



Township of St. Clair

Minutes

Regular Council Meeting

Monday, January 13, 2025 @ 3:00 PM

Council Chambers

1 CALL TO ORDER

2 LAND ACKNOWLEDGEMENTS

3 DECLARATION OF PECUNIARY INTEREST

4 ADOPTION OF MINUTES

- 4.1 Regular Council Meeting - December 16, 2024 - Minutes
[DRAFT - Regular Council - December 16 2024 - Minutes](#)

5 CORRESPONDENCE ITEMS

- 5.1 Partnership Request - Shaun Antle
[Partnership Request for 2025 - Shaun Antle](#)

6 INFORMATION ITEMS

- 6.1 Building Permit Comparisons - October & November 2024
[Building Permit Comparison - October 2024](#)
[Building Permit Comparison - November 2024](#)
- 6.2 Motion to Oppose Provincial Legislation on Cycling Lanes - Town of Aylmer
[Motion to Oppose Provincial Legislation on Cycling Lanes-Town of Aylmer](#)

7 REPORTS OF COMMITTEES AND STAFF

- 7.1 [Clerk Report](#) - Declaration of Surplus Alley – South of St. James Street, between Elizabeth and Sophia Streets
[Clerk Report - Closure of Alley - Mooretown](#)
- 7.2 [Clerk Report](#) - Heritage St. Clair - Terms of Reference
[Heritage St Clair - Terms of Reference](#)
- 7.3 [Treasurer Report](#) - Financial Statements for the Period January to November 2024
[Financial Statements](#)
- 7.4 [Treasurer Report](#) - Vendor Invoices and RBC VISA Charges
[Vendor Invoices and RBC VISA Charges](#)

- 7.5 [Director of Emergency Services/Fire Chief Report - Live Fire Training Restrictions](#)
[Live Fire Restrictions](#)
- 7.6 [Director of Emergency Services/Fire Chief Report - Firefighter Training Needs and Compliance Challenges](#)
[Training Status Report](#)
- 7.7 [Director of Emergency Services/Fire Chief Report - Monthly Fire Report](#)
[Monthly Fire Report](#)
- 7.8 [Director of Public Works Report - Canada Housing Infrastructure Fund - Two Streams](#)
[Director Public Works - Canada Housing Infrastructure Fund - Two Streams](#)
- 7.9 [Director of Public Works Report - Water Fixed Fee - 2025 Increase](#)
[Director Public Works - Water Fixed Fee - 2025 Increase](#)
- 7.10 [Coordinator of Operations Works Report - Results of RFQ – Flail Mower](#)
[Coord of Operations Works- Results of RFQ - Front Flail Mower](#)
- 7.11 [Coordinator of Operations Water/Wastewater Report - Inflow and Infiltration Program Update](#)
[Inflow and Infiltration Program Update](#)
- 7.12 [Director of Community Services Report - Golf Course GPS](#)
[Golf Course GPS](#)

8 BY-LAWS

- 8.1 By-Law 1 of 2025 - Borrowing By-law
[DRAFT B-L 1 of 2025 - Borrowing By-law](#)
- 8.2 By-Law 2 of 2025 - Interim Tax By-law
[DRAFT B-L 2 of 2025 - Interim Tax By-law](#)
- 8.3 By-Law 3 of 2025 - Tile Loan - Paul Dobbelaar
[DRAFT B-L 3 of 2025 - Tile Loan Paul Dobbelaar](#)

9 COUNCILLORS' REPORTS

10 UPCOMING MEETINGS

- 10.1 Regular Meeting - Session 2 - February 3, 2025 at 3:00 pm
- 10.2 Regular Meeting - Session 3 - February 18, 2025 at 6:00 pm
- 10.3 Regular Meeting - Session 4 - March 3, 2025 at 3:00 pm

11 IN CAMERA SESSION

- 11.1 Section 239(2)(k) to discuss negotiations with a local agency
- 11.2 Section 239(2)(b) to discuss a personnel issue

12 ADJOURNMENT



MINUTES

Regular Council Meeting

3:00 PM - Monday, January 13, 2025
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, January 13, 2025, at 3:00 PM, in the Council Chambers, with the following members present:

PRESENT: Councillor Bill Myers, Councillor Brad Langstaff, Councillor Cathy Langis, Councillor Holly Foster, Mayor Jeff Agar, Councillor Pat Brown, Deputy Mayor Steve Miller, CAO John Rodey, and Clerk Jeff Baranek

EXCUSED:

1 CALL TO ORDER

This meeting is being streamed live through the St. Clair Township Website. By attending a public meeting of Council you are consenting to your image, voice and comments being recorded and published to the Township website.

Anyone who is invited to speak will be recorded and their voice, image and comments will form part of the live stream and public record.

2 LAND ACKNOWLEDGEMENTS

We acknowledge that this land on which we are gathered today is part of the ancestral land of the Chippewa, Odawa, and Potawatomi peoples, referred to collectively as the Anishinaabeg. It is through the connection of the Anishinaabeg with the spirit of the land, water and air that we recognize their unique cultures, traditions, and values. Together as treaty people, we have a shared responsibility to act with respect for the environment that sustains all life, protecting the future for those generations to come.

