



Township of St. Clair

Minutes

Regular Council Meeting

Monday, August 12, 2024 @ 3:00 PM

Council Chambers

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENTS

3. DECLARATION OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

- 4.1. Council Meeting Minutes - July 15, 2024
[DRAFT - Regular Council - July 15 2024 - Minutes](#)
- 4.2. Minutes of Township Committees
[Sombra Museum Board Minutes- July 23, 2024](#)
[Moore Museum Minutes and Reports - July, 2024](#)
[St. Clair River Trail Meeting Minutes May-June, 2024](#)
[Minutes - Golf Course Committee Meeting - July 25 2024 \(002\)](#)

5. CORRESPONDENCE ITEMS

- 5.1. Jim Fleckie - Tree Clean Up / Surface Water Issues
[Jim Fleckie - Surface Water Issue](#)
- 5.2. Rail Safety Week - Proclamation Request
[Rail Safety Week 2024 Proclamation request](#)
- 5.3. Sea Can Request - 1214 St Clair Parkway
[Sea Can Request - 1214 St Clair Parkway](#)
- 5.4. Picnic Table Request - Brigden Fair
[Request from Brigden Fair](#)
- 5.5. Corunna Street Festival Request - September 21, 2024
[Corunna Street Festival Request](#)
- 5.6. Request for Extension - 2360 Courtright Line
[Order to Remedy Violation](#)

6. INFORMATION ITEMS

- 6.1. Building Permit Comparison - June 2024
[Building Permit Comparison - June 2024](#)
- 6.2. Plympton-Wyoming - Underserved Cellular Communication
[Plympton-Wyoming - Underserved Cellular Communication](#)
- 6.3. Sombra Sports and Recreation - Field Board Election Results 2024

[Sombra Sports and Recreation Field Board Election Results 2024](#)

- 6.4. Letter of Concern - Removal of a Tree in Corunna
[Letter of Concern - Tree Removal](#)

7. REPORTS OF COMMITTEES AND STAFF

- 7.1. [CAO Report - Request for Vehicle Access to McDonald Park MacDonalD Park Vehicle Access](#)
- 7.2. [Treasurer Report - Vendor Invoices & CIBC VISA Charges Vendor Invoices and CIBC VISA Charges](#)
- 7.3. [Treasurer Report - Financial Statements for the Period January to June 2024 Financial Statements](#)
- 7.4. [Senior Tax Clerk Report - 2022, 2023, 2024 Taxation Write Offs 2022 2023 and 2024 Taxation Write Offs](#)
- 7.5. [Emergency Services / Fire Chief Report - Fire Council Report Fire Council Report](#)
- 7.6. [Director of Public Works Report - 2024 Asset Management Update 2024 Asset Management Update with attachments](#)
- 7.7. [Coordinator of Engineering Report - Pedestrian Crossing on Lyndoch Street at Cameron Street Pedestrian Crossing Lyndoch Street](#)
- 7.8. [Coordinator of Engineering Report - Supply of Engineering Services Bridge 56 Replacement Bridge 56 Design](#)
- 7.9. [Coordinator of Operations \(Works\) Report - Drainage Agreement with Aamjiwnaang First Nations Drainage Agreement -Aamjiwnaang](#)
- 7.10. [Coordinator of Operations \(Works\) Report - Radar Speed Signs Radar Speed Signs](#)
- 7.11. [Coordinator of Operations \(Works\) Report - Salt Shed Replacement - Wilkesport Coord of Operations Works-Salt Shed Replacement-Wilkesport](#)
- 7.12. [Drainage Superintendent Report - Monthly Report Drainage Superintendent - Monthly Report](#)
- 7.13. [Director of Community Services Report - Civic Centre Upgrades Report Director of Community Services - Civic Centre Exterior Renovations](#)
- 7.14. [Director of Community Services Report - Information Report Director of Community Services - Aug 12th - Information](#)

