



# Township of St. Clair

## Agenda

### Regular Council Meeting

Tuesday, February 20, 2024 @ 6:00 PM

Council Chambers

#### 1. CALL TO ORDER

#### 2. LAND ACKNOWLEDGEMENTS

#### 3. DECLARATION OF PECUNIARY INTEREST

#### 4. ADOPTION OF MINUTES

4.1. Council Meeting - February 5, 2024- Session #2

4.2. Minutes of Township Committees  
SCRT Meeting Minutes - January 24, 2024

#### 5. DELEGATIONS/PRESENTATIONS

5.1. Public Meeting  
6:10 p.m. - ZBLA - 1540 Fourth St - Courtright United Church

5.2. Deputation  
6:15 p.m. - Chuck Stevens - Brigden Cenotaph

#### 6. CORRESPONDENCE ITEMS

6.1. LGPSB - Member Appointment and Community Safety Policing Act

6.2. Two Waters Brewery - Canada Day Festival Request

6.3. Lambton County Municipal Association - Membership Renewal and Annual Meeting

#### 7. INFORMATION ITEMS

7.1. Lambton County Council Highlights - February 7, 2024

7.2. Lambton Seniors Advisory Committee - October and December Minutes

#### 8. REPORTS OF COMMITTEES AND STAFF

8.1. Clerks Report - Fees Bylaw Update

8.2. Director of Public Works Report - Nova Chemicals Emergency Water Supply Agreement

8.3. Director of Public Works Report - ORCGA Flag Raising Event

8.4. Drainage Superintendent - Monthly Report

**9. DRAINAGE BY-LAWS**

- 9.1. By-Law 5 of 2024 - Port Lambton Storm Sewer Drain
- 9.2. By-Law 6 of 2024 - Bawden, DeMars, Feddes Pumps Grant
- 9.3. By-Law 7 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.4. By-Law 8 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.5. By-Law 9 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.6. By-Law 10 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.7. By-Law 11 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.8. By-Law 12 of 2024 - Various Drains 2022 Spraying - with Grant

**10. BY-LAWS**

- 10.1. By-Law 10 of 2024 - ZBLA - 1540 Fourth St - Courtright United Church
- 10.2. By-Law 11 of 2024 - Fees for Service
- 10.3. By-Law 12 of 2024 - Confirming

**11. NOTICES OF MOTION**

11.1. Councillor Foster

Be it resolved that Councillor Foster be appointed to work with the Treasurer and Director of Community Services to establish a proposed location for a Township Hall of Fame; in addition to determining a physical location, they will also establish a proposed eligibility criteria, the process for its administration and maintenance, and determine how the project will be funded for its development, and its operation; and that each component be brought to Council for consideration.

**12. COUNCILLORS' REPORTS**

**13. UPCOMING MEETINGS**

- 13.1. Regular Meeting - Session 4 - March 4, 2024, 3:00 p.m.
- 13.2. Operating Budget - March 7, 2024, 5:00 p.m. (not live streamed)
- 13.3. Regular Meeting - Session 5 - March 18, 2024, 6:00 p.m.

**14. IN CAMERA SESSION**

- 14.1. Section 239(2)(e) to discuss legal representation for an upcoming tribunal hearing
- 14.2. Section 239(2)(a) to discuss security via access to a Township facility

**15. ADJOURNMENT**





# MINUTES

## Regular Council Meeting

6:00 PM - Tuesday, February 20, 2024  
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Tuesday, February 20, 2024, at 6:00 PM, in the Council Chambers, with the following members present:

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

**EXCUSED:**

### 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- Council Meeting - February 5, 2024- Session #2

#### MOTION 1

Steve Miller made a motion - Be it resolved that the minutes of the regular council meeting held on February 5, 2024 be received and approved.  
Cathy Langis seconded the motion. CARRIED.

4.2- Minutes of Township Committees

#### MOTION 2

Pat Brown made a motion - Be it resolved that the minutes of the following committees be accepted and approved.  
- St. Clair River Trail Committee - Minutes - January 24, 2024  
Bill Myers seconded the motion. CARRIED.

