



**CORPORATION OF THE TOWNSHIP OF ST. CLAIR
COUNCIL MINUTES**

SESSION #5

February 21, 2023
6:00 p.m.
Council Chambers

A Regular Meeting of Council was held Tuesday, February 21, 2023, at 6:00 p.m. with the following people participating:

J. Agar	Mayor
S. Miller	Deputy Mayor
P. Brown	Councillor
H. Foster	Councillor
C. Langis	Councillor
B. Langstaff	Councillor
B. Myers	Councillor

Staff:	J. Rodey	CAO
	J. Baranek	Clerk

AGENDA:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. ADOPTION OF MINUTES

3.1 Regular Meeting - Session 4 - February 6, 2023

3.2 Minutes of Committees

Drainage Committee Minutes – February 1, 2023

Sombra Museum Board – November 23, 2023

Moore Museum Board – February 1, 2023

4. DELEGATIONS/PRESENTATIONS

4.1 6:15 p.m. - Public Meeting - St. Clair Region Conservation Authority - General Manager Ken Phillips

4.2 6:30 p.m. - Public Meeting - Status of Township Libraries - Andrew Meyer and Darlene Coke, County of Lambton

4.3 6:45 p.m. - David Lamourea - Longterm Parking on Township Roads

5. CORRESPONDENCE

5.1 Captain Kidds Day - Requests for 2023 Event

5.2 Stop Sign Request - Paget and Alfred Street

6. INFORMATION ITEMS

6.1 Township of St. Clair - Draft Strategic Plan - July 2008

6.2 2022 Year End Building Permit Report

6.3 County of Lambton Senior Advisory Committee Recruitment

- 6.4 Enbridge - Dawn to Corunna Project Newsletter
- 6.5 LGPSB - November-December 2022 Report
- 6.6 Building Permit Report - January 2023

7. STAFF REPORTS

- 7.1 Coordinator of Planning - Temporary Use By-Law - St. Clair Medical Centre
- 7.2 Deputy Treasurer - 2022 Year-End Financial Statement Audit
- 7.3 Coordinator of Operations (Roads) - New Municipal Drain 3111 St. Clair Parkway
- 7.4 Coordinator of Operations (Water/Wastewater) - Monthly Report
- 7.5 Director of Community Services - Community Event Planning Manual
- 7.6 Director of Community Services - Golf Course Clubhouse
- 7.7 Director of Community Services - Moore Sports Complex Elevator
- 7.8 Director of Community Services - Facilities Report 2023
- 7.9 Director of Community Services - Township Roof Projects 2023

8. DRAINAGE BY-LAWS

- 8.1 Drainage By-law 3 of 2023 - East Street Drain
- 8.2 Drainage By-Law 4 of 2023 - Routledge Drain
- 8.3 Drainage By-Law 5 of 2023 - Sterling Drain
- 8.4 Drainage By-Law 6 of 2023 - Stewart Drain

9. BY-LAWS

- 9.1 By-Law 12 of 2023 - Water Use Agreement - Nova Chemicals Corp - St. Clair Site
- 9.2 By-Law 13 of 2023 - Temporary Modular Building Agreement - Nova Chemicals - 804 Rokeby Line
- 9.3 By-Law 14 of 2023 - Temporary Use By-law - 389 Murray Street - Medical Health Centre
- 9.4 By-Law 15 of 2023 - Establishing Island Drive as a Public Highway

10. NOTICES OF MOTION

11. COUNCILLOR'S REPORTS

12. UPCOMING MEETINGS

- 12.1 Regular Meeting - Session 6 - Monday March 6, 3:00 p.m.
- 12.2 Operating Budget - Thursday, March 9, 5:00 p.m. (in-person only)
- 12.3 Regular Meeting - Session 7 - Monday, March 20, 6:00 p.m.