8. DRAINAGE BY-LAWS

- 8.1. By-Law 20 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 20 of 2024 Various Drain 2023 Spraying with Grant](#)
- 8.2. By-Law 21 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 21 of 2024 Various Drain 2023 Spraying with Grant](#)
- 8.3. By-Law 22 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 22 of 2024 Various Drain 2023 Spraying with Grant](#)

- 8.4. By-Law 23 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 23 of 2024 Various Drain 2023 Spraying with Grant](#)
- 8.5. By-Law 24 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 24 of 2024 Various Drain 2023 Spraying with Grant](#)
- 8.6. By-Law 25 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 25 of 2024 Various Drain 2023 Spraying with Grant](#)
- 8.7. By-Law 26 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 26 of 2024 Various Drain 2023 Spraying with Grant](#)
- 8.8. By-Law 27 of 2024 Various Drain 2023 Spraying with Grant
[DRAFT - By-Law 27 of 2024 Various Drain 2023 Spraying with Grant](#)

9. BY-LAWS

- 9.1. By-Law 38 of 2024 - Water Use Agreement - Sarnia - Lasalle Water Main
[DRAFT B-L 38 of 2024 - Water Use Agreement - Sarnia - Lasalle Water Main](#)
- 9.2. By-Law 39 of 2024 - Confirming Bylaw
[DRAFT B-L 39 of 2024 - Confirming Bylaw](#)
- 9.3. By-Law 40 of 2024 - Responsible Pet Ownership By-law
[DRAFT B-L 40 of 2024 - Responsible Pet Ownership By-law \(Animal Control\)](#)

10. COUNCILLORS' REPORTS

11. UPCOMING MEETINGS

- 11.1. Regular Meeting - Session 14 - Tuesday September 3, 2024, 3:00 pm
- 11.2. Regular Meeting - Session 15 - Monday September 16, 2024, 6:00 pm
- 11.3. Regular Meeting - Session 16 - Monday October 7, 2024, 3:00 pm

12. IN CAMERA SESSION

- 12.1. Section 239(2)(d) to consider labour relations about the operation of a Township park
- 12.2. Section 239(2)(a) to discuss potential access to municipal infrastructure

13. ADJOURNMENT



MINUTES

Regular Council Meeting

3:00 PM - Monday, August 12, 2024
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, August 12, 2024, 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, Deputy Mayor Steve Miller, and Clerk Jeff Baranek

REGRETS: Councillor Pat Brown, CAO John Rodey

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

Councillor Myers declared a conflict of interest with item 5.4 as he has members of his family on the Brigden Fair Board.

4 ADOPTION OF MINUTES

4.1 Council Meeting Minutes - July 15, 2024

Motion 1

Cathy Langis made a motion - Be it resolved that the minutes of the following meeting of Council be received and approved:

-Regular Council - July 15, 2024
Brad Langstaff seconded the motion. CARRIED.

4.2 Minutes of Township Committees

Motion 2

Holly Foster made a motion - Be it resolved that the minutes of the following committees be accepted and approved:

- Sombra Museum Board Minutes - July 23, 2024
- Moore Museum Minutes and Reports - July 2024
- St Clair River Trail Meeting Minutes May-June, 2024
- Minutes - Golf Course Committee Meeting - July 25 2024
Bill Myers seconded the motion. CARRIED.

5 CORRESPONDENCE ITEMS

Motion 3

Steve Miller made a motion - Be it resolved that the following items of correspondence be accepted as per Council's direction:

- 5.1 - Jim Fleckie - Tree Clean Up / Surface Water Issues
 - 5.2 - Rail Safety Week - Proclamation Request
 - 5.3 - Sea Can Request - 1214 St Clair Parkway
 - 5.4 - Picnic Table Request - Brigden Fair
 - 5.5 - Corunna Street Festival Request - September 21, 2024
 - 5.6 - Order to Remedy Violation For 2360 Courtright Line
- Holly Foster seconded the motion. CARRIED.

