



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

**COUNCIL MINUTES**

**SESSION #23**

Electronic Meeting  
December 7, 2020  
3:00 p.m.

A Regular Meeting of Council was held Monday, December 7, 2020 at 3:00 p.m. with the following people participating via video conference:

|             |              |
|-------------|--------------|
| 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. ADOPTION OF MINUTES**

3.1 Regular Council Meeting - Session #22 – November 16, 2020

3.2 2021 Capital Budget Deliberation Meeting – November 26, 2020

3.3 St. Clair Parkway Golf Course Committee Meeting – November 19, 2020

**4. DELEGATIONS/PRESENTATIONS**

**4.1 PUBLIC MEETING:**

- 3:15 p.m. – Zoning By-Law Amendment – 291 Albert Street (Performance Science Materials Company)

4.2 - 3:30 p.m. – Proposed Lease of Cathcart Park – Shawn Bogaert

**5. CORRESPONDENCE ITEMS**

5.1 Lambton Police Services Board – Request for Additional Funding – Annual Leasing Costs for St. Clair Detachment

5.2 Paddock Green Ltd. – Proposed Cooperative Work Arrangement with St. Clair Township

- 5.3 Sponsorship Request – Courageous K9 Yearbook
- 5.4 Municipal Property Assessment Corporation: 2021 Values and COVID-19
- 5.5 Letter – Concerned Resident
- 5.6 Traffic Light Issues at Moore Line and Highway 40
- 5.7 Recruitment Letter – Community Safety & Well-being Plan Advisory Committee
- 5.8 Request for Financial Assistance – Courtright Friendship Club

6. **INFORMATION ITEMS**

- 6.1 Hydro One Emergency Preparedness Fact Sheet
- 6.2 Building Permits Report – October 2020
- 6.3 Enbridge Pipelines – Media Release on Line 5 Court Filing
- 6.4 Bill 218 – Supporting Ontario’s Recovery Act 2020
- 6.5 Lambton County – Council Highlights – November 25, 2020
- 6.6 Municipal Finance Officers’ Association of Ontario – Federal Fall Economic Statement 2020
- 6.7 St. Clair Heritage Society – 2020 Summary Report

7. **REPORTS OF COMMITTEES AND STAFF**

- 7.1 CAO’s Report — Policy Statement with Respect to Health and Safety
- 7.2 Senior Planner’s Report – Proposed Zoning By-Law Amendment – Performance Science Materials Company – 291 Albert Street
- 7.3 Clerk’s Report – Consideration for Off Road Vehicles on Township Roads
- 7.4 Clerk’s Report – Property Standards Update – 374 Hill Street
- 7.5 Treasurer’s Report – General Accounts and Corporate Visa Statement
- 7.6 Treasurer’s Report – 2021 Capital Budget Update
- 7.7 Director of Emergency Services’ Report – Information
- 7.8 Director of Public Works’ Report – Sanitary Fixed Fee Charge Increase for 2021
- 7.9 Coordinator of Operations’ (Works) Report – Blue Box Program Transition
- 7.10 Coordinator of Operations’ (Works) Report – Brush and Yard Waste Collection
- 7.11 Coordinator of Operations’ (Works) Report – Holt Line – Parking Restriction on Gravel Shoulder
- 7.12 Coordinator of Operations’ (Works) Report – Farm911: The Emily Project
- 7.13 Coordinator of Operations’ (Water/Wastewater) Report – Don Hillier – Water Bill Credit Request

- 7.14 Coordinator of Operations' (Water) Report – Pieter DePooter – Water Bill Credit Request
- 7.15 Water/Wastewater Specialist's Report – Drinking Water Quality Management Standard Review
- 7.16 Coordinator of Engineering's Report – Monthly Report
- 7.17 Coordinator of Engineering's Report – Paddock Green Subdivision Phase 16B - Assumption
- 7.18 Coordinator of Engineering's Report – St. Clair Marina Estates Phase 3 – Maintenance Acceptance
- 7.19 Drainage Superintendent's Report – Monthly Report
- 7.20 Director of Community Services' Report -Information
- 7.21 Director of Community Services' Report – Application of the COVID-19 Resilience Infrastructure Stream