13. IN-CAMERA SESSION

- 13.1 Section 239(2)(d) to discuss the contract of a current contracted employee
- 13.2 Section 239(2)(a) To discuss the terms of a lease of a Township building
- 13.3 Section 239(2)(f) to consider advice from the Township Solicitor related to by-law enforcement
- 13.4 Section 239(2)(a) to discuss the security of Township records

14. ADJOURNMENT

1. CALL TO ORDER

At the appointed time of 6:00 p.m., Mayor Agar called the meeting to Order and welcomed those in attendance physically and via electronic means.

2. DECLARATION OF PECUNIARY INTEREST

None Declared.

3. ADOPTION OF MINUTES

3.1 Moved by B. Langstaff

Seconded by P. Brown

Motion 1 Be it resolved that the Minutes from the Regular Council Meeting Session #4 held on February 6, 2023, be received and accepted as printed.

CARRIED

3.2 Moved by S. Miller

Seconded by B. Myers

Motion 2 Be it resolved that the Minutes from following Committees be received and accepted as printed.

Moore Museum Advisory Committee – February 1, 2023

Sombra Museum Board – November 23, 2022

Drainage Committee Minutes – February 1, 2023

CARRIED

4. DELEGATIONS/PRESENTATIONS

4.1 - 6:15 p.m. - Public Meeting - St. Clair Region Conservation Authority - General Manager Ken Phillips

At the appointed time of 6:15 p.m., Mayor Agar welcomed General Manager of the St. Clair Region Conservation Authority (SCRCA) Ken Phillips to make his presentation.

The SCRCA was established in 1961 and is the 9th largest in Ontario carrying an annual budget of \$9.5 million. In 2022, the SCRCA secured \$225,000 in grants from Provincial Ministries for shoreline erosion control projects and reviewed 114 development files.

Mr. Phillips advised Council that changes resulting from Bill 23 have prohibited the SCRCA from reviewing Natural Heritage regulations on development applications. He noted there is no Planner within the County of Lambton that is specialized in Natural Heritage. Mr. Phillips clarified that this is not among the services the SCRCA is permitted to enter into Memo of Understanding agreements with local municipalities for; but noted they have initiated conversations with the County of Lambton on how this area will be covered.

Councillor Langstaff sought assurances on the continued maintenance of the newly acquired Greenhill Gardens and was advised they will use the agricultural lands as they exist now, and they will protect the woodlot. The garden areas will be maintained to the best of their ability, but they will look to replant with natural local species.

Councillor Myers expressed his concern over the roads that had to be raised for the design and construction of the McKeough Floodway and their susceptibility for bank slides. He advised he would like to initiate conversations with the SCRCA to cost share as he feels it should not be the sole fiscal responsibility of the Township. Mr. Phillips agreed to initiate conversations.

Mayor Agar thanked Mr. Phillips for his presentation.

4.2 - 6:30 p.m. - Public Meeting - Status of Township Libraries - Andrew Meyer and Darlene Coke, County of Lambton

At the appointed time of 6:30 p.m., Mayor Agar welcomed Andrew Meyer and Darlene Coke of the County of Lambton to make their presentation.

County of Lambton Council received a presentation summarizing a study undertaken by Monteith Brown Planning Consultants reviewing library services across the County which resulted in many recommendations on how to modernize

services across the County. The goal of the study was to enhance, not reduce available services and programming.

Of the numerous recommendations stemming from the study, four were aimed at the library services within the Township:

Rec #30: Corunna Library: In addition to accessibility improvements and ongoing building maintenance activities (including replacement of the exterior glass and soffit restoration) for Corunna Library, engage nearby commercial landowners to determine whether a limited number of parking spaces in their lots can be reserved for library users.

Rec #31: Mooretown & Courtright Libraries: The Mooretown and Courtright Libraries are undersized spaces that do not offer a barrier-free or modern library experience. Lambton County Library should discuss replacement of these two libraries with the Township of St. Clair by consolidating their collective Gross Floor Areas into one new library located in either Mooretown or Courtright. Consideration may also be given to combining their collective floor areas with that of the Sombra and Port Lambton Libraries (see Rec. #31) to create one large library in a centralized area in proximity to the St. Clair Parkway.