- 5.1 Jim Fleckie - Tree Clean Up / Surface Water Issues

Motion 4

Brad Langstaff made a motion - Be it resolved that the fallen trees on the property known as 155 Moore Line be removed by the Township, at the cost of the municipality due to road water collecting on-site causing the trees to uproot. Holly Foster seconded the motion. MOTION LOST

- 5.2 Rail Safety Week - Proclamation Request

Motion 5

Cathy Langis made a motion - Be it resolved that the Township of St. Clair endorses Rail Safety Week from September 23 - 29; and endorses the resolution put forth by CN Rail and Lifesaver to improve public education and awareness to help prevent avoidable injuries and fatalities occurring at rail crossings each year. Bill Myers seconded the motion. CARRIED.

- 5.3 Sea Can Request - 1214 St Clair Parkway

Motion 6

Steve Miller made a motion - Be it resolved the owners of 1214 St. Clair Parkway be authorized to store a sea can container in their laneway for a period of two months, lapsing on October 12, 2024. Cathy Langis seconded the motion. CARRIED.

- 5.4 Picnic Table Request - Brigden Fair

Motion 7

Brad Langstaff made a motion - Be it resolved the Township supply the Brigden Fair with picnic tables from October 11 - 14, 2024 subject to the availability of the tables as determined by Township staff; and that the tables are picked up and returned by representatives of the Brigden Fair Board. [COUNCILLOR MYERS DECLARED A CONFLICT AND DID NOT PARTICIPATE IN THIS ITEM] Cathy Langis seconded the motion. CARRIED.

- 5.5 Corunna Street Festival Request - September 21, 2024

Motion 8

Brad Langstaff made a motion - Be it resolved that the Corunna Street Festival be permitted to use barricades to close off the parking lanes on Beresford, Beckwith and Lyndoch Street on September 21, from 7:00am to 10:15am to accommodate horse-drawn wagon rides; and that the Corunna Street Festival be permitted to attach an advertising banner on the fence at the Corunna Athletic Park. Steve Miller seconded the motion. CARRIED.

- 5.6 Request for Extension - 2360 Courtright Line

Motion 9

Holly Foster made a motion - Be it resolved that the request submitted by the owners of 2360 Courtright Line to waive a \$500 demolition deposit be denied; but that an extension of 14 days be approved to complete the demolition of the detached garage, lapsing on September 9, 2024.
Steve Miller seconded the motion. CARRIED.

6 INFORMATION ITEMS

- 6.1 Building Permit Comparison - June 2024
- 6.2 Plympton-Wyoming - Underserviced Cellular Communication
- 6.3 Sombra Sports and Recreation - Field Board Election Results 2024
- 6.4 Letter of Concern - Removal of a Tree in Corunna

Motion 10

Bill Myers made a motion - Be it resolved the following items be received as information:

- 6.1 Building Permit Comparison - June 2024
 - 6.2 Plympton-Wyoming - Underserviced Cellular Communication
 - 6.3 Sombra Sports and Recreation Field Board Election Results 2024
 - 6.4 Letter of Concern - Removal of a Tree in Corunna
- Holly Foster seconded the motion. CARRIED.

7 REPORTS OF COMMITTEES AND STAFF

- 7.1 CAO Report - Request for Vehicle Access to McDonald Park

Motion 11

Cathy Langis made a motion - Be it resolved the CAO Report dated August 7 be received and that the request for vehicle access to McDonald Park from Mr. Bishop, the owner of 4298 St. Clair Parkway, be denied.
Steve Miller seconded the motion. CARRIED.

