - April 10, 2024 - Special Meeting - OP Review](#)

3.2. Minutes of Township Committees

[Moore Museum Minutes March 6th 2024](#)

4. DECLARATION OF PECUNIARY INTEREST

5. DELEGATIONS/PRESENTATIONS

5.1. 6:10 pm - Public Information for Potential Bike Path on Cameron Street, Corunna - Andrew Malpass, Coordinator of Engineering (Report to be posted)

[Cameron Street Bicycle Lanes](#)

5.2. 6:20 pm - Mooretown Minor Hockey Association - Request for Rate Reconsideration and Review of Finances

5.3. 6:45 pm - Draft Strategic Plan Presentation - Kate Graham, Colliers Project Leaders

[DRAFT - St. Clair Township - Strategic Plan St Clair Council Deck](#)

6. CORRESPONDENCE ITEMS

6.1. Two Water Brewery Request for Extension of Patio

[Two Water Brewery - Patio Extension](#)

6.2. Lambton Kent District School Board - Request to waive rental fees for CAP Park - June 5, 2024

[Request to Waive Rental Fees](#)

6.3. Port Lambton Gala Days - Request for Community Event

[Port Lambton Gala Days 2024 Request](#)

6.4. Sombra Optimist Club - Safety Awareness Day Request

[Safety Awareness Day Request](#)

7. INFORMATION ITEMS

- 7.1. Inn of the Good Shepherd's Mobile Garden Market
[Mobile Garden Market](#)
- 7.2. Seniors Advisory Committee - Minutes - January 23, 2024
[SAC Minutes - January 23, 2024](#)
- 7.3. Lambton County Council Highlights.
[Lambton County Council Highlights - April 3, 2024](#)
- 7.4. CN Annual Vegetation Management Program
[Notice - Annual Vegetation Management Program](#)
- 7.5. Clay Creek Switching Station - Notice of Commencement
[Notice of Commencement](#)

8. REPORTS OF COMMITTEES AND STAFF

- 8.1. [Clerks Report](#) - Amendments to Parking Bylaw 22 of 2023
[Clerk Report - Amendments to Parking Bylaw 22 of 2023](#)
- 8.2. [Senior Planner Report](#) - Request to Remove Part Lot Control
[Combined Part Lot Control](#)
- 8.3. [Director of Public Works Report](#) - United Way Kickoff Event
[United Way Kickoff Event](#)
- 8.4. [Coordinator of Operations Public Works](#) - Monthly Report (Operations)
[Public Works - April Monthly Report](#)
- 8.5. [Coordinator of Facilities Report](#) - Pickleball and Tennis Court Tender
[CAP Tennis Court Resurfacing Tender Results](#)

9. BY-LAWS

- 9.1. ByLaw 20 of 2024 - Removal of Part Lot Control
[DRAFT B-L 20 of 2024 - Removal of Part Lot Control - Maple Drive Subdivision](#)
- 9.2. ByLaw 21 of 2024 - to Amend ByLaw 22 of 2023
[DRAFT B-L 21 of 2024 - to Amend Bylaw 22 of 2023 - Parking](#)
- 9.3. ByLaw 22 of 2024 - Confirming Bylaw
[DRAFT B-L 22 of 2024 - Confirming Bylaw](#)

10. COUNCILLORS' REPORTS

11. UPCOMING MEETINGS

- 11.1. Regular Meeting - Session 8 - Monday May 6, 2024, 3:00 p.m. (Council education session 2:00 p.m. - closed to public)
- 11.2. Regular Meeting - Session 9 - Tuesday May 21, 2024, 6:00 p.m.
- 11.3. Regular Meeting - Session 10 - Monday June 3, 2024, 3:00 p.m.

12. ADJOURNMENT



MINUTES

Regular Council Meeting

6:00 PM - Monday, April 15, 2024
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, April 15, 2024, at 6:00 PM, in the Council Chambers, with the following members present:

PRESENT: Councillor Cathy Langis, Councillor Brad Langstaff, Mayor Jeff Agar, Councillor Pat Brown, Deputy Mayor Steve Miller, and Councillor Holly Foster, CAO John Rodey, 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. ADOPTION OF MINUTES

3.1. Minutes of Council Meetings

Motion 1

Steve Miller made a motion - Be it resolved that the minutes of the following meetings of Council be received and approved:

1. Regular Council - April 2, 2024
 2. Special Meeting of Council - April 10, 2024
- Brad Langstaff seconded the motion. CARRIED.

3.2. Minutes of Township Committees

Motion 2

Holly Foster made a motion - Be it resolved that the minutes of the following committees be accepted and approved:

- Moore Museum Minutes March 6, 2024
Cathy Langis seconded the motion. CARRIED.

