



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

**COMMITTEE OF THE WHOLE MINUTES**

**SESSION #4**

St. Clair Township Civic Centre

May 6, 2019

3:00 p.m.

A Committee of the Whole meeting was held on Monday, May 6, 2019 at the Council Chambers in Mooretown at 3:00 p.m. with the following people present:

	S. Arnold	Mayor
	S. Miller	Deputy Mayor
	R. Atkins	Councillor
	P. Brown	Councillor
	J. De Gurse	Councillor
	T. Kingston	Councillor
	B. Myers	Councillor
Staff:	J. Rodey	CAO
	J. Baranek	Clerk
	B. Black	Director of Public Works
	W. Anderson	Fire Chief
	C. Quenneville	Treasurer
	K. Lindsay	Director of Community Services
	D. Neely	Coordinator of Works
	S. Knight	Coordinator of Facilities
	P. DaSilva	Coordinator of Engineering

**AGENDA:**

**1. CALL TO ORDER**

~ Finance & Administration Committee

**2. DECLARATION OF PECUNIARY INTEREST**

**3. DELEGATIONS/PRESENTATIONS**

3.1 - 3:00 p.m. – Heritage St. Clair Committee – Dave Pattenden – Funding Request and Derek Drouin & Stewart James Storyboards

3.2 - 3:15 p.m. – Hybrixcel Inc. – Sara Shahmohammadi – Geothermal Energy Development in Southwestern Ontario Proposal

**4. GENERAL ACCOUNTS:**

4.1. General Accounts Report – April 2019

**5. STATEMENT OF FINANCIAL POSITION:**

5.1 Statement of Financial Position report for the period ending March 31, 2019

**6. TREASURER'S REPORTS:**

- 6.1. March Accounts Payable Inquiry
- 6.2. Auditors' Engagement Letters for 2018 Year End – MNP LLP
- 6.3. Association of Municipalities Ontario – 2019 Provincial Budget Highlights
- 6.4. St. Clair River Trail 2018 Matching Grant
- 6.5. Provincial Funding – Utilization of Unconditional Grant
- 6.6. St. Clair Township Corporate Visa Bill – March 2019
- 6.7. RBC Commercial Credit Card Agreement
- 6.8. The Connection 2019.1 – Frank Cowan Company Newsletter

**7. CLERK'S REPORTS:**

- 7.1 Procedural By-Law Update
- 7.2 Property Standards Update Report
- 7.3 Renewal of Noise By-Law Enforcement Contract
- 7.4 Sarnia Human Society Pound Services 2019
- 7.5 Revision of Eligible Claimable Conference Expenses – Amending By-Law 12 of 2001

**8. DEPUTY CLERK'S REPORT:**

- 8.1 Shell Canada Ltd. – Request for Temporary Modular Building at 130 St. Clair Parkway

**9. SENIOR PLANNER'S REPORT:**

- 9.1 The Lajoie Corporation – Furniture Repair Shop: Site Plan Agreement – 173 Hill Street, Corunna

**10. DIRECTOR OF EMERGENCY SERVICES' REPORTS:**

- 10.1 Information Report
- 10.2 Amendment to Fire Department Attendance Policy
- 10.3 Fire Marque Funds Allocation
- 10.4 Ontario Fire Prevention Officer Request

**11. DEPUTY CHIEF'S REPORT:**

- 11.1 Fire Department Training and Health & Safety Activities

**12. DIRECTOR OF COMMUNITY SERVICES' REPORTS:**

- 12.1 Community Services Information Report – May 2019
- 12.2 Courtright Ball Diamond Maintenance Building
- 12.3 Donation of Golf Passes for Mooretown Flags Golf Tournament



- 12.4 Village of Port Lambton's 200<sup>th</sup> Birthday Plans
- 12.5 Wilkesport Field House Project
- 12.6 St. Clair Township Moore Sports Complex Reno/New Build Committee Meeting Minutes – April 11, 2019
- 12.7 St. Clair Parkway Golf Committee Meeting Minutes – April 23, 2019

**13. COORDINATOR OF FACILITIES AND PARKS' REPORT:**

- 13.1 Eric MacKenzie Field Sign – Courtright Ball Park

**14. MOORE MUSEUM – CURATOR'S REPORT:**

- 14.1 Moore Museum – Assistant Position Extended Hours

**15. NEW BUSINESS**

**16. ADJOURNMENT**

**17. BREAK**

**18. CALL TO ORDER**

~ Public Works & Operations Committee

**19. DECLARATION OF PECUNIARY INTEREST**

**20. DELEGATIONS/PRESENTATIONS**

- 20.1 4:00 p.m. – Marietta Zammit – Lane between Pulteney Street to Emily Street

**21. DIRECTOR OF PUBLIC WORKS' REPORT:**

- 21.1 Revised Strategic Asset Management Policy

**22. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:**

- 22.1 Monthly Report (Works) - May
- 22.2 Christmas Decorations – Corunna Streetlight Poles
- 22.3 Tender Results for 4X4 Extended Cab Pickup Truck
- 22.4 Traffic Speed Radar Signage – Shell Canada

**23. COORDINATOR OF ENGINEERING'S REPORTS:**

- 23.1 Monthly Report (Engineering) - May
- 23.2 Polymoore Drive Shoulder Widening - Recommendation
- 23.3 Pretty Road over Black Creek Bridge Rehabilitation – Project Options
- 23.4 2019 Urban Asphalt Resurfacing - Recommendation
- 23.5 2019 Miscellaneous Budget Requests

**24. DRAINAGE SUPERINTENDENT'S REPORT:**

24.1 Monthly Report (Drainage) - May

**25. NEW BUSINESS**

**26. IN CAMERA SESSION:**

27.1 Municipal Act - Section 239 (2) (c) To Discuss the pending sale of 159 Moore Line

27.2 Municipal Act - Section 239 (2) (i) To discuss a potential investment in a local service provider

**28. ADJOURNMENT**

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**1. CALL TO ORDER**

Chairperson Kingston called the meeting to Order at 3:00 p.m.

**2. DECLARATION OF PECUNIARY INTEREST**

None declared.

**3. DELEGATIONS/PRESENTATIONS**

**3.1 3:00 p.m. – Heritage St. Clair Committee – Dave Pattenden**

Dave Pattenden presented the latest version of the sign board devoted to the achievements of Derek Drouin which has been approved by his family and also, the final draft of the storyboards to recognize the achievements of Stewart James.

Moved by S. Arnold

Seconded by B. Myers

**Motion 1** Be it recommended to Council that the Derek Drouin and Stewart James storyboards be approved and Heritage St. Clair be authorized to proceed with their installation in CAP Park and Courtright Park respectively.

**CARRIED**

**3.2 3:15 p.m. – Hybrixcel Inc. – Sara Shahmohammadi**

Sara Shahmohammadi facilitated a detailed presentation explaining the process for geothermal energy production both large scale and remote sites. Chairperson Kingston thanked her for the presentation and advised Council will determine whether or not to make an investment to her research.

**4. GENERAL ACCOUNTS:**

4.1 Moved by P. Brown

Seconded by R. Atkins

**Motion 2** Be it recommended to Council that General Accounts for the month of April 2019, starting with supplier number ABE001 to YIE001 totaling \$2,668,571.41 be approved.

**CARRIED**

**5. STATEMENT OF FINANCIAL POSITION:**

5.1 Moved by S. Arnold

Seconded by P. Brown

**Motion 3** Be it recommended to Council that the Statement of Financial Position for the period ending March 31, 2019 be received as information.

**CARRIED**

**6. TREASURER'S REPORTS:**