



CORPORATION OF THE TOWNSHIP OF ST. CLAIR

COUNCIL MINUTES

SESSION #1

St. Clair Township Civic Centre
January 6, 2020
3:00 p.m.

A Regular Meeting of Council was held Monday, January 6, 2020 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

AGENDA:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. NEW BUSINESS

4. ADOPTION OF MINUTES

4.1 Regular Council Meeting - Session #17 - December 16, 2019

4.2 Moore Sports Complex Renewal Committee Meeting - December 11, 2019

5. DELEGATIONS/PRESENTATIONS

5.1 - 3:00 p.m. - Chuck Lauwereys - Wilkesport Facilities Cheque Presentation

5.2 - 3:15 p.m. - Geoff Dale - Moore Sports Complex Renewal Update

5.3 - 3:30 p.m. - Owen Anthony - Concerns with Brine Application

6. CORRESPONDENCE ITEMS

6.1 OGRA - Jacobs Client Dinner

6.2 Port Lambton Snowball Tournament - Municipal Endorsement Request

6.3 Shell Corunna Terminal - Left Turn Lane Project Financial Proposal

6.4 Shell Project Financing Request

6.5 Letter - Ontario Soil and Crop Improvement Association - 2020 Summer Meeting Sponsorship Request

- 6.6 Letter – St. George's Square – Recommended Improvements
- 6.7 Letter – Moore Agricultural Society – Thank you and Donation Request
- 6.8 Letter – Royal Canadian Legion, Wallaceburg Branch No.18 – Donation Request
- 6.9 Letter – Lambton Kent District School Board – Local Improvement Policy

7. INFORMATION/CONSENT AGENDA ITEMS

- 7.1 Letter – ARLANXEO – Notice of Application for Comprehensive Water (Sewage) Works Environmental Compliance Approval
- 7.2 Letter – Ministry of Municipal Affairs and Housing – Delivery of Ontario's Building Code Services
- 7.3 Letter – LAS Natural Gas Program – 2017-18 Period Reserve Fund Rebate
- 7.4 October 2019 – Building Permits Report
- 7.5 November 2019 – Building Permits Report
- 7.6 Letter – NOVA Chemicals – Construction Notice – Sanitary Line to Rokeby Facility
- 7.7 2019 Emergency Services Golf Tournament Fundraising
- 7.8 2020 Municipal Property Assessment Corporation (MPAC) Year-End Assessment Reports
- 7.9 Emergency Services – Information Report
- 7.10 Ontario Association of Fire Chiefs Labour Relations Seminar
- 7.11 Fire Department Prevention and Fire Safety Education Activities Report
- 7.12 Coordinator of Operations' (Works) Monthly Report
- 7.13 Drainage Superintendent's Monthly Report
- 7.14 Humane Society Contract 2020
- 7.15 Golf Committee Meetings Minutes – August 22, 2019 & December 11, 2019

8. REPORTS OF COMMITTEES AND STAFF

8.1 TREASURER:

- 1) General Accounts Report & Corporate Visa Bill (October 25 to November 24, 2019)
- 2) Memorandum of Understanding – Agreement for the Oversized Load Corridor Project

8.2 DEPUTY TREASURER:

- 1) Proposed 2020 Tax Due Dates
- 2) Information Technology (IT) Policies

8.3 DIRECTOR OF EMERGENCY SERVICES:

- 1) Proposed Fire Department Fees
- 2) Ladder 56 Truck as Surplus
- 3) Request for Approval – Use of Golf Reserve Funds
- 4) Proposed Fire Marque Cost Recovery By-Law

8.4 DIRECTOR OF PUBLIC WORKS:

- 1) Proposed Fixed Fee Sanitary Charge

8.5 COORDINATOR OF OPERATIONS (WORKS):

- 1) Municipal 511 Notification Program
- 2) Speed Limit Review Policy
- 3) Requested Speed Limit Change – Plank Road

8.6 COORDINATOR OF ENGINEERING:

- 1) Bridge 104 - White Line (Rip's Lane) over Jarvis Creek – Additional Information

