



# Township of St. Clair

## Minutes

Regular Council Meeting

Monday, February 3, 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 - January 13, 2025 - Minutes  
[DRAFT Regular Council - 13 January 2025 - Minutes](#)
  - 4.2. Minutes of Township Committees:  
[Moore Museum Minutes and Reports](#)  
[Sombra Museum Board Minutes](#)
5. **DELEGATIONS/PRESENTATIONS**
  - 5.1. 3:10 pm Billy Yurchuk - Wellings of Corunna - Community Programs  
[Wellings of Corunna - Billy Yurchuk](#)
6. **CORRESPONDENCE ITEMS**
  - 6.1. The Royal Canadian Legion - Military Service Recognition Book  
[The Royal Canadian Legion - Military Service Recognition Book](#)
  - 6.2. Industrial Inquiry Commission Reviewing Canada Post - Request for Support  
[Industrial Inquiry Commission Reviewing Canada Post - Request for Support](#)
7. **INFORMATION ITEMS**
  - 7.1. Building Comparison and Report  
[St. Clair Building Permit Comparison Dec 2024](#)  
[St Clair Building Permit Stats Report 2024](#)
  - 7.2. St Clair Official Plan - Notice of Approval  
[OP 2024 - Notice of Decision](#)
8. **REPORTS OF COMMITTEES AND STAFF**
  - 8.1. [Treasurer Report](#) - Vendor Invoices and RBC VISA Charges  
[Vendor Invoices and RBC VISA Charges](#)

- 8.2. Director of Emergency Services/Fire Chief Report - Monthly Report  
[Emergency Services Monthly Report](#)
- 8.3. Director of Emergency Services/Fire Chief Report - Fire Pumper Replacement  
[Fire Pumper Replacement Report](#)
- 8.4. Director of Emergency Services/Fire Chief Report - Disposal of Surplus Fire Apparatus (Tankers)  
[Disposal of Surplus Fire Apparatus Report](#)
- 8.5. Coordinator of Engineering Report - 2025 Capital Projects - Schedule Adjustment  
[2025 Capital Projects Schedule Change](#)
- 8.6. Coordinator of Engineering Report - Tom Street Trunk Sanitary Sewer Relocation - Consultant Change  
[Tom Street Trunk Sanitary Sewer Consultant Change](#)
- 8.7. Coordinator of Operations Works Report - Miscellaneous Concrete and Asphalt Repairs 2025  
[Miscellaneous Concrete and Asphalt Repairs 2025 Report](#)
- 8.8. Coordinator of Operations Works Report - 2025 & 2026 Dust Control  
[Dust Control Report](#)
- 8.9. Coordinator of Operations Works Report - Ladders on Seawall  
[Ladders on Seawall Report](#)
- 8.10. Director of Community Services Report - Community Services Information  
[Feb 3rd - Information Report](#)
- 8.11. Director of Community Services Report - Golf Course Business Plan 2025-2029  
[Golf Business Plan Report](#)
- 8.12. Director of Community Services Report - Zamboni 526 Replacement Report  
[Zamboni 526 Replacement Report](#)
- 8.13. Director of Community Services Report - Golf Course Tractor Report  
[Golf Course Tractor Report](#)
- 8.14. Coordinator of Facilities and Parks Report - Ice Allocation and Seasonal Use Policy and Sports Field Allocation Policy Updates  
[Arena and Sportsfield Policy Updates](#)
- 8.15. Coordinator of Facilities and Parks Report - Moore Sports Complex Banner and Picture Policy  
[MSC Banner and Picture Report Policy](#)
- 8.16. Coordinator of Community Programs Report - Facility Rental Discount for Not-For-Profit Organizations & School Boards  
[Not for Profit School Board Discount Report Policy](#)
- 8.17. Coordinator of Community Programs Report - Support Person Policy for Facility Activities  
[Support Person Policy Report Policy](#)

## **9. BY-LAWS**

- 9.1. By-Law 4 of 2025 - Confirming By-Law  
[DRAFT B-L 4 of 2025 - Confirming](#)