### 5 DELEGATIONS/PRESENTATIONS



### **5.1- Public Meeting**

#### **6:10 p.m. - ZBLA - 1540 Fourth St - Courtright United Church**

At the appointed time of 6:10p.m., Mayor Agar declared open the public meeting to consider Zoning By-law Amendment Application R18-23 for the property known as 1540 Fourth Street.

Application R18-23 proposes to add a daycare use to the existing permitted uses for the I1 Institutional Zone to allow for the operation of a daycare facility that would populate two rooms with up to 16 children per room.

Township Planner Ian MacDougall summarized his report and recommended the application for approval.

Jeremy Randle of 67 Thomson Street submitted an objection to the proposal on the grounds that it will increase traffic to the area compromising safety, and that the change in land use will increase his property taxes.

Allison Saunders 58 Thomson Street submitted her support for the proposal noting it is a dire need in the community.

On behalf of the new ownership group, Ross George addressed Council noting the daycare will be operated by a local group called Kiddies Korner Co-op who also operate a facility in Brigden and Petrolia. If approved, the facility will operate two rooms each with the capacity for 16 children. A fence will be installed on the south-west lawn to provide a safe outdoor play space for all the children. Upon drop-off and pick-up, children will access the building through the enclosed play space to maximize safety measures. Mr. George noted the facility would like to commence operations in the Fall 2024 and that in addition to the fence, there will be a garden shed installed up against the outer wall of the existing building to preserve site lines at the corner.

Seeing no other comments, Mayor Agar declared the public meeting closed and asked for any forthcoming motions.

#### **MOTION 3**

Brad Langstaff made a motion - Be it resolved that Zoning By-law Application R18-23 to add a daycare facility as a permitted use to the I1 Institutional zone for the property known as 1540 Fourth Street be approved and that the accompanying By-law 10 of 2024 be considered for approval.

Bill Myers seconded the motion. CARRIED.

### **5.2- Deputation**

#### **6:15 p.m. - Chuck Stevens - Brigden Cenotaph**

At the appointed time of 6:15 p.m., Mayor Agar welcomed Chuck Stevens of Royal Canadian Legion Branch 635 in Brigden to make his presentation.

Currently the cenotaph in Brigden denotes the two World Wars, and also the Korean War, but does not identify any conflicts since those times. In addition to adding the Afghanistan conflict to the current stone, Legion 635 would like to install two new stones, one on either side of the current stones. The new stones would memorialize Canadians who served as part of both NATO and UN missions.

In addition to the two new stones, the Legion would like to add two commemorative benches in front of the cenotaph.

Legion 635 is asking permission to install the two new stones and the two new benches; and is also seeking permission to remove some overgrown shrubbery on-site.

Deputy Mayor Miller asked staff to confirm there is no infrastructure beneath the proposed sites for the new features.



In terms of the financing for the project, it is expected to cost a total of \$12,000 of which they already have a donor for one of the benches, which cost \$1400. the Legion does plan to fundraise but would welcome a donation by the Township.

Councillor Foster noted the deadline for donations for 2024 has passed.

**MOTION 4**

Brad Langstaff made a motion - Be it resolved that Royal Canadian Legion Branch 635 be authorized to add two new memorial stones to the Cenotaph in Brigden; to install two new memorial benches; and to remove the overgrown shrubbery; be it further removed they be authorized to submit a funding request to be considered at the 2024 Operating Budget deliberations.  
Bill Myers seconded the motion. CARRIED.

**6      CORRESPONDENCE ITEMS**

**6.1-    LGPSB - Member Appointment and Community Safety Policing Act**

**MOTION 5**

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

6.1 - LGPSB - Member Appointment and Community Safety Policing Act

6.2 - Two Water Brewery - Canada Day Festival Request

6.3 - Lambton County Municipal Association - Membership Renewal and Annual Meeting  
Brad Langstaff seconded the motion. CARRIED.

**MOTION 6**

Cathy Langis made a motion - Be it resolved that Mayor Agar be appointed to the Lambton Group Police Services Board for the duration of the current term of Council.