4. DECLARATION OF PECUNIARY INTEREST

None to Declare

5. DELEGATIONS/PRESENTATIONS

- 5.1. 6:10 pm - Public Information for Potential Bike Path on Cameron Street, Corunna - Andrew Malpass, Coordinator of Engineering

At the appointed time of 6:10 p.m., Coordinator of Engineering Andrew Malpass made a presentation identifying options for the inclusion of bike lanes on Cameron Street in Corunna. The current motion would see one bike lane installed on the north and one on the south side of Cameron Street using the current width of the road, thereby eliminating on-street parking.

Mr. Malpass presented a pair of alternative options where Option 1 would be to introduce an off-street cycle track on each side of the road, behind the curbs (in the boulevards). Alternative 2 would see the road widened by 3 metres and the installation of two 1.5 metre bike lanes, and one devoted parking lane.

Mayor Agar asked if bike lanes would be better suited to be moved to Hill Street and was told they are being considered for that street also, but that Cameron Street is still identified as a practical location due to the school and that the design would include joining to a future bike lane or multi-use trail on Hill Street.

Councillor Brown sought the difference between the width of a multi-use lane, and a bicycle lane - 3 metres to 1.5 metres - and noted the potential challenges in widening of Cameron Street with existing servicing infrastructure.

Councillor Langis noted her concerns with mixing bicycle lanes with pedestrians and vehicular traffic, and asked if the road could be rebuilt as-is, and any bike lane decisions could be installed as a subsequent retrofit. Mr. Malpass assured Council that is a good option, but one that may cost more given the reconstruction of a portion of the road in 2024.

Councillor Foster suggested waiting until the road diet study from Hill was completed, but Mr. Black advised constructing the road as approved for 2024, and noted the active master transportation plan envisions a connection from bike or multi-use lanes on Cameron to those on Hill Street.

Clerk Jeff Baranek reminded Council of the pre-existing motion and the requirement for a reconsideration motion should they wish to deviate from its intention.

Motion 3

Steve Miller made a motion - Be it resolved that Motion 22 from the regular meeting held on April 2, 2024 be reconsidered. Holly Foster seconded the motion. CARRIED.

Motion 4

Steve Miller made a motion - Be it resolved that Cameron Street be reconstructed as per originally approved by Capital Budget 2024, and that bicycle or multi-use lanes be considered as retrofit projects once the active transportation master plan is completed. Holly Foster seconded the motion. CARRIED.

5.2. 6:20 pm - Mooretown Minor Hockey Association - Request for Rate Reconsideration and Review of Finances

At the appointed time of 6:20 p.m., Mayor Agar welcomed Mooretown Minor Hockey Association to make his presentation.

Interim President Marty Passmore reported an operating deficit of \$31,000 for the 2023-2024 season, taking in \$492,078.11 and paying out \$530,126.66. Among the largest reasons for the increased costs is the increased cost for ice rental, the removal of gate fees sanctioned by the OMHA, and the requirement imposed by the OMHA to pay for the certification of coaches. Mr. Passmore explained that resulting from these and other factors, they have imposed a 25% increase on membership dues for 2024-2025.

The MTMHA is asking Council to consider the following:

1. freeze ice rates at the 2023-2024 level for the next two seasons, ending in 2026;
2. leniency in payment due dates to secure summer ice;
3. help identify any potential grants and funding opportunities;
4. to continue to work together to ensure a mutually beneficial relationship.

Councillor Langis asked how much revenue is observed by tournaments, and what is done with it. Jay Vandenberghe, the Director of Tournaments, advised the revenue generated by their largest tournament was only \$4000 and that they do put that back into the operating funds for the organization. Councillor Langis was assured that the MTMHA has lobbied all local industry to be a title sponsor, and Mr. Passmore advised they have approached all large industry without any luck.

Deputy Mayor Miller sympathized with the MTMHA for operating with a loss in 2023-2024 but highlighted the amount of deficit the operation of the arena results in each year, and reminded those in attendance of the monetary breaks provided to this organization specifically identifying the 20% cost reduction the Township offers to the MTMHA and other youth user groups for ice rentals.

Mayor Agar asked if a price freeze for a season would help get the organization regain their financial footing and Mr. Passmore admitted they will need to do more for revenue generation, but suggested a year's freeze would help stabilize the organization and allow them to consider other options to operate more sustainably.

Director of Community Services Kendall Lindsay reported they have been working with the MTMHA on payment deadlines for summer ice and assured them the requested ice would be reserved for their use. Mr. Lindsay wished to exercise caution when considering ice-rental freezes as operating costs remain fluid and unpredictable, and suggested any leniency should fairly be considered for all youth user groups. Mr. Lindsay also reminded Council of the age of the building noting several upgrades and improvements that are going to be necessary in the coming years.

Motion 5

Steve Miller made a motion - Be it resolved that staff be directed to produce a report identifying operating costs, including comparisons to other ice rental rates charged by other municipalities; and that deferred payments be authorized to allow MTMHA to collect necessary funds to secure summer ice. Pat Brown seconded the motion. CARRIED.