- 9.2. By-Law 6 of 2025 - to Purchase Plan 774 Pt Blk 52 RP 25R9676 Parts 26 to 29 - Regan Park  
[B-L 6 of 2025 purchase Plan 774 Pt Blk 52 RP 25R9676 Parts 26 to 29 - Regan Park](#)

## **10. COUNCILLORS' REPORTS**

## **11. UPCOMING MEETINGS**

- 11.1. Regular Meeting - Session 3 - February 18, 2025 at 6:00pm  
11.2. Regular Meeting - Session 4 - March 3, 2025 at 3:00 pm  
11.3. Operating Budget – March 6, 2025 – 5:00 pm., Council Chambers  
WILL NOT BE LIVE STREAMED  
11.4. Regular Meeting - Session 5 - March 17, 2025 at 6:00 pm

## **12. IN CAMERA SESSION**

- 12.1. Section 239(2)(k) to discuss labour negotiations with a contractor  
12.2. Section 239(2)(d) to discuss labour relations

## **13. ADJOURNMENT**



# MINUTES

## Regular Council Meeting

3:00 PM - Monday, February 3, 2025  
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, February 3, 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 - January 13, 2025 - Minutes

#### Motion 1

Cathy Langis made a motion - Be it resolved that the minutes of the Regular Council Meeting held on January 13, 2025 be received and approved. Pat Brown 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:

1. Moore Museum Minutes and Reports
2. Sombra Museum Board Minutes Bill Myers seconded the motion. CARRIED.

#### Motion 3

Brad Langstaff made a motion - Be it resolved that staff be directed to explore drainage improvements for the Sombra Museum and their costs and that it be brought back for consideration. Holly Foster seconded the motion. CARRIED.

## 5 DELEGATIONS/PRESENTATIONS

### 5.1 3:10 pm - Wellings of Corunna - Community Programs - GM Billy Yurchuk

Mr. Yurchuk provided an update on the occupancy of the Wellings Development, noting it was oversized when originally built and noting vacancies continue to be an issue. As such, they continue to try to engage the local community to utilize their space.

The kitchen at Wellings is now being operated by the not-for-profit group Sarnia Blessings who provide a meals-on-wheels service for the Township's vulnerable and post-op population. They are preparing 1500 meals monthly and are available for all residents of the Township.

Mr. Yurchuk noted that the community area in Wellings is available for use by community groups.

Wellings has a shuttle that they use to bring residents into Corunna and Sarnia 3 days per week. Mr. Yurchuk advised they would be open with partnering with the Township to offer any empty seats to residents of the Township who would find that transportation useful. This program would operate without attempting to make a profit, but rather would be aimed at providing the service with fees designed only to recover operating costs and resulting maintenance. Mayor Agar asked if the shuttle would be open to adding more stops within the Township to the service and Mr. Yurchuk said they would be willing to look at anything to satisfy an impending demand.

#### **Motion 4**

Holly Foster made a motion - Be it resolved that staff consult with Wellings to determine if a partnership could make sense to provide a shuttle service to select locations to benefit the residents of the Township. Brad Langstaff seconded the motion. CARRIED.

## 6 CORRESPONDENCE ITEMS

### 6.1 The Royal Canadian Legion - Military Service Recognition Book

#### **Motion 5**

Bill Myers made a motion - Be it resolved that the following item of correspondence be accepted as per Council's direction:

6.1 The Royal Canadian Legion - Military Service Recognition Book

6.2 Industrial Inquiry Commission Reviewing Canada Post - Request for Support Cathy Langis seconded the motion. CARRIED.

#### **Motion 6**

Holly Foster made a motion - Be it resolved that the Royal Canadian Legion Military Service Recognition Book sponsorship request be received and filed. Pat Brown seconded the motion. CARRIED.

### 6.2 Industrial Inquiry Commission Reviewing Canada Post - Request for Support

#### **Motion 7**

Holly Foster made a motion - Be it resolved that the Industrial Inquiry Commission Reviewing Canada Port - Request for Support be received and filed. Cathy Langis seconded the motion. CARRIED.