3 DECLARATION OF PECUNIARY INTEREST

3.1 None to declare.

4 ADOPTION OF MINUTES

4.1 Regular Council Meeting - December 16, 2024 - Minutes

Motion 1

Pat Brown made a motion - Be it resolved that the minutes of the Regular Council Meeting held on December 16, 2024 be received and approved. Bill Myers seconded the motion. CARRIED.

5 CORRESPONDENCE ITEMS

5.1 Partnership Request - Shaun Antle

Motion 2

Steve Miller made a motion - Be it resolved that the partnership request for Shaun Antle be received and filed. Holly Foster seconded the motion. CARRIED.

6 INFORMATION ITEMS

6.1 Building Permit Comparisons - October & November 2024

6.2 Motion to Oppose Provincial Legislation on Cycling Lanes - Town of Aylmer

Motion 3

Cathy Langis made a motion - Be it resolved that the following item be received as information:

6.1 - Building Permit Comparisons - October & November 2024

6.2 - Town of Aylmer - Motion to Oppose Provincial Legislation on Cycling Lanes Holly Foster seconded the motion. CARRIED.

Motion 4

Holly Foster made a motion - Be it resolved that the Township of St. Clair send a letter of support endorsing the Motion passed by the Town of Aylmer opposing the Provincial Legislation on Cycling Lanes preserving the established authority of municipalities to make informed decisions about local transportation. Bill Myers seconded the motion. CARRIED.

7 REPORTS OF COMMITTEES AND STAFF

- 7.1 Clerk Report - Declaration of Surplus Alley – South of St. James Street, between Elizabeth and Sophia Streets

Motion 5

Cathy Langis made a motion - Be it resolved that the Declaration of Surplus Alley – South of St. James Street, between Elizabeth and Sophia Streets report as submitted by Clerk, Jeff Baranek be received as information and that the following recommendations be approved:

1. That the Township owned alley in Mooretown south of St. James Street between Elizabeth and Sophia Streets be declared surplus.
2. That staff be advised to obtain 3 quotes for the survey required to convey portions of the alley to abutting landowners, and that the lowest quotation be selected.
3. That staff be directed to receive payment from each abutting owner equivalent to their share of the cost for the survey, and portion of legal conveyance prior to undertaking the survey.
4. That once all monies are collected and the survey is completed, that every parcel created within the subject alley be conveyed to abutting owners. Steve Miller seconded the motion. CARRIED.

- 7.2 Clerk Report - Heritage St. Clair - Terms of Reference

Motion 6

Steve Miller made a motion - Be it resolved that the Heritage St. Clair – Terms of Reference report as submitted by Clerk, Jeff Baranek be received as information and that draft Terms of Reference as amended by staff be approved. Holly Foster seconded the motion. CARRIED.

- 7.3 Treasurer Report - Financial Statements for the Period January to November 2024

Motion 7

Pat Brown made a motion - Be it resolved that the Financial Statements report as submitted by Treasurer, George Lozon be received as information. Cathy Langis seconded the motion. CARRIED.

- 7.4 Treasurer Report - Vendor Invoices and RBC VISA Charges

Motion 8

Cathy Langis made a motion - Be it resolved that the following Vendor Invoices report as submitted by Treasurer, George Lozon be received and the included invoices be approved for the period of November 24, 2024, to January 4, 2025, totaling \$8,961,519.93; and RBC Visa charges for the period November 16,

2024, to December 16, 2024, totaling \$81,796.19. Holly Foster seconded the motion. CARRIED.

7.5 Director of Emergency Services/Fire Chief Report - Live Fire Training Restrictions

Motion 9

Brad Langstaff made a motion - Be it resolved that the Live Fire Training Restrictions report as submitted by Richard Boyes, Director of Emergency Services/Fire Chief be received as information and that the Fire Chief be authorized to implement the recommendations in this report. Pat Brown seconded the motion. CARRIED.

7.6 Director of Emergency Services/Fire Chief Report - Firefighter Training Needs and Compliance Challenges

Motion 10

Steve Miller made a motion - Be it resolved that the Firefighter Training Needs and Compliance Challenges Report as submitted by Director of Emergency Services/Fire Chief, Richard Boyes be received as information and that staff be directed to explore and implement strategies to address the identified training challenges, including options to enhance training delivery capacity, resource allocation, and operational sustainability, to ensure compliance with Ontario Regulation 343/22 while maintaining service excellence. Holly Foster seconded the motion. CARRIED.

7.7 Director of Emergency Services/Fire Chief Report - Monthly Fire Report

Motion 11

Steve Miller made a motion - Be it resolved that the Emergency Services Monthly report as submitted by Director of Emergency Services/Fire Chief, Richard Boyes be received as information. Pat Brown seconded the motion. CARRIED.