Rec #32: Sombra & Port Lambton Libraries: The Sombra and Port Lambton Libraries are undersized spaces that do not offer a barrier-free or modern library experience. Lambton County Library should discuss replacement of these two libraries with the Township of St. Clair by consolidating their collective Gross Floor Areas into one new library located in Sombra through a redevelopment or reconstruction project on the existing Sombra Library site. Consideration may also be given to combining their collective floor areas with that of the Mooretown and Courtright Libraries (see Rec. #30) to create one large library in a centralized area in proximity to the St. Clair Parkway.

Rec #34: School Co-location Potential Wilkesport Library: Engage local school boards to discuss feasibility of integrating a Medium Branch library within a school in southern Lambton County as a means to strengthen rural communities. A co-located library should replace the Wilkesport Library that no longer offer a modern experience nor meaningfully advance space-related objectives of the Joint Library Facilities Review. If implemented, an alternative library service point should be installed at the Wilkesport Community Centre.

Deputy Mayor Miller clarified that "express service" could include vending machine style services which allow those with library cards to access books.

Councillor Brown encouraged the County to consult with local school boards to consider cohabitant partnerships.

Mayor Agar thanked them for their presentation and highlighted the Library in Brigden is within a school and is one of the most visited.

4.3– 6:45 p.m. - David Lamourea - Longterm Parking on Township Roads

At the appointed time of 6:45 p.m., Mayor Agar welcomed David Lamourea to make his presentation.

Mr. Lamourea indicated he lives in Corunna and has been in the Township for more than thirty years. Mr. Lamourea expressed his concern about the inability to tow violators of the winter parking by-laws within the Township.

Mr. Lamourea advised Council of a neighbour who leaves their vehicle on the street in violation of Winter Parking By-law 33 of 2017 permanently. He advised the vehicle has not moved in months. He reported emailing the Township Clerk

who advised the Township does not have the ability to tow an offender; and he has contacted the OPP who advised it was not something they would get involved with.

Mr. Lamourea reported seeing the vehicle ticketed multiple times, but advised it has had no impact and the vehicle has remained in place.

Mr. Lamourea asked Council to amend their by-laws to include language that allows for the removal of vehicles that park on Township roads for extended durations.

Seeing no other questions or comments forthcoming, Mayor Agar thanked Mr. Lamourea for his presentation and advised the Township is considering such language changes to By-laws according to advice from our Solicitor during the in-camera portion of the meeting.

5. CORRESPONDENCE

Moved by P. Brown

Seconded by H. Foster

Motion 3 Be it resolved that Council accept the following items of correspondence as per Council's direction:

5.1 Captain Kidds Day – Requests for 2023 Event

5.2 Stop Sign Request – Paget and Alfred Street

CARRIED

5.1 Moved by H. Foster

Seconded by P. Brown

Motion 4 Be it resolved that Captain Kidds Days being held at CAP Park in Corunna August 3 – 6, 2023 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 6, 2023, subject to compliance with the Township's Fireworks By-law 50 of 2020.

CARRIED

5.2 Moved by S. Miller

Seconded by C. Langis

Motion 5 Be it resolved that the request to install a stop sign at Paget Street and Alfred Street be referred to staff for a report.

CARRIED

6. INFORMATION

Moved by B. Myers

Seconded by B. Langstaff

Motion 6 Be it resolved that the following item of information be dealt with as per Council's direction:

6.1 Township of St. Clair - Draft Strategic Plan - July 2008

6.2 2022 Year End Building Permit Report

6.3 County of Lambton Senior Advisory Committee Recruitment

6.4 Enbridge - Dawn to Corunna Project Newsletter

6.5 LGPSB - November-December 2022 Report

6.6 Building Permit Report - January 2023

CARRIED

6.1 Moved by H. Foster

Seconded by B. Langstaff

Motion 7 Be it resolved that Township staff be directed to draft a Request for Proposal for a new Strategic Plan and to determine a potential timeline and cost, to be submitted for approval prior to issuance.

CARRIED

6.6 Moved by B. Langstaff

Seconded by B. Myers

Motion 8 Be it resolved that staff be directed to produce a plan to determine the impacts Bill 23 will have on revenues related to Development Charges.