## 7 INFORMATION ITEMS

### 7.1 Building Permit Comparison and Report

### 7.2 St Clair Official Plan - Notice of Approval

### **Motion 8**

Steve Miller made a motion - Be it resolved the following items be received as information:

7.1 Building Permit Comparison and Report

7.2 St Clair Official Plan - Notice of Approval Bill Myers seconded the motion. CARRIED.

## **8 REPORTS OF COMMITTEES AND STAFF**

### **8.1 Treasurer Report - Vendor Invoices and RBC VISA Charges**

#### **Motion 9**

Pat Brown 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 January 5, 2025, to January 25, 2025, totaling \$4,596,901.61; and RBC Visa charges for the period December 17, 2024, to January 15, 2025, totaling \$19,380.68. Steve Miller seconded the motion. CARRIED.

### **8.2 Director of Emergency Services/Fire Chief Report - Monthly Report**

#### **Motion 10**

Bill Myers 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. Holly Foster seconded the motion. CARRIED.

### **8.3 Director of Emergency Services/Fire Chief Report - Fire Pumper Replacement**

#### **Motion 11**

Steve Miller made a motion - Be it resolved that the Fire Pumper Replacement Report as submitted by Director of Emergency Services/Fire Chief, Richard Boyes be received as information and that the purchasing Policy be waived, and that the purchase of one fire pumper from Dependable Emergency Vehicles at a cost of \$1,563,547.00 be approved. Cathy Langis seconded the motion. CARRIED.

### **8.4 Director of Emergency Services/Fire Chief Report - Disposal of Surplus Fire Apparatus (Tankers)**

#### **Motion 12**

Holly Foster made a motion - Be it resolved that the Disposal of Surplus Fire Apparatus (Tankers) report as submitted by Director of Emergency Services/Fire Chief, Richard Boyes be received as information and that the Fire Chief be authorized to trade in the used tankers to Dependable Emergency Vehicles (DEV) upon the delivery of the new tankers. Cathy Langis seconded the motion. CARRIED.

### **8.5 Coordinator of Engineering Report - 2025 Capital Projects - Schedule Adjustment**

#### **Motion 13**

Brad Langstaff made a motion - Be it resolved that the 2025 Capital Projects – Schedule Adjustment report as submitted by Coordinator of Engineering, Andrew Malpass be received as information and that the following projects be approved as part of the 2025 Capital Budget.

1. Steadman and Duncan Street Reconstruction
2. Baptist, Holt Line and Brigden Main Pump Station Rehabilitations

3. Power Sewer Replacements Lambton Line Bill Myers seconded the motion. CARRIED.

**8.6** Coordinator of Engineering Report - Tom Street Trunk Sanitary Sewer Relocation - Consultant Change

**Motion 14**

Steve Miller made a motion - Be it resolved that the Tom Street Trunk Sanitary Sewer Relocation – Consultant Change report as submitted by Coordinator of Engineering, Andrew Malpass be received as information and that BM Ross and Associates Limited be authorized to continue with the detailed design of the project on a time and material basis. Holly Foster seconded the motion. CARRIED.

**8.7** Coordinator of Operations Works Report - Miscellaneous Concrete and Asphalt Repairs 2025

**Motion 15**

Brad Langstaff made a motion - Be it resolved that the Miscellaneous Concrete and Asphalt Repairs 2025 report as submitted by Coordinator of Operations, David Neely be received as information, and that the Township Procurement Policy be waived and that GM Construction be hired to complete miscellaneous concrete and asphalt repairs for 2025 throughout the Township, based on the submitted 2021-unit prices. Bill Myers seconded the motion. CARRIED.