7.8 Director of Public Works Report - Canada Housing Infrastructure Fund - Two Streams

Motion 12

Pat Brown made a motion - Be it resolved that the Canada Housing Infrastructure Fund – Two Streams report as submitted by Director of Public Works, Brian Black, be received as information and that the Township Procurement Policy be waived and the proposal submitted by Colliers for completion of the applications for funding from the Canada Housing Infrastructure Fund on behalf of St. Clair Township at a cost of \$39,750 plus HST be approved. Holly Foster seconded the motion. CARRIED.

7.9 Director of Public Works Report - Water Fixed Fee - 2025 Increase

Motion 13

Steve Miller made a motion - Be it resolved that the Water Fixed Fee – 2025 Increase report as submitted by Director of Public Works, Brian Black, be received as information. Bill Myers seconded the motion. CARRIED.

7.10 Coordinator of Operations Works Report - Results of RFQ – Flail Mower

Motion 14

Pat Brown made a motion - Be it resolved that the Results of RFQ- Flail Mower report as submitted by Coordinator of Operations, David Neely be received as information and that the that the lowest quotation submitted by Jansen Sales in the amount of \$34,811.55 (including net HST) for the supply of a Votex Jumbo 190 Frontline Side Flail Mower, be accepted and approved. Holly Foster seconded the motion. CARRIED.

7.11 Coordinator of Operations Water/Wastewater Report - Inflow and Infiltration Program Update

Motion 15

Steve Miller made a motion - Be it resolved that the Inflow and Infiltration Program Update report as submitted by Chris Westbrook be received as information. Pat Brown seconded the motion. CARRIED.

7.12 Director of Community Services Report - Golf Course GPS

Motion 16

Cathy Langis made a motion - Be it resolved that the Golf Course GPS report as submitted by Director of Community Services, Kendall Lindsay be received as information, and that Tag Marshalls price of \$50,155 before HST be approved. Bill Myers seconded the motion. CARRIED.

8 BY-LAWS

8.1 By-Law 1 of 2025 - Borrowing By-law

8.2 By-Law 2 of 2025 - Interim Tax By-law

8.3 By-Law 3 of 2025 - Tile Loan - Paul Dobbelaar

Motion 17

Cathy Langis made a motion - Be it resolved that the following by-laws receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute the by-laws and any agreements thereto:

8.1 By-Law 1 of 2025 - Borrowing By-Law

8.2 By-Law 2 of 2025 - Interim Tax By-Law

8.3 By-Law 3 of 2025 - Tile Loan - Paul Dobbelaar

Holly Foster seconded the motion. CARRIED.

9 COUNCILLORS' REPORTS

COUNCILLOR BROWN

Councillor Brown attended two recent appeal hearings at the SCRCA; the flood action meeting also from the SCRCA, and noted the Annual General Meeting for the SCRCA which is scheduled for February 27, 2025 in Watford.

COUNCILLOR FOSTER

Councillor Foster attended the Opening Ceremonies for the local Juvenile SilverStick Tournament and thanked Brian Pattison and all the volunteers who donate their time and effort to put on such a wonderful event.

COUNCILLOR LANGIS

Councillor Langis attended the recent Emergency Services meeting; the opening ceremonies for the SilverStick Tournament; and noted she has connected (or attempted to) with all of the new committees she sits on.

COUNCILLOR LANGSTAFF

Councillor Langstaff attended the recent Lambton Farm Safety meeting and encouraged Council to reconsider the rates for having a water service whether it is used or not, noting they should focus more on rates for usage.

COUNCILLOR MYERS

Councillor Myers had nothing to report but reminded Council of the upcoming Annual General Meeting for the Moore Agricultural Society which is open to the public.

DEPUTY MAYOR MILLER

Deputy Mayor Miller attended all the SCRCA meetings noted in Councillor Brown's report, and the Emergency Services meeting.

MAYOR AGAR

Mayor Agar attended the Emergency Services meeting; and dropped the puck at the Opening Ceremonies for the Juvenile SilverStick tournament.

10 UPCOMING MEETINGS

- 10.1 Regular Meeting - Session 2 - February 3, 2025 at 3:00 pm
- 10.2 Regular Meeting - Session 3 - February 18, 2025 at 6:00 pm
- 10.3 Regular Meeting - Session 4 - March 3, 2025 at 3:00 pm

11 IN CAMERA SESSION

- 11.1 Section 239(2)(k) to discuss negotiations with a local agency
- 11.2 Section 239(2)(b) to discuss a personnel issue

Motion 18

Holly Foster made a motion - Be it resolved that the meeting enter into an in-camera meeting to discuss the following:

- 11.1 Section 239(2)(k) to discuss negotiations with a local agency
- 11.2 Section 239(2)(b) to discuss a personnel issue Cathy Langis seconded the motion. CARRIED.

Rise and Report

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

12 ADJOURNMENT

- 12.1 The meeting was adjourned at 4:30 pm.

Motion 19

Steve Miller made a motion Be it resolved that the meeting do hereby adjourn. Cathy Langis seconded the motion. CARRIED.

Mayor - Jeff Agar

Clerk - Jeff Baranek