8. **BY-LAWS**

- 8.1 By-Law 69 of 2020 – Drainage Rating By-Law – Tile Loan
- 8.2 By-Law 70 of 2020 – Assumption of Phase 16B – Paddock Green Subdivision
- 8.3 By-Law 71 of 2020 – Zoning By-Law Amendment – Performance Science Materials Company - 291 Albert Street, Corunna
- 8.4 By-Law 72 of 2020 – Confirming By-Law
- 8.5 By-Law 73 of 2020 – To Prohibit the Use of Off Road Vehicles on Township Roads

9. **NEW BUSINESS**

- 9.1 Public Response to Consideration of Off Road Vehicle By-Law
- 9.2 Consideration for Extra Bags of Garbage
- 9.3 COVID-19 Response Framework Relative to Moore Sports Complex

10. **IN CAMERA SESSION**

- 10.1 Municipal Act – Section 239 (d) Contract Negotiations with Operators of Waste Water Treatment Plant
- 10.2 Municipal Act – Section 239 (h) Information provided to the Township by the Province of Ontario

11. **COUNCILLORS' REPORTS**

12. **UPCOMING MEETINGS**

- 12.1 Regular Council Meeting – Monday, December 21, 2020 at 3:00 p.m.
- 12.2 Regular Council Meeting - Monday, January 4, 2021 at 3:00 p.m.
- 12.3 Regular Council Meeting – Monday, January 18, 2021 at 3:00 p.m.

13. **ADJOURNMENT**

1. **CALL TO ORDER**

At the appointed time of 3:00 p.m., Mayor Arnold declared the meeting to order and asked Council to join him in a moment of silence for the victims of the Montreal Massacre at Ecole Polytechnique which took place on December 6, 1989 and the victims of the Pearl Harbor attack which took place on December 7, 1941.

2. **DECLARATION OF PECUNIARY INTEREST**

None declared.

3. **ADOPTION OF MINUTES**

Moved by J. De Gurse

Seconded by P. Brown

**Motion 1** Be it resolved that the Minutes from the Regular Council Meeting Session #22 held on November 16, 2020, be received and accepted as printed.

**CARRIED**

Moved by P. Brown

Seconded by B. Myers

**Motion 2** Be it resolved that the Minutes from the following committees be received as information:

- 2021 Capital Budget Deliberation Meeting - November 26, 2020
- St. Clair Parkway Golf Committee Meeting - November 19, 2020

**CARRIED**

4. **DELEGATIONS/PRESENTATIONS**

4.1 **PUBLIC MEETING: Zoning By-Law Amendment – 291 Albert Street (Performance Science Materials Company)**

At the appointed time of 3:15 p.m., Mayor Arnold declared open a public meeting to consider a proposed re-zoning for the property known as 291 Albert Street in Corunna and welcomed Herb Daichendt of the Performance Science Materials Co.

Township Senior Planner – Barry Uitvlugt summarized his report dated November 30, 2020 to consider re-zoning application R8-2020 which would re-zone the subject lands to permit a contractors' overflow parking lot to remain gravel, as opposed to the current zoning which mandates its surface be paved.

The subject parking lot was created in 2018 by a site plan amendment which provided two years to have the surface upgraded from gravel to a paved surface as required by the M3 zone.

The proponent advised that the parking area was not used daily and often not used even during turnarounds. Instead, the lot was for contractors' use when a construction type project was underway at the facility.

Mr. Uitvlugt advised that nothing would change if the application were approved and that the existing greenspace and berm would remain in place as a buffer from abutting residential uses.

Mayor Arnold reminded Council that Shell was seeking the same leniency to allow a contractors' overflow parking area off Lasalle to remain gravel and was given a two-year period to hard surface. Mr. Uitvlugt cited the ability to enshrine the existing buffer areas into this site-specific by-law as an advantage to this application.

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

Moved by S. Miller

Seconded by B. Myers

**Motion 3** Be it resolved that the contractors' parking lot subject to the request submitted by Performance Science Materials Co. be permitted to remain gravel until December 7, 2022 after which it shall be paved as per the zoning by-law; and that consideration be given to the passing the draft by-law 71 of 2020 which would preserve the existing naturalized buffer and berm.

**CARRIED**

**4.2 Proposed Lease of Cathcart Park – Shawn Bogaert**

At the appointed time of 3:30 p.m., Mayor Arnold welcomed Shawn Bogaert to present his proposal to lease land in Cathcart Park.

