



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

**COUNCIL MINUTES**

**SESSION #23**

Electronic Meeting  
December 20, 2021  
6:00 p.m.

A Regular Meeting of Council was held Monday, December 20, 2021, at 6:00 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
	B. Myers	Councillor
	T. Kingston	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 – December 6, 2021

**4. CORRESPONDENCE ITEMS**

4.1 Membership Renewal Notice: Great Lakes and St. Lawrence Cities Initiative

4.2 Ontario Clean Water Agency – Delegation Follow Up Information

4.3 Mooretown Minor Hockey Tournament - Request to Waive Hall Rental Fees

4.4 Zion United Church Cemetery Board – Application to Abandon Request

4.5 Proposed Development – 1728 Baby Road, Wilkesport

4.6 Lighting at Riverview School Complaint

**5. INFORMATION ITEMS**

5.1 Tourism Samia-Lambton Board of Directors Meeting Minutes – October 21, 2021

5.2 St. Clair River Trail Committee Meeting Minutes & Repair Summary – October 27, 2021

5.3 St. Clair Region Conservation Authority Meeting Highlights – November 4, 2021

5.4 Ministry of Environment, Conservation and Parks – Update Traffic Noise Prediction Guidelines

5.5 Tourism Sarnia-Lambton Executive Director's Report – December 9, 2021

6. **DRAINS**

6.1 DRAFT Drainage By-Law 29 of 2021 – Arnold Drain No.1 (Final Amending)

7. **REPORTS OF COMMITTEES AND STAFF**

7.1 Clerk's Report – Reconsideration for the Re-Opening of the Civic Centre

7.2 Clerk's Report – NOVA Chemicals Corp. – Site Plan Amendment Agreement – New Prefabricated Control Building – 785 Petrolia Line

7.3 Treasurer's Report – General Accounts Report and Corporate Visa Statement

7.4 Treasurer's Report – Snowballz Tournament Cancer Fundraiser Sponsorship

7.5 Treasurer's Report – 2022 Capital Budget Update

7.6 Senior Tax Clerk's Report – Sections 357 & 358 Write Offs for 2021 Taxation Year

7.7 Director of Public Works' Report – 2021 St. Clair Township Asset Management Plan

7.8 Coordinator of Operations' (Works) Report – 2022 Capital Purchases

7.9 Coordinator of Operations' (Works) Report – Amendment to Winter On-Street Parking Restrictions

7.10 Coordinator of Operations' (Water) Report – Purchase of Laptop Computers

7.11 Director of Community Services' Report – Brigden Splash Pad Refurbishment

7.12 Human Resources Coordinator's Report – COVID-19 Mandatory Vaccination Policy – Recommended Revisions

8. **BY-LAWS**

8.1 By-Law 57 of 2021 – To Add Prohibition of Sea Cans in Residential Zones to Property Standards By-Law

8.2 By-Law 58 of 2021 – Encroachment Agreement – Linde Canada Inc. – 467 Rokeby Line

8.3 By-Law 59 of 2021 – Site Plan Amendment Agreement – NOVA Chemicals Corp. – 785 Petrolia Line

9. **NEW BUSINESS/ COUNCILLORS' REPORTS**

10. **UPCOMING MEETINGS**

10.1 Regular Council Meeting – Monday, January 17, 2022, at 6:00 p.m.

10.2 Regular Council Meeting – Monday, February 2, 2022, at 3:00 p.m.

10.3 Regular Council Meeting – Monday, February 21, 2022, at 6:00 p.m.

**11. IN CAMERA SESSION**

11.1 Municipal Act – Section 239 (2) (h) Information provided to the Township by a Crown Agency

11.2 Municipal Act – Section 239 (2) (h) Information provided to the Township by the Province of Ontario

11.3 Municipal Act – Section 239 (2) (d) Update on Contract Negotiations with OPSEU Local 123

11.4 Municipal Act – Section 239 (2) (d) Update on Policies Related to COVID-19

**12. ADJOURNMENT**

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**1. CALL TO ORDER**

At the appointed time of 6:00 p.m., Mayor Arnold called the meeting to order and wished Council, staff, and those watching on other platforms a Merry Christmas and a Happy New Year.