CARRIED

7. REPORTS AND RECOMMENDATIONS OF STAFF

7.1 Moved by H. Foster

Seconded by B. Langstaff

Motion 9 Be it resolved that the *Temporary Use By-Law - St. Clair Medical Centre* report submitted by Coordinator of Planning Carlie McClemens be received as information and that By-law No. 14 of 2023, being a By-law to amend Comprehensive Zoning By-law Number 17 of 2003 to address temporary land use matters and repeal By-law 50 of 2022, be considered for approval.

CARRIED

7.2 Moved by B. Myers

Seconded by P. Brown

Motion 10 Be it resolved that the *2022 Year-End Financial Statement Audit Engagement Letters and Audit Service Plan* report as submitted by Deputy Treasurer Eric Hicks be received as information and that the 2022 Audit Service Plan from MNP LLP be received as information; be it further resolved that the Treasurer, and Mayor be authorized to sign the 2022 engagement letters for the Corporation of the Township of St. Clair, St. Clair Trust Funds & St. Clair River Trail Trust Fund, and the Moore Township Community & Recreational Foundation.

CARRIED

7.3 Moved by S. Miller

Seconded by C. Langis

Motion 11 Be it resolved that the *New Municipal Drain – No. 3111 St. Clair Parkway* report submitted by Coordinator of Operations – David Neely be received as information and that the Director of Public Works be authorized to sign a Section 4 Drainage Act petition representing the road authority, initiating a new Municipal Drain to be constructed along the north side of No. 3111 St. Clair Parkway, between the road and St. Clair River; and be it further resolved that Dobbin Engineering Inc. be appointed to prepare a drainage report, under Section 4 of the Drainage Act, to recommend the new Municipal Drain, to be known as “Currier Drain”.

CARRIED

7.4 Moved by C. Langis

Seconded by H. Foster

Motion 12 Be it resolved that the *Monthly* report submitted by Coordinator of Operations – Chris Westbrook be received as information.

CARRIED

7.5 Moved by C. Langis

Seconded by H. Foster

Motion 13 Be it resolved that the *Community Event Planning Manual* report submitted by Director of Community Services Kendall Lindsay be received as information and that the manual and Community Event Application form be formally approved.

CARRIED

7.6 Moved by S. Miller

Seconded by P. Brown

Motion 14 Be it resolved that the *Golf Course Clubhouse Proposal* report submitted by Director of Community Services Kendall Lindsay be received as information and that the Township procurement policy be waived for economic benefit and that the proposal submitted by Tandem Engineering Group in the amount of \$97,600 plus HST be accepted.

CARRIED

7.7 Moved by P. Brown

Seconded by H. Foster

Motion 15 Be it resolved that the *Moore Sports Complex Elevator Report* report submitted by Director of Community Services Kendall Lindsay be received as information and that bid in the amount of \$51,789 plus HST submitted by Skyline Elevators be approved.

CARRIED

Moved by S. Miler

Seconded by H. Foster

Motion 16 Be it resolved that the elevator repairs as approved by Motion 15 be added as a capital project under the Moore Sports Complex for the 2023 Capital Budget.

CARRIED

7.8 Moved by P. Brown

Seconded by S. Miller

Motion 16 Be it resolved that the *Facilities* report submitted by Director of Community Services Kendall Lindsay be received as information.

CARRIED

7.9 Moved by C. Langis

Seconded by B. Myers

Motion 17 Be it resolved that the *Roof Projects for 2023* report submitted by Director of Community Services Kendall Lindsay be received as information and that the quotes for the following projects be approved:

1. Moore Sports Complex Rink 1 Refurbishment – Bullock Roofing \$260,100
2. Corunna Library Roof Replacement – Bullock Roofing \$92,500.