Mr. Bogaert summarized his proposal submitted along with Renzo Ferrera dated October 29, 2020 and the follow-up information dated December 1, 2020. The proposal would see 30 feet of land from the seawalls at Cathcart Park leased to the proponent by the Township for the installation of approximately 13 new boat slips. As part of this project, significant seawall repairs will need to be undertaken, and many loads of dirt will need to be brought in to ensure the project can ensure high water levels.

The lease was proposed for a term of 25 years and the financial terms have not yet been presented. The purpose of the presentation was to determine the interest of Council prior to getting to the next phase. Mr. Bogaert has proposed cost sharing to accomplish the necessary repairs and improvements. The costs have been estimated at \$185,000.

Councillor Brown confirmed that the proposal does not include the use of the pavilion and Mayor Arnold stated that public access to the water would not be impacted as the proposed areas do not offer suitable access at this time. Mayor Arnold advised that the matter of maintenance would need to be worked out but, added that Mr. Bogaert would maintain the channel as he does now for his abutting business.

Moved by S. Miller

Seconded by B. Myers

**Motion 4** Be it resolved that staff be directed to determine the potential cost to the Township, the impact to the balance of the park for use by the public and other potential implications.

**CARRIED**

**5. CORRESPONDENCE ITEMS**

Moved by J. R. Atkins

Seconded by B. Myers

**Motion 5** Be it resolved that Council accept the following items of correspondence as per Council's direction:

- 5.1 Lambton Police Services Board -Request for Additional Funding
- 5.2 Paddock Green Ltd. Cooperative Work Proposal
- 5.3 Courageous K9 Sponsorship Request
- 5.4 MPAC-2021 Values & COVID-19
- 5.5 Letter -Concerned Resident
- 5.6 Traffic Light Issues - Moore Line & Hwy 40
- 5.7 Community Safety & Well-being Committee
- 5.8 Sponsorship Request – Courtright Friendship Club

**CARRIED**

5.1 Moved by S. Miller

Seconded by B. Myers

**Motion 6** Be it resolved that the request submitted by the Lambton Group Police Services Board for increased funding from all included municipalities be referred to staff to determine the purpose and need for the requested increase of funding.

**CARRIED**







and the driveway of House No. 272, and that the County pass by-law and install signage to facilitate this parking restriction.

**CARRIED**

Moved by B. Myers

Seconded by T. Kingston

**Motion 25** Be it resolved that staff be directed to consult with the County of Lambton to determine if there is an area close to the gravel dock on Holt Line where truck traffic can use for staging/parking.

**CARRIED**

7.12 Moved by T. Kingston

Seconded by J. De Gurse

**Motion 26** Be it resolved that the *Farm911: The Emily Project* report submitted by Coordinator of Operations - David Neely be received as information and St. Clair Township becomes a member of the Farm911: The Emily Project, by providing the necessary website link information to Farm911 organization and encourage vacant farm properties to purchase 911 signage.

**CARRIED**

7.13 Moved by S. Miller

Seconded by T. Kingston

**Motion 27** Be it resolved that the Don Hillier Excessive Water Bill report as submitted by Chris Westbrook is received as information and that Council approves a credit on Don Hillier's water bill for \$772.48.

**CARRIED**

7.14 Moved by S. Miller

Seconded by T. Kingston

**Motion 28** Be it resolved that the Pieter De Pooter's Excessive Water Bill report as submitted by Chris Westbrook is received as information and that Council approves a credit on Pieter De Pooter's water bill for \$117.38.

**CARRIED**

Moved by S. Miller

Seconded by T. Kingston

**Motion 29** Be it resolved that staff be authorized to determine if water credits are warranted and apply them without a resolution of Council, subject to notification in a subsequent monthly report.

**CARRIED**

7.15 Moved by J. De Gurse

Seconded by T. Kingston

**Motion 30** Be it resolved that the DWQMS Management Review report as submitted by Water/Wastewater Specialist - Nova VanderSlagt be received as information.

**CARRIED**

7.16 Moved by R. Atkins

Seconded by P. Brown

**Motion 31** Be it resolved that the monthly report as submitted by Engineering Coordinator - Paul DaSilva be received as information.