- 7.2 Treasurer Report - Vendor Invoices & CIBC VISA Charges

Motion 12

Cathy Langis made a motion - Be it resolved that the following Vendor Invoices Report submitted by Treasurer George Lozon be received and the included invoices be approved for the period of July 7, 2024, to August 3, 2024, totaling \$4,183,440.30; along with RBC Visa charges for the period June 18, 2024, to July 15, 2024, totaling \$30,202.25.
Holly Foster seconded the motion. CARRIED.

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

Motion 13

Steve Miller made a motion - Be it resolved that the Financial Statements Report submitted by Treasurer George Lozon be received as information and that the statements dated January to June 2024 be received.
Bill Myers seconded the motion. CARRIED.

- 7.4 Senior Tax Clerk Report - 2022, 2023, 2024 Taxation Write Offs

Motion 14

Brad Langstaff made a motion - Be it resolved that the Taxation Write Off's Report as submitted by Senior Tax Clerk Debbie Churchill be received and in accordance with the provisions of Sections 357 and 358 of the Municipal Act,

staff be authorized to write off property taxes for the year of 2023 as identified in "Appendix A". Cathy Langis seconded the motion. CARRIED.

7.5 Emergency Services / Fire Chief Report - Fire Council Report

Motion 15

Holly Foster made a motion - Be it resolved that the monthly Emergency Services report submitted by Director of Emergency Services/Fire Chief Richard Boyes be received as information.

Cathy Langis seconded the motion. CARRIED.

7.6 Director of Public Works Report - 2024 Asset Management Update

Motion 16

Steve Miller made a motion - Be it resolved that the 2024 Asset Management Update report submitted by the Director of Public Works, Brian Black, be received as information. Holly Foster seconded the motion. CARRIED.

7.7 Coordinator of Engineering Report - Pedestrian Crossing on Lyndoch Street at Cameron Street

Motion 17

Holly Foster made a motion - Be it resolved that the Pedestrian Crossing on Lyndoch Street at Cameron Street report submitted by Coordinator of Engineering, Andrew Malpass be received as information and that staff be authorized to contract RC Spencer Associates Inc. to complete the detailed design and tender package. Cathy Langis seconded the motion. CARRIED.

7.8 Coordinator of Engineering Report - Supply of Engineering Services Bridge 56 Replacement

Motion 18

Cathy Langis made a motion - Be it resolved that the Supply of Engineering Services Bridge 56 Replacement report submitted by Coordinator of Engineering, Andrew Malpass be received as information and that the proposal submitted by Centex Engineering and Development Inc. in the amount of \$119,760.00 plus HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

Brad Langstaff seconded the motion. CARRIED.

7.9 Coordinator of Operations (Works) Report - Drainage Agreement with Aamjiwnaang First Nations

Motion 19

Steve Miller made a motion - Be it resolved that the Drainage Agreement with Aamjiwnaang First Nations report submitted by Coordinator of Operations, David Neely be received as information and that the proposed agreement be approved and that the Mayor and Clerk be authorized to sign all associated documents. Holly Foster seconded the motion. CARRIED.

7.10 Coordinator of Operations (Works) Report - Radar Speed Signs

Motion 20

Cathy Langis made a motion - Be it resolved that the Radar Speed Signs report submitted by Coordinator of Operations, David Neely be received as information. Brad Langstaff seconded the motion. CARRIED.

Motion 21

Brad Langstaff made a motion - Be it resolved that a radar speed sign be included in the 2025 Capital Budget deliberations. Holly Foster seconded the motion. CARRIED.

7.11 Coordinator of Operations (Works) Report - Salt Shed Replacement - Wilkesport

Motion 22

Steve Miller made a motion - Be it resolved that the Salt Shed Replacement – Wilkesport report submitted by Coordinator of Operations, David Neely be received as information and that the procurement policy be waived, to allow a “twin” of the salt shed structure already built in the Mooretown Operation centre, to now be built in Wilkesport, and to utilize local contractors and suppliers. Bill Myers seconded the motion. CARRIED.