Brad Langstaff seconded the motion. CARRIED.

**6.2-    Two Waters Brewery - Canada Day Festival Request**

**MOTION 7**

Steve Miller made a motion - Be it resolved that the request submitted by Two Waters Brewing to fence off their parking area to use it as a temporary patio-extension to celebrate Canada Day be approved and that it be declared a Municipally Significant Event.

Brad Langstaff seconded the motion. CARRIED.

**6.3-    Lambton County Municipal Association - Membership Renewal and Annual Meeting**

**MOTION 8**

Pat Brown made a motion - Be it resolved that the annual membership to the Lambton County Municipal Association (LCMA) be renewed.  
Bill Myers seconded the motion. CARRIED.

**7      INFORMATION ITEMS**

**7.1-    Lambton County Council Highlights - February 7, 2024**

**7.2-    Lambton Seniors Advisory Committee - October and December Minutes**

**MOTION 9**

Cathy Langis made a motion - Be it resolved the following items be received as information:

7.1 - Lambton County Council Highlights - February 7, 2024

7.2 - Lambton Seniors Advisory Committee - October and December Minutes  
Holly Foster seconded the motion. CARRIED.

**8      REPORTS OF COMMITTEES AND STAFF**

**8.1-    Clerks Report - Fees Bylaw Update**



## **REQUEST FOR DEPUTATION**

Don Holcombe, a seasonal camper at Moore Campground, submitted comments to Council opposing the 18.5% rate hike for seasonal rates. Director of Community Services Kendall Lindsay advised there is no increase for the 2024 season, noting the fees introduced by this Bylaw will be for the 2025 camping season, which is billed in 2024.

### **MOTION 10**

Steve Miller made a motion - Be it resolved that the *Fees By-law 2024* report submitted by Clerk, Jeff Baranek, be received as information and that the updated and new fees included therein be approved, and that the corresponding by-law 11 of 2024 be considered for approval.

Pat Brown seconded the motion. CARRIED.

- 8.2- Director of Public Works Report - Nova Chemicals Emergency Water Supply Agreement

### **MOTION 11**

Pat Brown made a motion - Be it resolved that the *Nova Chemicals Emergency Water Supply Agreement* report submitted by the Director of Public Works, Brian Black, be received as information and that the agreement to supply Nova Chemicals with Emergency Water Supply be approved and that the Mayor and Clerk be authorized to execute the document.

Cathy Langis seconded the motion. CARRIED.

- 8.3- Director of Public Works Report - ORCGA Flag Raising Event

### **MOTION 12**

Steve Miller made a motion Be it resolved that the *Proposal to Host the Dig Safe Flag Raising Event for 2024* report as submitted by Brian Black, Director of Public Works, be received as information and that St. Clair Township host the ORCGA Dig Safe Flag Raising for Lambton County, as part of Dig Safe Month, on Wednesday, April 10th, 2024.

Bill Myers seconded the motion. CARRIED.

- 8.4- Drainage Superintendent - Monthly Report

### **MOTION 13**

Cathy Langis made a motion - Be it resolved that the *Monthly* report submitted by Drainage Superintendent, Jason Brunt, be received as information and that Spriet & Associates Ltd. be appointed to prepare a new drainage report under Section 4 of the Drainage Act, to extend the Campbell Drain South of County Road No. 80, and to provide a new assessment schedule for future maintenance. Holly Foster seconded the motion. CARRIED.

## **9 DRAINAGE BY-LAWS**

- 9.1- By-Law 5 of 2024 - Port Lambton Storm Sewer Drain
- 9.2- By-Law 6 of 2024 - Bawden, DeMars, Feddes Pumps Grant
- 9.3- By-Law 7 of 2024 - Various Drains 2022 Spraying - with Grant
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- 9.6- By-Law 10 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.7- By-Law 11 of 2024 - Various Drains 2022 Spraying - with Grant
- 9.8- By-Law 12 of 2024 - Various Drains 2022 Spraying - with Grant

### **MOTION 14**

Steve Miller 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 5 of 2024 - Port Lambton Storm Sewer Drain
  - 9.2 - By-Law 6 of 2024 - Bawden, DeMars, Feddes Pumps Grant
  - 9.3 - By-Law 7 of 2024 - Various Drains 2022 Spraying - with Grant
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  - 9.8 - By-Law 12 of 2024 - Various Drains 2022 Spraying - with Grant
- Bill Myers seconded the motion. CARRIED.