5.3. 6:45 pm - Draft Strategic Plan Presentation - Kate Graham, Colliers Project Leaders

At the appointed time of 6:45 p.m., Mayor Agar welcomed Kate Graham of Colliers Project Leaders to present the updated draft of the Township Strategic Plan.

Mrs. Graham went over the draft plan in detail and outlined why strategic plans are important.

The ideology of including dates in the Plan was discussed in detail and Mrs. Graham suggested she has seen plans for as long as ten years, for as little as two years, and some plans without the inclusion of any dates. The draft plan includes a vision for 2024-2028 with the intentional offset of 2 years to the term of Council to allow the new council to get in power with some time to prepare the new draft to align to their vision.

Councillor Foster asked about training for staff and council on proper implementation of strategic plans. Mrs. Graham suggested she would help support the implementation of the plan and suggested periodic reports on

progress towards synchronization of the plan, and suggested staff reports should note alignment with the plan.

Councillor Langstaff asked Mrs. Graham to include some language to strengthen the priority to protect prime agriculture land. Mr. Langstaff suggested language that prioritizes agricultural initiatives cohesively with those of other industrial priorities.

Councillor Foster emphasized her position that timelines are imperative for Strategic Plans but suggested softening the wording from "we will" to "we shall work towards" acknowledging budget and asset management constraints.

Mrs. Graham thanked everyone for their input and advised she will amend the draft and resubmit for review.

6. CORRESPONDENCE ITEMS

6.1. Two Water Brewery Request for Extension of Patio

Motion 6

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

6.1 - Two Water Brewery Request for Extension of Patio

6.2 - Lambton Kent District School Board - Request to waive rental fees for CAP Park - June 5, 2024

6.3 - Port Lambton Gala Days - Request for Community Event

6.4 - Sombra Optimist Club - Safety Awareness Day Request Pat Brown seconded the motion. CARRIED.

Motion 7

Pat Brown made a motion - Be it resolved that the request submitted by Two Water Brewing to fence off their parking area to use it as a temporary patio-extension to on September 21, 2024 be approved and that it be declared a Municipally Significant Event. Cathy Langis seconded the motion. CARRIED.

6.2. Lambton Kent District School Board - Request to waive rental fees for CAP Park - June 5, 2024

Motion 8

Cathy Langis made a motion - Be it resolved that a grant in the amount equivalent to the full cost to rent all four baseball diamonds at CAP Park on June 5, 2024 be issued to Lambton Kent District School Board to help facilitate the elementary school two-pitch tournament. Brad Langstaff seconded the motion. CARRIED.

6.3. Port Lambton Gala Days - Request for Community Event

Motion 9

Holly Foster made a motion - Be it resolved that Port Lambton Gala Days being held August 2,3 and 4, 2024 at MacDonald Park, be considered a municipally significant event and that they be authorized to operate a refreshment tent, subject to the submission of proper insurance, obtaining proper licensing, and compliance with the Township Alcohol Management Policy. Steve Miller seconded the motion. CARRIED.

6.4. Sombra Optimist Club - Safety Awareness Day Request

Motion 10

Brad Langstaff made a motion - Be it resolved that a grant equivalent to the full cost to rent Brander Park on Saturday June 1, 2024 be issued to the Optimist Club of Sombra to be used to help facilitate Community Safety Awareness Day. Pat Brown seconded the motion. CARRIED.

7. INFORMATION ITEMS

7.1. Inn of the Good Shepherd's Mobile Garden Market

Motion 11

Steve Miller made a motion - Be it resolved that the Inn of the Good Shepherd be authorized to use the parking lot of the Sombra Library for their Mobile Garden Market program for one hour per week, subject to the satisfaction of the Director of Community Services and the County of Lambton. Holly Foster seconded the motion. CARRIED.

7.2. Seniors Advisory Committee - Minutes - January 23, 2024

7.3. Lambton County Council Highlights.

7.4. CN Annual Vegetation Management Program

Motion 12

Brad Langstaff made a motion - Be it resolved that staff be directed to approach CSX to determine their vegetation management plan, and that they be reminded of their obligations to maintain long grass and noxious weeds. Pat Brown seconded the motion. CARRIED.

7.5. Clay Creek Switching Station - Notice of Commencement

Motion 13

Brad Langstaff made a motion - Be it resolved the following items be received as information:

7.1 - Inn of the Good Shepherd's Mobile Garden Market

7.2 - Seniors Advisory Committee Minutes - January 23, 2024

7.3 - Lambton County Council Highlights.

7.4 - CN Annual Vegetation Management Program

7.5 - Clay Creek Switching Station - Notice of Commencement Cathy Langis seconded the motion. CARRIED.