**2. DECLARATION OF PECUNIARY INTEREST**

None declared.

**3. ADOPTION OF MINUTES**

- 3.1 Moved by J. De Gurse Seconded by P. Brown  
**Motion 1** Be it resolved that the Minutes from the Regular Council Meeting Session #21 held on December 6, 2021, be received and accepted as printed.

**CARRIED**

**4. CORRESPONDENCE ITEMS**

- Moved by P. Brown Seconded by B. Myers  
**Motion 2** Be it resolved that Council accept the following items of correspondence as per Council's direction:

- 4.1 Membership Renewal Notice: Great Lakes and St. Lawrence Cities Initiative
- 4.2 Ontario Clean Water Agency – Delegation Follow Up Information
- 4.3 Mooretown Minor Hockey Tournament – Request to Waive Hall Rental Fees
- 4.4 Zion United Church Cemetery Board – Application to Abandon Request
- 4.5 Proposed Development - 1728 Baby Road, Wilkesport
- 4.6 Lighting at Riverview School Complaint

**CARRIED**

- 4.1 Moved by S. Miller Seconded by B. Myers  
**Motion 3** Be it resolved that the Great Lakes and St. Lawrence Cities Membership be referred to the 2022 Operating Budget deliberations.

**CARRIED**

- 4.2 Moved by P. Brown Seconded by T. Kingston  
**Motion 4** Be it resolved that the information submitted by Ontario Clean Water Agency be received as information.

**CARRIED**

- 4.3 Moved by T. Kingston Seconded by S. Miller  
**Motion 5** Be it resolved that a donation in the amount of \$600 be made to the Mooretown Minor Hockey Association to offset the fees attributed to the rental of the kitchen during the Rise Up Cup tournament scheduled for December 28-30, 2021 at the Moore Sports Complex.

**CARRIED**

- 4.4 Moved by R. Atkins Seconded by T. Kingston  
**Motion 6** Be it resolved that staff be authorized to apply to abandon the Zion Cemetery as per the *Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33* as requested by their Board of Directors.

**CARRIED**

- 4.5 Moved by S. Miller Seconded by P. Brown  
**Motion 7** Be it resolved that the Proposed Development submitted by the owners of 1728 Baby Road, Wilkesport be referred to staff for a response.

**CARRIED**

- 4.6 Moved by S. Miller Seconded by B. Myers  
**Motion 8** Be it resolved that staff be directed to advise the Lambton Kent District School Board of their non-compliance with the site plan for light pollution associated to the installation of three new light standards at Riverview School in Port Lambton.

**CARRIED**

## **5. INFORMATION ITEMS**

- Moved by R. Atkins Seconded by J. De Gurse  
**Motion 9** Be it resolved that the following items of information be dealt with as per Council's direction:

- 5.1 Building Permit Report – October 2020
- 5.2 Lambton Farm Safety Meeting Minutes – August 23, 2021
- 5.3 Unifor Local 914 – Notice of Labour Disruption at Clean Harbours
- 5.4 Ministry of Agriculture Deadstock Management Initiative – Canadian Agricultural Partnership
- 5.5 Lambton County News Release – Council Highlights – November 24, 2021

**CARRIED**

## **6. DRAINS**

- Moved by J. De Gurse Seconded by B. Myers  
**Motion 10** Be it resolved that the following drainage by-law be given all three readings and be thereby passed, and that the Mayor and Clerk be authorized to execute the by-law:

- 6.1 Drainage By-Law 29 of 2021 – Being a By-Law to amend Drainage By-Law No. 34 of 2019 of the Township of St. Clair in the County of Lambton for reconstruction of the Arnold Drain No. 1.

**CARRIED**

**7. REPORTS OF COMMITTEES AND STAFF**

- 7.1 Moved by R. Atkins Seconded by B. Myers  
**Motion 11** Be it resolved that the *Reconsideration for Civic Centre Re-Opening* report as submitted by Clerk – Jeff Baranek be received and that Motions 28 and 29 passed during the regular meeting held on November 1, 2021, be RECONSIDERED.