8.7 DIRECTOR OF COMMUNITY SERVICES:

- 1) Dedecker Park – Port Lambton 200th Anniversary
- 2) Golf Course Club House Proposal
- 3) January Information Report

9. BY-LAWS

9.1 By-Law 1 of 2020 – To Authorize an Encroachment Agreement with Greenfield South Power Corporation

9.2 By-Law 2 of 2020 – To Authorize an Encroachment Agreement with NOVA Chemicals Corporation

9.3 By-Law 3 of 2020 – Fire Marque Agreement

10. IN CAMERA SESSION

10.1 Municipal Act – Section 239 (c) Proposed Sale of Township Industrial Property

10.2 Municipal Act – Section 239 (d) Considerations for a Current Contract Employee

11. COUNCILLORS' REPORTS

12. UPCOMING MEETINGS

12.1 Regular Council - Monday, February 3, 2020 at 3:00 p.m.

12.2 Regular Council – Tuesday, February 18, 2020 at 6:00 p.m.

13. ADJOURNMENT

1. CALL TO ORDER

At the appointed time of 3:00 p.m., Mayor Arnold declared the meeting to order.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. NEW BUSINESS

4. ADOPTION OF MINUTES

Moved by R. Atkins

Seconded by P. Brown

4.1 **Motion 1** Be it resolved that the Minutes from Regular Council - Session #17 held December 16, 2019 be received and accepted as printed.

CARRIED

Moved by S. Miller

Seconded by R. Atkins

4.2 **Motion 2** Be it resolved that the Minutes from the Moore Sports Complex Renewal Committee meeting held December 11, 2019 be received and accepted as corrected.

CARRIED

5. DELEGATIONS/PRESENTATIONS

5.1 **3:00 p.m. – Chuck Lauwereys – Wilkesport Facilities Cheque Presentation**

At the appointed time of 3:00 p.m., Mayor Arnold welcomed Chuck Lauwereys to make his presentation.

On behalf of the Wilkesport Hall Board, Mr. Lauwereys presented a cheque in the amount of \$75,000, representing half the cost of the new washroom and canteen facilities at the Wilkesport Park.

Mr. Lauwereys thanked Council for their support on the project. Mayor Arnold recognized the efforts of the Board to improve the facilities in Wilkesport and thanked them for their continued commitment.

5.2 3:15 p.m. – Geoff Dale – Moore Sports Complex Renewal Update

At the appointed time of 3:15 p.m., Mayor Arnold welcomed Geoff Dale, the chairman of the Moore Sports Complex Renewal Committee to make his presentation.

Where Community Connects is the proposed slogan for the fundraising efforts for the Moore Sports Complex Renewal and a modern and recognizable logo has been designed to incorporate all the uses of the complex.

The committee wants to use the slogan and logo to begin marketing upcoming fundraising events such as the Gala being held at the Wilkesport Community Hall on April 18, 2020, and the See Spot Run concert at the Moore Sports Complex on May 1, 2020.

Moved by R. Atkins

Seconded by B. Myers

Motion 3 Be it resolved that the Moore Sports Complex Renewal Fundraising Committee be authorized to use the colourful proposed logo and the slogan *Where Community Connects* throughout their fundraising campaign.

CARRIED

5.3 3:30 p.m. – Owen Anthony – Concerns with Brine Application:

At the appointed time of 3:30 p.m., Mayor Arnold welcomed Owen Anthony to make his presentation.

Mr. Anthony was concerned with the excessive brine being used on Township roads specifically, when the product is not required. He provided photos of excessive use showing it ponding in rumble strips, and suggesting a film is being left on local properties. Mr. Anthony acknowledged the need for the product but, suggested that the Township was applying it too heavily and in weather that does not require its use.

Mayor Arnold asked staff for a report on protocol for the application of brine and for a response related to the concerns raised by Mr. Anthony.