## 10 BY-LAWS

- 10.1- By-Law 10 of 2024 - ZBLA - 1540 Fourth St - Courtright United Church
- 10.2- By-Law 11 of 2024 - Fees for Service
- 10.3- By-Law 12 of 2024 - Confirming

### MOTION 15

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:

- 10.1 - By-Law 10 of 2024 - ZBLA - 1540 Fourth St - Courtright United Church
- 10.2 - By-Law 11 of 2024 - Fees for Service 2024
- 10.3 - By-Law 12 of 2024 - Confirming

Brad Langstaff seconded the motion. CARRIED.

## 11 NOTICES OF MOTION

### MOTION 16

Holly Foster made a motion - Be it resolved that Councillor Foster be appointed to work with the Treasurer and Director of Community Services to establish a proposed location for a Township Hall of Fame; in addition to determining a physical location, they will also establish a proposed eligibility criteria, the process for its administration and maintenance, and determine how the project will be funded for its development, and its operation; and that each component be brought to Council for consideration.

Brad Langstaff seconded the motion. MOTION LOST.

## 12 COUNCILLORS' REPORTS

### COUNCILLOR BROWN

Councillor Brown attended the most recent SCRCA meeting, and reported their Annual General Meeting will be held at the Florence Community Centre on Thursday, February 22, at 10am.

### COUNCILLOR FOSTER

Councillor Foster commended staff for their continued efforts but noted we could improve in some areas specifically naming social media, website navigation, and access to a complaint mechanism.

Councillor Foster closed her report by reporting two *NOTICES OF MOTION* for the next meeting scheduled for March 4, 2024:

1. That staff be directed to seek ways to improve the Township webpage and social media pages; and,
2. That the consultant tasked with producing the Township Strategic Plan be asked to include timelines for desired projects including Ongoing, 1-3 years, 3-5 years, and 5-10 years and that the plan also include strategies for implementation.

### **COUNCILLOR LANGIS**

Councillor Langis attended Family Day events at the Sombra Museum and the Moore Sports Complex.

### **COUNCILLOR LANGSTAFF**

Councillor Langstaff attended the Moore Museum Committee meeting.

### **COUNCILLOR MYERS**

Councillor Myers noted he will be attending the upcoming Moore Museum meeting.

### **DEPUTY MAYOR MILLER**

Deputy Mayor Miller attended the County Committee meeting and the SCRCA meeting and will attend the SCRCA Annual General Meeting.

### **MAYOR AGAR**

Mayor Agar noted he attended the County Committee meeting and met with several other agencies while representing the Township.

## **13 UPCOMING MEETINGS**

- 13.1- Regular Meeting - Session 4 - March 4, 2024, 3:00 p.m.
- 13.2- Operating Budget - March 7, 2024, 5:00 p.m. (not live streamed)
- 13.3- Regular Meeting - Session 5 - March 18, 2024, 6:00 p.m.

## **14 IN CAMERA SESSION**

- 14.1- Section 239(2)(e) to discuss legal representation for an upcoming tribunal hearing.
- 14.2- Section 239(2)(a) to discuss security via access to a Township facility.

### **MOTION 17**

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

- 14.1 - Section 239(2)(e) to discuss legal representation for a upcoming tribunal
  - 14.2 - Section 239(2)(a) to discuss security via access to a Township facility
- Pat Brown seconded the motion. CARRIED.

## **15 RISE AND REPORT**

Clerk Jeff Baranek noted there was nothing to Rise and Report.

## **16 ADJOURNMENT**

### **MOTION 18**

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

The Meeting was adjourned at 8:00 p.m.

Mayor – Jeff Agar

Clerk – Jeff Baranek