Motion 23

Holly Foster made a motion - Be it further resolved that the quotation of \$330,542.95 (incl. net HST) provided by C. Wilson Sales (utilizing the Canoe Group Procurement system), local sale representative for “Calhoun Super Structures” to supply and install a new 62x80 ft salt shed at the Wilkesport Operation Centre be approved. Quotation to include all structural and concrete engineering, all concrete foundations, wall & floors, and super structure roof system;

Be it further resolved that all site excavation and preparation is to be completed by combination of local contractor and Township staff be approved. Work to include topsoil stripping / stock piling, drainage work, fencing, and granular supply and installation, to be procured on a time and material basis.

Bill Myers seconded the motion. CARRIED.

7.12 Drainage Superintendent Report - Monthly Report

Motion 24

Holly Foster made a motion - Be it resolved that the Monthly Report submitted by Drainage Superintendent, Jason Brunt be received as information and that R. Dobbin Engineering be appointed to investigate and create a new report for the un-named drain. Bill Myers seconded the motion. CARRIED.

7.13 Director of Community Services Report - Civic Centre Upgrades Report

Motion 25

Cathy Langis made a motion - Be it resolved that the Civic Centre Exterior Renovations Report submitted by Coordinator of Facilities and Parks, Sue Knight be received as information and that Garland/DBS Canada Inc's price of \$196,836.00 pre HST be approved, and that it will be funded from Recreation Facilities projects. Steve Miller seconded the motion. CARRIED.

7.14 Director of Community Services Report - Information Report

Motion 26

Bill Myers made a motion - Be it resolved that the Aug 12th Information Report submitted by Director of Community Services, Kendall Lindsay be received as information. Cathy Langis seconded the motion. CARRIED.

8 DRAINAGE BY-LAWS

- 8.1 By-Law 20 of 2024 Various Drain 2023 Spraying with Grant
- 8.2 By-Law 21 of 2024 Various Drain 2023 Spraying with Grant
- 8.3 By-Law 22 of 2024 Various Drain 2023 Spraying with Grant
- 8.4 By-Law 23 of 2024 Various Drain 2023 Spraying with Grant
- 8.5 By-Law 24 of 2024 Various Drain 2023 Spraying with Grant
- 8.6 By-Law 25 of 2024 Various Drain 2023 Spraying with Grant
- 8.7 By-Law 26 of 2024 Various Drain 2023 Spraying with Grant
- 8.8 By-Law 27 of 2024 Various Drain 2023 Spraying with Grant

Motion 27

Cathy Langis made a motion - Be it resolved that the following Drainage 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 20 of 2024 Various Drain 2023 Spraying with Grant
 - 8.2 By-Law 21 of 2024 Various Drain 2023 Spraying with Grant
 - 8.3 By-Law 22 of 2024 Various Drain 2023 Spraying with Grant
 - 8.3 By-Law 23 of 2024 Various Drain 2023 Spraying with Grant
 - 8.4 By-Law 24 of 2024 Various Drain 2023 Spraying with Grant
 - 8.5 By-Law 25 of 2024 Various Drain 2023 Spraying with Grant
 - 8.6 By-Law 26 of 2024 Various Drain 2023 Spraying with Grant
 - 8.7 By-Law 27 of 2024 Various Drain 2023 Spraying with Grant
- Steve Miller seconded the motion. CARRIED.

9 BY-LAWS

- 9.1 By-Law 38 of 2024 - Water Use Agreement - Sarnia - Lasalle Water Main
- 9.2 By-Law 39 of 2024 - Confirming Bylaw
- 9.3 By-Law 40 of 2024 - Responsible Pet Ownership By-law

Motion 28

Cathy Langis made a motion - Be it resolved that Draft By-law 40 of 2024 be amended to eliminate ambiguity by ensuring the bylaw only pertains to dogs, and not cats. Steve Miller seconded the motion. CARRIED.