CARRIED

8. DRAINAGE BY-LAWS

Moved by B. Langstaff

Seconded by H. Foster

Motion 18 Be it resolved that the following drainage by-laws receive first, and second readings and be provisionally adopted and that the Mayor and Clerk be authorized to execute appurtenant agreements:

- 8.1 Drainage By-Law 3 of 2023 – East Street Drain
- 8.2 Drainage By-Law 4 of 2023 - Routledge Drain
- 8.3 Drainage By-Law 5 of 2023 - Sterling Drain
- 8.4 Drainage By-Law 6 of 2023 - Stewart Drain

CARRIED

9. BY-LAWS

Moved by C. Langis

Seconded by P. Brown

Motion 19 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 appurtenant agreements:

- 9.1 By-Law 12 of 2023 - Water Use Agreement - Nova Chemicals Corp - St. Clair Site
- 9.2 By-Law 13 of 2023 - Temporary Modular Building Agreement - Nova Chemicals - 804 Rokeby Line
- 9.3 By-Law 14 of 2023 - Temporary Use By-law - 389 Murray Street - Medical Health Centre
- 9.4 By-Law 15 of 2023 - Establishing Island Drive as a Public Highway

CARRIED

10. NOTICES OF MOTION

None Declared.

11. COUNCILLOR'S REPORTS

Councillor Brown

Councillor Brown attended the initial Lambton Group Police Services Board meeting with the new members and reminded Council of the upcoming St. Clair Region Conservation Authority (SCRCA) Annual General Meeting scheduled for February 23, 2023 – weather permitting.

Councillor Brown asked staff to contact CSX to encourage them to repair the crossing on Emily Street at St. Clair Parkway.

Councillor Foster

Councillor Foster attended the Drainage Committee meeting and continues to participate in webinars to enhance her skills.

Councillor Langis

Councillor Langis attended the Family Day festivities at both the Moore Sports Complex and the Sombra Museum commending both event coordinators for successful events.

Councillor Langstaff

Councillor Langstaff attended the Drainage Committee meeting and the Clean Harbors Liaison Committee meeting.

Councillor Myers

Councillor Myers attended the Lambton County Development Services Auction at the Brigden Fairgrounds and the Country Jamboree also at the fairgrounds. Councillor Myers also attended the Heritage St. Clair meeting.

Deputy Mayor Miller

Deputy Mayor Miller attended the SCRCA executive meeting and the Clean Harbors Liaison meeting; he also attended the County Committee and Budget meetings, and the Family Day event at the Sombra Museum.

Mayor Agar

Mayor Agar reported a proposed 3.9% increase in the County of Lambton Budget noting 70% of their budget is comprised of social servicing, long-term care, and Public Health.

Mayor Agar encouraged staff to proactively ensure any graffiti is removed from all Township property.

12. UPCOMING MEETINGS

- 12.1 Regular Meeting - Session 6 - Monday March 6, 3:00 p.m.
- 12.2 Operating Budget - Thursday, March 9, 5:00 p.m. (in-person only)
- 12.3 Regular Meeting - Session 7 - Monday, March 20, 6:00 p.m.

Moved by S. Miller

Seconded by H. Foster

Motion 20 Be it resolved that the Regular Council meeting scheduled for April 17, 2023 be cancelled due to the Good Roads Conference.

CARRIED

13. IN-CAMERA SESSION

Moved by C. Langis

Seconded by H. Foster

Motion 21 Be it resolved that the meeting enter an in-camera session to consider the following:

- 13.1 Section 239(2)(d) to discuss the contract of a current contracted employee
- 13.2 Section 239(2)(a) To discuss the terms of a lease of a Township building
- 13.3 Section 239(2)(f) to consider advice from the Township Solicitor related to by-law enforcement
- 13.4 Section 239(2)(a) to discuss the security of Township records

CARRIED

Rise and Report

Moved by B. Langstaff

Seconded by C. Langis

Motion 22 Be it resolved that staff be directed to amend Township parking by-laws to authorize the removal of vehicles parked illegally long-term, and to prohibit parking of vehicles on greenspace.

CARRIED

14.ADJOURNMENT

Moved by B. Langstaff

Seconded by H. Foster

Motion 23 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 8:30 p.m.



Mayor Jeff Agar



Clerk Jeff Baranek