6. CORRESPONDENCE

Moved by R. Atkins

Seconded by S. Miller

Motion 4 Be it resolved that Council accept the following items of correspondence as per Council's direction:

- 6.1. Jacobs Client Dinner Invitation
- 6.2. Port Lambton Snowball Tourney – Request for Municipal Endorsement
- 6.3. Shell Corunna Terminal – Turning Lane Project – Payment Proposal
- 6.4. Shell Project Financing Request
- 6.5. Ontario Soil & Crop Improvement Association – 2020 Summer Meeting Sponsorship Request
- 6.6. St. George's Square – Recommended Improvements
- 6.7. Moore Agricultural Society – Thank you and Donation Request
- 6.8. Wallaceburg Legion, Branch 18 – Donation Request
- 6.9. LKDSB – Local Improvement Policy

CARRIED

Moved by T. Kingston

Seconded by B. Myers

Motion 5 Be it resolved that item 6.2 Snowball Tournament being held February 1, 2020 at McDonald Park and the Port Lambton Community Hall be considered a Community Festival and that the sale of refreshments be approved, subject to the Township's Alcohol Management Policy and the acquisition of a liquor sales permit where applicable.

CARRIED

Moved by J. De Gurse

Seconded by P. Brown

Motion 6 Be it resolved that item 6.3 Left Turn Lane Project Financial Proposal submitted by Shell Corunna Terminal be referred to staff for a report.

CARRIED

Moved by J. De Gurse

Seconded by P. Brown

Motion 7 Be it resolved that item 6.4 Shell Canada Project Financing Request be referred to staff for a report.

CARRIED

Moved by S. Miller

Seconded by B. Myers

Motion 8 Be it resolved the following correspondence items be referred to 2020 Budget Deliberations:

- 6.5 Ontario Soil and Crop Improvement Association Sponsor Request
- 6.6 St. George's Square Recommended Improvements
- 6.7 Moore Agricultural Society Donation Request
- 6.8 Wallaceburg Legion Branch No. 18 Donation Request

CARRIED

Moved by B. Myers

Seconded by T. Kingston

Motion 9 Be it resolved that item 6.9 Lambton Kent District School Board Local Improvement Policy memo be received as information.

CARRIED

7. INFORMATION AND CONSENT AGENDA ITEMS

Moved by P. Brown

Seconded by R. Atkins

Motion 10 Be it resolved that the following items of information be dealt with as per Council's instructions:

- 7.1 ARLANXEO – Comprehensive Water Works ECA Application
- 7.2 MMAH – Delivery of Ontario Building Code Services
- 7.3 LAS Natural Gas Program – Municipal Rebate
- 7.4 October 2019 – Building Permits Report
- 7.5 November 2019 – Building Permits Report
- 7.6 NOVA Corunna – Construction Notice
- 7.7 2019 Emergency Services Golf Tournament Fundraiser
- 7.8 2020 Municipal Property Assessment Corporation (MPAC) Year-End Assessment Reports
- 7.9 Fire - Information Report
- 7.10 Ontario Association of Fire Chiefs Labour Relations Seminar
- 7.11 Fire Department Prevention & Fire Safety Education Activities Report
- 7.12 Works – Monthly Report
- 7.13 Drainage - Monthly Report
- 7.14 Humane Society Contract 2020
- 7.15 Golf Committee Meetings Minutes – August 22, 2019 and December 11, 2019

CARRIED

Moved by P. Brown

Seconded by R. Atkins

Motion 11 Be it resolved that item 7.7 *Emergency Services Golf Tournament Fundraising* report submitted by Fire Chief Walt Anderson be received and that net profit in the amount of \$18,296.38 be transferred to the Emergency Reserve.

CARRIED

Moved by P. Brown

Seconded by R. Atkins

Motion 12 Be it resolved that item 7.10 Ontario Association of Fire Chiefs Labour Relations Seminar report submitted by Fire Chief Walt Anderson be received and that the Fire Chief Anderson be authorized to attend the Seminar in Toronto being held January 29 and 30, 2020.