**CARRIED**

7.17 Moved by T. Kingston

Seconded by S. Miller

**Motion 32** Be it resolved that the "Paddock Green Subdivision Phase 16B" report submitted by Coordinator of Engineering - Paul daSilva be received as information and that the following recommendations be approved:

1. That the assumption of the Paddock Green Subdivision Phase 16B in the former Township of Moore be approved by Council.
2. That the \$205,000 Letter of Credit currently being held as security be released.
3. That the Clerk prepare an assumption by-law for the public roadways and municipal services.

**CARRIED**





**9. NEW BUSINESS**

Moved by S. Miller

Seconded by T. Kingston

**Motion 38** Be it resolved that the COVID-19 response framework: keeping Ontario safe and open, and how it affects the Moore Sports Complex report as submitted by Director of Community Services - Kendall Lindsay be received as information and that staff be authorized to amend the protocols at the Moore Sports Complex to respond to evolving COVID-19 protocols accordingly.

**CARRIED**

Moved by T. Kingston

Seconded by S. Miller

**Motion 39** Be it resolved that the garbage bag limit concern as received by a resident on Astor Park be received and that the existing six bag limit remain in place.

**CARRIED**

Moved by B. Myers

Seconded by R. Atkins

**Motion 40** Be it resolved that all the emails and letters of correspondence related to the potential authorization for ORV's use of Township roads be received as information.

**CARRIED**

Moved by S. Miller

Seconded by R. Atkins

**Motion 41** Be it resolved that the watermain projects on Kimball and Mill Streets be approved for the 2021 Capital Budget to replace the watermain from Rokeby to Emily Street project that was deferred to 2022.

**CARRIED**

**10. IN CAMERA SESSION**

Moved by P. Brown

Seconded by T. Kingston

**Motion 42** Be it resolved that the meeting enter an in-camera session to consider the following:

**10.1** Municipal Act – Section 239 (d) Contract Negotiations with Operators of Waste Water Treatment Plant

**10.2** Municipal Act – Section 239 (h) Information provided to the Township by the Province of Ontario

**CARRIED**

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

**11. COUNCILLORS' REPORTS:**

**Councillor Atkins**

Councillor Atkins had nothing to report but, clarified that she did not post anything for-or-against the use of ORV's on Township roads to her FaceBook account.

**Councillor Brown**

Councillor Brown congratulated newly elected Warden Kevin Marriott and Deputy Warden Bev Hand to their new positions and noted an upcoming St. Clair Region Conservation Authority meeting to be held on December 10, 2020.

Councillor Brown confirmed with staff that a report dealing with traffic on Beckwith is forthcoming.

**Councillor De Gurse**

Councillor De Gurse had nothing to report.

**Councillor Kingston**

Councillor Kingston had nothing to report.

**Councillor Myers**

Councillor Myers congratulated Warden Marriott and Deputy Warden Hand on their new positions and reported that residents are very pleased with the re-opening of the Holt Line Bridge.

**Deputy Mayor Miller**

Deputy Mayor Miller participated in many meetings including the Warden's Election, the Police Services Board meeting, Port Lambton Hall Board meeting and the Capital Budget meeting.

Deputy Mayor Miller also asked the Parking Enforcement Officer to do some rounds in Port Lambton to enforce the prohibition on overnight parking.

**Mayor Arnold**

Mayor Arnold echoed other councillors in congratulating Warden Marriott and Deputy Warden Hand on being elected to their new positions noting the County is in good hands as all candidates who ran for the positions are very well qualified.

Mayor Arnold reported that he has received many calls and emails related to on-going issues.

**12. UPCOMING MEETINGS**

- 12.1 Regular Council Meeting - Monday, December 7, 2020 at 3:00 p.m.
- 12.2 Regular Council Meeting – Monday, December 21, 2020 at 3:00 p.m.
- 12.3 Capital Budget Meeting – Thursday, November 26, 2020 at 5:00 p.m.

**13. ADJOURNMENT**

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

Moved by B. Myers

Seconded by T. Kingston

**Motion 43** Be it resolved that the meeting do hereby adjourn.

**CARRIED**

The meeting was adjourned at 4:50 p.m.

  
\_\_\_\_\_  
Mayor – Steve Arnold

  
\_\_\_\_\_  
Clerk – Jeff Baranek