**CARRIED**

- Moved by B. Myers Seconded by P. Brown  
**Motion 12** Be it resolved the Civic Centre remain closed through March 2022 with staff being available by appointment; and that Council and Committee meetings regularly facilitated at the Civic Centre remain electronic through March 2022.

**CARRIED**

- 7.2 Moved by J. De Gurse Seconded by T. Kingston  
**Motion 13** Be it resolved that the *NOVA Chemicals – Site Plan Amendment Agreement – 785 Petrolia Line* report as submitted by Deputy Clerk/Coordinator of Planning - Carlie McClemens dated December 15, 2021, be received for information purposes and that By-Law No. 59 of 2021, being a By-Law to authorize execution of an Agreement with Nova Chemicals to establish a Site Plan Amendment Agreement for property municipally known as 785 Petrolia Line be considered for approval.

**CARRIED**

- 7.3 Moved by P. Brown Seconded by R. Atkins  
**Motion 14** Be it resolved that the *General Accounts and Corporate Visa Statement* report as submitted by Treasurer – George Lozon be received as information and the following vendor invoices be approved for the period of October 26 to November 27, 2021, totaling \$3,466,668.29 along with the CIBC Visa charges for the period of September 25 to October 24, 2021, totaling \$13,346.58.

**CARRIED**

- 7.4 Moved by J. De Gurse Seconded by T. Kingston  
**Motion 15** Be it resolved that the *Snowballz Tournament/Canadian Cancer Society* grant information as submitted by Treasurer - George Lozon be received and that a grant be approved in the amount of \$540.

**CARRIED**

- 7.5 Moved by P. Brown Seconded by S. Miller  
**Motion 16** Be it resolved that the *2022 Capital Budget Update* report as submitted by Treasurer – George Lozon dated December 14, 2021, with a general fund taxation levy of \$2,275,484, water of \$1,487,000, sanitary of \$835,000 be preliminarily approved subject to any additions from changes in the OCIF funding and subject to approving of the operating budget in 2022.

**CARRIED**

- 7.6 Moved by R. Atkins Seconded by T. Kingston  
**Motion 17** Be it resolved that the *Sections 357 & 358 Tax Write Offs* report as submitted by Senior Tax Clerk – Cindy Matias be received and that the following taxes for the 2018, 2019, 2020 and 2021 taxation years (as attached) be reduced or cancelled, pursuant to Section 358 and Section 357 of The Municipal Act, 2001,c.33.

**CARRIED**

- 7.7 Moved by B. Myers Seconded by P. Brown  
**Motion 18** Be it resolved that the *2021 St. Clair Township Asset Management Plan* report as submitted by the Director of Public Works - Brian Black be received as information and that the Asset Management Plan be approved subject to available funds available on a year-by-year basis.

**CARRIED**



7.8 Moved by S. Miller Seconded by P. Brown  
**Motion 19** Be it resolved that the *2022 Capital Purchases* report as submitted by Coordinator of Operations – David Neely be received as information and staff be authorized to immediately begin the procurement process for the purchase of equipment for Public Works included in the 2022 Capital budget prior to budget finalization in February 2022.

**CARRIED**

7.9 Moved by T. Kingston Seconded by S. Miller  
**Motion 20** Be it resolved that the *Amendment to On-Street Parking Restrictions* report as submitted by Coordinator of Operations – David Neely be received as information and that By-Law 33 of 2017 be amended to prohibit on-street parking between the hours of 1am to 7am.

**CARRIED**

7.10 Moved by T. Kingston Seconded by R. Atkins  
**Motion 21** Be it resolved that the *Laptop Computers* report as submitted by the Coordinator of Operations (Water) - Chris Westbrook be received as information and that the purchase of 10 laptop computers through Camden Technologies be approved.

**CARRIED**

7.11 Moved by J. De Gurse Seconded by R. Atkins  
**Motion 22** Be it resolved that the *Brigden Splash Pad Refurbishment* report be submitted by Director of Community Services - Kendall Lindsay be received as information and that the procurement policy be waived and ABC recreation be authorized to refurbish the Brigden Splash Pad at a cost of \$76,223.36.