Motion 29

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:

- 9.1 - By-Law 38 of 2024 - Water Use Agreement - Sarnia - Lasalle Water Main
- 9.2 - By-Law 39 of 2024 - Confirming By-law
- 9.3 - By-Law 40 of 2024 - Responsible Pet Ownership By-law *(as amended by Motion 28)* Holly Foster seconded the motion. CARRIED.

10 COUNCILLORS' REPORTS

COUNCILLOR FOSTER

Councillor Foster congratulated Derek Drouin on receiving his silver medal while attending the Paris Summer Games; and she also attended the Committee of Adjustment meeting; the Warden's Picnic; the SCRT meeting; the tour of the golf course; and the car show at Wellings.

Councillor Foster thanked Chief Boyes for his response to the recent spill in the St. Clair River; and noted she has received many compliments on the new lights at Queen and Hill Street.

COUNCILLOR LANGIS

Councillor Langis attended the Sombra Museum Board meeting; the Warden's Picnic; and Defibrillator Training at the golf course.

Councillor Langis thanked CSX for their cleanup after the most recent significant rain event; and asked how long signs are able to remain at Township intersections. Councillor Langis asked staff to investigate a potential School Zone for Mooretown Public School and to look into overgrown limbs interrupting the sidewalk on Moore Line in Mooretown.

Councillor Langis closed her report by asking staff to trim tree limbs that are covering the stop sign on Moore Line at Brigden Side Road.

COUNCILLOR LANGSTAFF

Councillor Langstaff attended Port Lambton Gala Days; the Warden's Picnic; the Moore Museum Volunteer Dinner; and the golf course tour.

Councillor Langstaff closed his report by asking staff to consider improvements to the shoulder of Tulloch Line at Brigden Road.

COUNCILLOR MYERS

Councillor Myers volunteered at the Brigden Fair Campout Jamboree noting 67 RV's visited the site, along with many locals.

DEPUTY MAYOR MILLER

Deputy Mayor Miller attended the unveiling of storyboards at Brander Park commending Heritage St. Clair on their continued good work throughout the Township; the Committee of Adjustment meeting; the tour of the clubhouse at the golf course; the Warden's Picnic; and Port Lambton Gala Days.

MAYOR AGAR

Mayor Agar represented the Township at many events and attended many meetings including the golf course tour; the Moore Museum Volunteer Dinner; the First Responder Coffee event; the storyboard unveiling at Brander Park; the ceremony recognizing a donation by CF to the Courtright Fire Department; opened the Special Olympic event at CAP Park; attended the Warden's Picnic; opened Captain Kidd's Days in Corunna; participated in the Port Lambton Gala Days Parade and operated the grill; and attended the Brigden Fair Ambassador Event.

Mayor Agar closed his report by thanking the St. Clair Township Emergency Services Team for their efforts in keeping the public informed in response to the recent spill into the St. Clair River.

11 UPCOMING MEETINGS

- 11.1 Regular Meeting - Session 14 - Tuesday September 3, 2024, 3:00 pm
- 11.2 Regular Meeting - Session 15 - Monday September 16, 2024, 6:00 pm
- 11.3 Regular Meeting - Session 16 - Monday October 7, 2024, 3:00 pm

12 IN CAMERA SESSION

- 12.1 Section 239(2)(d) to consider labour relations about the operation of a Township park
- 12.2 Section 239(2)(a) to discuss potential access to municipal infrastructure

Motion 30

Cathy Langis made a motion - Be it resolved that the meeting enter an in-camera session to consider the following:

- 12.1 - Section(2)(d) to consider labour relations about the operation of a Township park
 - 12.2 – Section(2)(a) to discuss potential access to municipal infrastructure
- Holly Foster seconded the motion. CARRIED.

RISE AND REPORT

Clerk Jeff Baranek noted there was nothing to Rise and Report stemming from the Closed session.

13 ADJOURNMENT

13.1 The meeting was adjourned at 4:15 pm.

Motion 32

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