8. REPORTS OF COMMITTEES AND STAFF

8.1. Clerks Report - Amendments to Parking Bylaw 22 of 2023

Motion 14

Steve Miller made a motion - Be it resolved that the Additions to Parking By-law 22 of 2023 report submitted by Clerk Jeff Baranek be received as information and that Draft By-law 21 of 2024 introducing prohibitions for parking where access to a laneway is blocked, and parking too close to an intersection be considered for approval. Cathy Langis seconded the motion. CARRIED.

Motion 15

Cathy Langis made a motion - Be it resolved that a letter be circulated to local schools advising of the new fines for blocking laneways and parking too close to an intersection and ask that they circulate notice to their student's families. Brad Langstaff seconded the motion. CARRIED.

8.2. Senior Planner Report - Request to Remove Part Lot Control

Motion 16

Pat Brown made a motion -Be it resolved that the Request to Remove Part Lot Control report as submitted by Ian MacDougall, Senior Planner, be received as information and that draft Bylaw 20 of 2024 be considered for approval. Cathy Langis seconded the motion. CARRIED.

8.3. Director of Public Works Report - United Way Kickoff Event

Motion 17

Cathy Langis made a motion - Be it resolved that the United Way Campaign Kickoff Event report as submitted by Brian Black, Director of Public Works, be received as information and that St. Clair Township hold a free BBQ for Council and Staff to serve as a United Way Kickoff Event at Noon on Wednesday, June 5th, 2024. Steve Miller seconded the motion. CARRIED.

8.4. Coordinator of Operations Public Works - Monthly Report (Operations)

Motion 18

Steve Miller made a motion - Be it resolved that the Monthly report submitted by David Neely, Coordinator of Operations Public Works Department be received as information. Holly Foster seconded the motion. CARRIED.

8.5. Coordinator of Facilities Report - Pickleball and Tennis Court Tender

Motion 19

Holly Foster made a motion -Be it resolved that the Corunna Athletic Park Court Resurfacing Report submitted by Coordinator of Facilities and Parks, Sue Knight be received as information and that the bid submitted by Sev-Con Paving for the Just for Tennis design in the amount of \$242,485.94 before HST be approved; and be it further approved that the funds devoted to water fountain installations project be reallocated to this project to cover the surplus; and that the water fountain installations be considered in the 2025 Capital Budget. Steve Miller seconded the motion. CARRIED.

9. BY-LAWS

- 9.1. ByLaw 20 of 2024 - Removal of Part Lot Control**
- 9.2. ByLaw 21 of 2024 - to Amend ByLaw 22 of 2023**
- 9.3. ByLaw 22 of 2024 - Confirming Bylaw**

Motion 20

Pat Brown 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 the by-laws and any agreements thereto:

9.1 - By-Law 20 of 2024 - Removal of Part Lot Control

9.2 - By-Law 21 of 2024 - to Amend ByLaw 22 of 2023

9.3 - By-Law 22 of 2024 - Confirming ByLaw Cathy Langis seconded the motion. CARRIED.

10. COUNCILLORS' REPORTS

Councillor Brown

Councillor Brown attended the DigSafe kickoff barbecue at the Civic Centre.

Councillor Foster

Councillor Foster attended the Women's Leadership Seminar in Wyoming and noted that she had a summer student tell her how well she was being treated by Township staff, and how much she was enjoying her position.

Motion 21

Holly Foster made a motion - Be it resolved that Motion 28 from Regular Meeting held April 2, 2024 be reconsidered. Steve Miller seconded the motion. MOTION LOST

Councillor Langis

Councillor Langis attended the Sombra Museum Board meeting; the DigSafe barbecue; and the Women's Leadership Seminar in Wyoming.

Councillor Langstaff

Councillor Langstaff attended the Moore Museum meeting.

Deputy Mayor Miller

Deputy Mayor Miller attended the County Council meeting; the DigSafe barbecue; and a Clean Harbours Good Neighbours committee meeting.

Mayor Agar

Mayor Agar attended the County Council meeting; the Mooretown Flags banquet; the Moore Skate Club Ice Show; the DigSafe barbecue, and thanked MPP Bob Bailey for his continued work to emphasize that initiative. Mayor Agar noted he has many conversations with members of the community.

11. UPCOMING MEETINGS

- 11.1. Regular Meeting - Session 8 - Monday May 6, 2024, 3:00 p.m. (Council education session 2:00 p.m. - closed to public)
- 11.2. Regular Meeting - Session 9 - Tuesday May 21, 2024, 6:00 p.m.
- 11.3. Regular Meeting - Session 10 - Monday June 3, 2024, 3:00 p.m.

12. ADJOURNMENT

- 12.1. The Meeting was adjourned at 7:30 pm.

Motion 22

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

Mayor – Jeff Agar

Clerk – Jeff Baranek