**CARRIED**

7.12 Moved by S. Miller Seconded by P. Brown  
**Motion 23** Be it resolved that the *COVID-19 Mandatory Vaccination Policy – Recommended Changes* report as submitted by HR Coordinator - Kelly Gibson be received as information and that the changes be approved as proposed.

**CARRIED**

8. **BY-LAWS**

Moved by B. Myers Seconded by T. Kingston  
**Motion 24** 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:

8.1 By-Law 57 of 2021 – To Add Prohibition of Sea Cans in residential Zones to Property Standards By-Law

8.2 By-Law 58 of 2021 – Encroachment Agreement – Linde Canada – 467 Rokeby Line

8.3 By-Law 59 of 2021 – Site Plan Amendment Agreement – NOVA Chemicals Corp. – 785 Petrolia Line

**CARRIED**

9. **NEW BUSINESS/COUNCILLORS' REPORTS:**

**Councillor Atkins**

Councillor Atkins participated in many meetings including Tourism Sarnia Lambton and the Golf Committee.

Moved by R. Atkins

Seconded by P. Brown

**Motion 25** Be it resolved that staff be directed to prepare for consideration of a Strategic Plan in the next term of Council.

**CARRIED**

### **Councillor Brown**

Councillor Brown participated in many meetings including the Special Council meeting related to Asset Management, the St. Clair Region Conservation Authority Meeting and the Golf Committee meeting.

### **Councillor De Gurse**

Councillor De Gurse reported that Lambton Elderly Outreach was sponsoring an upcoming Sting Game where three generations of De Gurse's would be acknowledged.

### **Councillor Kingston**

Councillor Kingston noted she is scheduled to meet with the Chairperson for the freshly renewed Corunna Community Policing Committee in January to develop the committee's Terms of Reference.

### **Councillor Myers**

Councillor Myers participated in many meetings including the Special Council meeting related to the Asset Management Plan.

He asked for an update on compliance with the Township Vaccination Policy by volunteer firefighters.

### **Deputy Mayor Miller**

Deputy Mayor Miller participated in many meetings including the Port Lambton Parks Board, the St. Clair Region Conservation Authority and the Lambton Group Police Services Board and noted that the General Manager and the Board Secretary have submitted their resignations.

### **Mayor Arnold**

Mayor Arnold participated in many events representing the Township since the last meeting including the Emergency Operations Committee and with both the MP and MPP bringing Holiday Greetings on behalf of the Township.

Mayor Arnold noted that repairs are required to Wilkesport Line in a specific location and that N95 masks should be made available at the Township Civic Centre for both staff and visitors.

Mayor Arnold closed his report by thanking staff for their efforts through a difficult 2021 and wished everyone a Merry Christmas.

## **10. UPCOMING MEETINGS**

- 10.1 Regular Council Meeting – Monday, January 17, 2022, at 6:00 p.m.
- 10.2 Regular Council Meeting – Monday, February 7, 2022, at 3:00 p.m.
- 10.3 Regular Council Meeting – Monday, February 21, 2022, at 6:00 p.m.

## **11. IN CAMERA SESSION**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion 26** Be it resolved that the meeting enter an in-camera session to consider the following:

- 11.1 Municipal Act – Section 239 (2) (h) Information provided to the Township by a Crown Agency
- 11.2 Municipal Act – Section 239 (2) (h) Information provided to the Township by the Province of Ontario
- 11.3 Municipal Act – Section 239 (2) (d) Update on Contract Negotiations with OPSEU Local 123
- 11.4 Municipal Act - Section 239 (2) (d) Update on Policies Related to COVID-19

**CARRIED**

Clerk - Jeff Baranek noted that there was nothing to rise and report from the in-camera session.

**12. ADJOURNMENT**

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

Moved by T. Kingston

Seconded by B. Myers

**Motion 27** Be it resolved that the meeting do hereby adjourn.

**CARRIED**

The meeting was adjourned at 7:40 p.m.

  
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Mayor – Steve Arnold

  
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Clerk – Jeff Baranek