**8.8** Coordinator of Operations Works Report - 2025 & 2026 Dust Control

**Motion 16**

Brad Langstaff made a motion - Be it resolved that the 2025 & 2026 Dust Control report as submitted by Coordinator of Operations, David Neely be received as information and that the Township Procurement Policy be waived and that the quote submitted by Pollard Highway Products Ltd. in the amount of \$0.094 per liter for the 2025 & 2026 supply and application of chloride based liquids for dust suppressant be accepted. Holly Foster seconded the motion. CARRIED.

**8.9** Coordinator of Operations Works Report - Ladders on Seawall

**Motion 17**

Holly Foster made a motion - Be it resolved that the Ladders on Seawall report as submitted by Coordinator of Operations, David Neely be received as information.

Pat Brown seconded the motion. CARRIED.

**Motion 18**

Holly Foster made a motion - Be it resolved that the proposed Ladders on Seawall project proposal be denied. Pat Brown seconded the motion. MOTION LOST.

**Motion 19**

Steve Miller made a motion - Be it resolved that the Ladder on Seawall project be accepted, and that it be funded from the Environmental and Education Fund. Brad Langstaff seconded the motion. CARRIED.

**8.10** Director of Community Services Report - Community Services Information

**Motion 20**

Cathy Langis made a motion - Be it resolved that the February 3rd Information Report as submitted by Director of Community Services, Kendall Lindsay be received as information. Brad Langstaff seconded the motion. CARRIED.

- 8.11 Director of Community Services Report - Golf Course Business Plan 2025-2029

**Motion 21**

Steve Miller made a motion - Be it resolved that the Golf Course Business Plan 2025-2029 report as submitted by Director of Community Services, Kendall Lindsay be received as information and that the plan be approved. Holly Foster seconded the motion. CARRIED.

- 8.12 Director of Community Services Report - Zamboni 526 Replacement Report

**Motion 22**

Cathy Langis made a motion - Be it resolved that the Zamboni 526 Replacement report as submitted by Director of Community Services, Kendall Lindsay be received as information and that the Zamboni Company Limited purchase price of \$107,632.62 for the purchase of one new Zamboni be approved and that it be funded by the Equipment Reserves. Brad Langstaff seconded the motion. CARRIED.

**Motion 23**

Holly Foster made a motion - Be it resolved that staff explore opportunities to market the advertising space on the new Zamboni to offset operational costs. Brad Langstaff seconded the motion. CARRIED.

- 8.13 Director of Community Services Report - Golf Course Tractor Report

**Motion 24**

Cathy Langis made a motion - Be it resolved that the Golf Course Tractor Report as submitted by Director of Community Services, Kendall Lindsay be received as information and that the South Point Equipment price of \$46,077.00 for a MX5400 Kubota Tractor be approved. Steve Miller seconded the motion. CARRIED.

- 8.14 Coordinator of Facilities and Parks Report - Ice Allocation and Seasonal Use Policy and Sports Field Allocation Policy Updates

**Motion 25**

Cathy Langis made a motion - Be it resolved that the Ice Allocation and Seasonal Use Policy and Sports Field Allocation Policy Updates report as submitted by Coordinator of Facilities and Parks, Sue Knight be received as information and that the included policy be approved. Holly Foster seconded the motion. CARRIED.

- 8.15 Coordinator of Facilities and Parks Report - Moore Sports Complex Banner and Picture Policy

**Motion 26**

Steve Miller made a motion - Be it resolved that the Moore Sports Complex Banner and Picture Policy report as submitted by Coordinator of Facilities and Parks, Sue Knight be received as information and that the included policy be approved. Pat Brown seconded the motion. CARRIED.

- 8.16 Coordinator of Community Programs Report - Facility Rental Discount for Not-For-Profit Organizations & School Boards

**Motion 27**

Brad Langstaff made a motion - Be it resolved that the Facility Rental Discount for Not-For-Profit Organizations & School Boards report as submitted by Coordinator of Community Programs, Michelle Rottier be received as information and that the included policy be approved. Cathy Langis seconded the motion. CARRIED.