CARRIED

Moved by P. Brown

Seconded by R. Atkins

Motion 13 Be it resolved that item 7.13 Monthly Report submitted by Drainage Superintendent - Lucas DePooter be received as information and the following recommendations be approved:

- Have the Thomas Drain cleaned out by a suitable and qualified contractor at the expense of the drain;
- Have the McLellan and Marwood Drains cleaned out by a suitable and qualified contractor at the expense of the drain;
- Have the Buckingham Drain North cleaned out by a suitable and qualified contractor at the expense of the drain;
- Have the roadside ditch at 4874 St. Clair Parkway improved and cleaned out by a suitable and qualified contractor, all at the expense of St. Clair Township.

CARRIED

Moved by P. Brown

Seconded by R. Atkins

Motion 14 Be it resolved that item 7.14 Humane Society Contract be approved for the 2020 year in the amount of \$2770.67 and that the Mayor and Clerk be authorized to execute the agreement.

CARRIED

8. REPORTS OF COMMITTEES AND STAFF

8.1 TREASURER:

Moved by P. Brown

Seconded by R. Atkins

Motion 15 Be it resolved that the *General Accounts and Corporate Visa Bill (October 25 to November 24, 2019)* report submitted by Treasurer – Charles Quenneville dated December 20, 2019 be received as information.

CARRIED

Moved by R. Atkins

Seconded by P. Brown

Motion 16 Be it resolved that the *Memorandum of Understanding – Oversized Load Corridor Project* report submitted by Treasurer – Charles Quenneville dated November 18, 2019 be received and that the Township not execute the Agreement until the original parameters are reinstated to include upgrades to Brigden Road.

CARRIED

8.2 DEPUTY TREASURER:

Moved by P. Brown

Seconded by S. Miller

Motion 17 Be it resolved that the *2020 Tax Due Dates* report submitted by Deputy Treasurer – George Lozon dated December 6, 2019 be received and that the final tax due dates be set as follows:

Interim Installment – February 27, 2020
Interim Installment – April 29, 2020

Public Works to be used in conjunction with the County of Lambton's subscription.

CARRIED

Moved by J. De Gurse

Seconded by T. Kingston

Motion 26 Be it resolved that the *Speed Limit Review Policy* report submitted by Coordinator of Operations (Works) – Dave Neely be received and that the proposed policy be approved and that the procedure be implemented for all future requests to change speed limits.

CARRIED

Moved by B. Myers

Seconded by J. De Gurse

Motion 27 Be it resolved that the *Requested speed Limit Change – Plank Road* report submitted by Coordinator of Operations (Works) – Dave Neely be received and that the request to lower the speed limit on Plank Road be denied and the speed limit remain 80 kph with new signs to be installed and additional police enforcement be requested.

CARRIED

8.6 **COORDINATOR OF ENGINEERING:**

Moved by T. Kingston

Seconded by B. Myers

Motion 28 Be it resolved that the *Bridge 104 – White Line (Rip's Lane) over Jarvis Creek – Additional Information* report dated December 30, 2019 submitted by Coordinator of Engineering – Paul daSilva be received as information.

CARRIED

Moved by T. Kingston

Seconded by S. Miller

Motion 29 Be it resolved that the following recommendations as they relate to Bridge 104 – White Line Bridge:

- That the tender submitted by Intrepid General in the amount of \$94,526.18 net HST for the Bridge 104 – White Line over Jarvis Creek project be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents;
- That the project be funded by Bridge Reserves.

CARRIED

8.7 **DIRECTOR OF COMMUNITY SERVICES:**

Moved by T. Kingston

Seconded by B. Myers

Motion 30 Be it resolved that the *Dedecker Fountain, Pergola and Port Lambton Village Signs* reports dated January 6, 2020 submitted by Director of Community Services – Kendall Lindsay be received as information.

CARRIED

Moved by S. Miller

Seconded by T. Kingston

Motion 31 Be it resolved that the Dedecker Fountain and Pergola be funded by the Environment and Education Fund.

CARRIED

Moved by T. Kingston

Seconded by J. De Gurse

Motion 32 Be it resolved that the *Golf Course Clubhouse New Build vs Renovation* report dated January 6, 2020 submitted by Director of Community Services – Kendall Lindsay be received and that the Director of Community Services be authorized to proceed with a Request for Proposal for renovations to the Gold Course clubhouse.

CARRIED

Moved by B. Myers

Seconded by T. Kingston

Motion 33 Be it resolved that the *Monthly Report* dated January 6, 2020 submitted by Director of Community Services – Kendall Lindsay be received as information.

CARRIED

9. BY-LAWS:

Moved by B. Myers

Seconded by T. Kingston

Motion 34 Be it resolved that the following By-laws receive all three readings and that the Mayor and Clerk be authorized to execute appurtenant agreements and be thereby passed:

- 9.1 - 1 of 2020 – Being a By-law to Authorize and Encroachment Agreement with Greenfield South Power Corporation
- 9.2 - 2 of 2020 – Being a By-law to Authorize an Encroachment Agreement with NOVA Chemicals Corporation
- 9.3 - 3 of 2020 – Being a By-law to Authorize an Agreement with Fire Marque

CARRIED

10. IN CAMERA SESSION

Moved by S. Miller

Seconded by P. Brown

Motion 35 Be it resolved that the meeting enter an in-camera session to consider items under the following sections:

- 10.1 Section 239(2)(c) – the proposed sale of Township land in the Industrial Park
- 10.2 Section 239(2)(d) – Considerations for a current Contract Employee
- 10.3 Section 239(2)(b) – Requested Tax Arrears Relief about an identifiable resident

CARRIED

Mayor Arnold declared the meeting back into open session and asked for any forthcoming motions. No motions were made.

11. COUNCILLOR'S REPORTS:

Deputy Mayor Miller

Deputy Mayor Miller wished everyone a Happy New Year.

Councillor Brown

Councillor Brown noted trees near the Guthrie Park pedestrian bridge are overgrown and need trimming.

He also noted a tree on the hill at the south-west corner of Hwy 40 and Petrolia Line needs to be trimmed to avoid screening the Township sign in the area.

Councillor Atkins

Councillor Atkins reported that the Sacred Heart Food Bank prepared baskets for 60 local families to Port Lambton.

Councillor Atkins noted that the Port Lambton 200th Anniversary Committee has a new logo to be used to promote this summer's celebration.

Councillor Myers

Councillor Myers thanked Mr. Anthony for bringing his concerns to the attention of Council.

Councillor Kingston

Councillor Kingston noted that she has received concerns about the new Weed Man sign on Lyndoch Street.

Councillor Kingston also asked people to nominate Mooretown for the Kraft Hockeyville contest which could lead to \$250,000 to be used towards the Moore Sports Complex Renewal.

Councillor De Gurse

Councillor De Gurse attended the New Year's Levee at the Corunna Legion and noted that Operation Christmas Tree prepared 105 hampers this season.

Mayor Arnold

Mayor Arnold represented the Township at many events since the last meeting including: the New Year's Levee at the Corunna Legion and the opening ceremonies for the Mooretown Silver Stick.

Mayor Arnold reported to Council he has asked staff to confirm an upcoming deputation for the St. Clair Region Conservation Authority to discuss the opening and closing protocol for the Darcy McKeough Dam.

Mayor Arnold concluded his report by reporting that there is a rabies outbreak across the border from the southern part of the Township and asked staff to notify the Ministry of Natural Resources.

12. UPCOMING MEETINGS

- 12.1 Regular Council - Monday, February 3, 2020 at 3:00 p.m.
- 12.2 Regular Council – Tuesday, February 18, 2020 at 6:00 p.m.

13. ADJOURNMENT

Seeing no other business to conduct, it was thereby moved:

Moved by B. Myers

Seconded by T. Kingston

Motion 36 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 5:15 p.m.


Clerk - Jeff Baranek


Mayor - Steve Arnold