**8.17** Coordinator of Community Programs Report - Support Person Policy for Facility Activities

**Motion 28**

Bill Myers made a motion - Be it resolved that the Support Person Policy for Facility Activities report as submitted by Coordinator of Community Programs, Michelle Rottier be received as information and that the included policy be approved. Holly Foster seconded the motion. CARRIED.

**9 BY-LAWS**

**9.1** By-Law 4 of 2025 - Confirming By-Law

**9.2** By-Law 6 of 2025 - to Purchase Plan 774 Pt Blk 52 RP 25R9676 Parts 26 to 29 - Regan Park

**Motion 29**

Holly Foster 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 4 of 2025 - Confirming By-Law

9.2 By-Law 6 of 2025 - to Purchase Plan 774 Pt Blk 52 RP 25R9676 Parts 26 to 29 - Regan Park Cathy Langis seconded the motion. CARRIED.

**10 COUNCILLORS' REPORTS**

**COUNCILLOR BROWN**

Councillor Brown attended MPP Bob Bailey's breakfast where Minister Lecce was a guest of honour; and noted the Annual General Meeting for the St. Clair Region Conservation Authority has been moved from February 27, 2025 to March 19, 2025 at the Community Centre in Watford.

**COUNCILLOR FOSTER**

Councillor Foster attended MPP Bob Bailey's breakfast and congratulated those who were recognized by being named to Mayor Agar's 2024 Honour Roll.

**COUNCILLOR LANGIS**

Councillor Langis asked staff to repair a pot hole in the southbound lane of St. Clair Parkway just south of Lasalle Road; attended MPP Bob Bailey's breakfast and meetings for Heritage St. Clair, and the Committee of Adjustment; and attended the Sting Game with the St. Clair Township Rec Club.

**COUNCILLOR LANGSTAFF**

Councillor Langstaff attended MPP Bob Bailey's Breakfast and attended the ROMA conference and asked staff to look into a grant program that was advertised at the conference for spraying of phragmites. Councillor Langstaff attended the Sombra Museum Committee meeting.

Councillor Langstaff attended the Lambton Fire School Trade Show and spoke with many stakeholders. Councillor Langstaff asked the CAO to contact the other municipalities within Lambton to ask what they're doing to offset the stress and burden, emotional and financial being imposed on local municipalities by the new fire training requirements.

**COUNCILLOR MYERS**

Councillor Myers attended the Annual General Meeting for the Moore Agricultural Society, the Wilkesport Hall meeting, and the Heritage St. Clair meeting.

**DEPUTY MAYOR MILLER**

Deputy Mayor Miller attended the County Council Committee meeting; the ROMA Conference in Toronto; and the Committee of Adjustment meeting.

**MAYOR AGAR**

Mayor Agar attended the ROMA Conference where he was pleased to hear the comments from the Premier indicating he will oppose the Trade War Tariffs and spoke with representatives from OPG about the future of the former Lambton Generating Station site; attended the MPP's Breakfast; a LAWSS meeting and a County Council meeting.

**11 UPCOMING MEETINGS**

- 11.1 Regular Meeting - Session 3 - February 18, 2025 at 6:00pm
- 11.2 Regular Meeting - Session 4 - March 3, 2025 at 3:00 pm
- 11.3 Operating Budget - March 6, 2025 - 5:00 p.m., Council Chambers - WILL NOT BE LIVE STREAMED
- 11.4 Regular Meeting - Session 5 - March 17, 2025 at 6:00 pm

**12 IN CAMERA SESSION**

- 12.1 Section 239(2)(k) to discuss labour negotiations with a contractor
- 12.2 Section 239(2)(d) to discuss labour relations

**Motion 30**

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

- 12.1 Section 239(2)(k) to discuss labour negotiations with a contractor
- 12.2 Section 239(2)(d) to discuss labour relations Holly Foster seconded the motion. CARRIED.

**Rise and Report**

Clerk Jeff Baranek reported there was nothing to Rise and Report.

**13 ADJOURNMENT**

- 13.1 The meeting was adjourned at 4:45 pm.

**Motion 31**

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

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Mayor - Jeff Agar

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Clerk - Jeff Baranek

