

**ST. CLAIR TOWNSHIP
COUNCIL MINUTES
SESSION # 9**

St. Clair Civic Centre
Council Chambers
May 5, 2014
6:30 pm

The regular semi-monthly meeting of the Council of the Corporation of the Township of St. Clair was held this evening with the following members present:

	S. Arnold	Mayor
	P. Gilliland,	Deputy Mayor
	P. Carswell-Alexander,	Councillor
	D. Randell,	“
	S. Miller,	“
	J. Agar,	“
Staff:	J. Rodey,	CAO
	J. DeMars,	Director of Administration/Clerk/ Deputy CAO
	J. Baranek	Deputy Clerk/Coordinator of Planning
Absent:	J. DeGurse	

AGENDA

Declaration of Conflict of Interest:

Adopt Minutes:

Regular Council – Session #8 – April 29, 2014
Finance and Administration – April 29, 2014
Public Works and Operations – April 29, 2014
Moore Museum Advisory Committee Minutes – April 2, 2014

Business Arising from the Minutes:

DEPUTATIONS AND APPOINTMENTS:

6:45 pm - Ross George Clean Harbors
7:00 pm – Brenda Coulombe vendor’s permit

CORRESPONDENCE:

- a) Lambton Kent District School Board – Steadman Street
- b) Port Lambton Gala Days – permission
- c) Royal Canadian Legion – Brigden Community Fest
- d) Central Algoma - disaster relief request
- e) St. Clair College – sponsorship
- f) Brenda Coulombe – vender’s permit

INFORMATION:

- 1) Cement Association of Canada
- 2) Township of Muskoka Land Registry
- 3) County of Lambton – policing grants

- 4) Moore Agricultural Society – refreshment license
- 5) Ross George – Clean Harbors
- 6) Lambton County Historical Society – minutes April 24, 2014
- 7) O.P.P. - billing model

DRAINS:

- By-law 16 of 2014 – amending various drains
- By-law 17 of 2014 – Parr Drain South – three readings
- By-law 18 of 2014 – McLaughlin Drain North and South – three readings

REPORTS OF COMMITTEES AND OFFICERS:

DEPUTY CLERK/COORDINATOR OF PLANNING:

- Sombra Bed and Breakfast – planning issue

CLERK'S REPORT:

- Offer of employment Deputy Clerk/Coordinator of Planning
- Staffing Administrative Assistant – Clerks Department

CAO'S REPORT:

MOTIONS:

- Appointment of Tracy Barclay – Deputy Registrar
- Commissioner of Oaths

BY-LAWS:

COUNCILLORS REPORTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

UPCOMING MEETINGS:

- Committee of the Whole – Tuesday May 20, 2014 3:00 p.m.
- Regular Council – Tuesday May 20, 2014 ~ 5:00 p.m. after Committee of The Whole
- Regular Council – Monday June 2, 2014 – 6:30 p.m.

In Camera

- property and personnel

ADJOURNMENT:

The Mayor called the meeting to order at 6:30 p.m. and asked members of Council to declare any possible conflicts of interest at the appropriate time.

DECLARATION OF CONFLICT OF INTEREST:

None declared.

ADOPT MINUTES:

Council proceeded to review the minutes as listed on the agenda.

Moved by D. Randall

Seconded by S. Miller

Motion #1 That the Minutes from the Council meeting held April 29, 2014 – Session #8 be received and accepted as printed

CARRIED

Moved by J. Agar

Seconded by P. Carswell-Alexander

Motion #2 That the Minutes from the Public Works meeting held April 29, 2014 - be received and accepted as printed.

CARRIED

Moved by P. Gilliland

Seconded by D. Randell

Motion #3 That the Minutes from Finance and Administration meeting held April 29, 2014 – be received and accepted as printed.

CARRIED

Moved by P. Carswell-Alexander

Seconded by J. Agar

Motion #4 That the Minutes from the Moore Museum Advisory Committee Minutes meeting held April 2, 2014 – be received and accepted as printed.

CARRIED

CORRESPONDENCE:

Council proceeded to review the correspondence as listed on the agenda.

Moved by S. Miller

Seconded by D. Randell

Motion #5 That the request received from the Lambton Kent District School Board for improvements to Steadman Street in Brigden be tabled until the deed is received from Hydro One and the road is officially assumed by the Municipality.

CARRIED

Moved by D. Randell

Seconded by P. Gilliland

Motion #6 That permission be granted for a refreshment tent licence for the Gala Days Community Festival to be held August 1, 2 & 3, 2014 in McDonald Park subject to the Township's alcohol management policy.

CARRIED

Moved by S. Miller

Seconded by P. Gilliland

Motion #7 That permission be granted for a refreshment tent licence for the Brigden Community Festival to be held Saturday, August 16, 2014 subject to the Township's alcohol management policy.

CARRIED

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #8 That the funding request received from the Central Algoma Disaster Relief Committee be received as information.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #9 That the sponsorship request received from the St. Clair College Student Committee be received as information.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #10 That the following items of correspondence be dealt with as per Council's instructions:

- a) Lambton Kent District School Board – Steadman Street- Motion #5
- b) Port Lambton Gala Days – permission- Motion #6
- c) Royal Canadian Legion – Brigden Community Fest- Motion #7
- d) Central Algoma - disaster relief request – Motion #8
- e) St. Clair College – sponsorship- Motion #9
- f) Brenda Coulombe – vendor's permit- Motion #15

CARRIED

INFORMATION:

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #11 That the request for support from the Canadian Concrete Association in its efforts to amend the Ontario Building Code to prohibit buildings known as mid-rise multiple residential units built with wooden materials be granted.

CARRIED

Council asked the Treasurer to contact the County Treasurer to determine the amount in calculations for the County Policing Grant.

Moved by J. Agar

Seconded by P. Carswell-Alexander

Motion #12 That the following items of information be dealt with as per Council's instructions for items identified as agenda items #1 thru 7.

CARRIED

At the appointed time Council welcomed Mr. Ross George present to discuss with Council his request for Township support in his efforts to expand the typical Clean Harbors Good Neighbour Program. Mr. George stated that he lives approximately 1.5 kms from the site and he has concerns of the negative impact on his property if the site expands. Mr. George stated he is having difficulty finding a tenant for a rental property located in the area due to its proximity to the Clean Harbors facility. Mr. George is requesting that the Township lobby to have the expansion of the Good Neighbour Program a condition of the environmental approvals. The Mayor advised that the Township has requested Clean Harbors to consider such an expansion with little positive response. It was pointed out that the Deputy Mayor Gilliland will take Mr. George's concern to the next meeting of the Clean Harbors community liaison group. At the conclusion of the discussion Mr. George thanked Council for any assistance it may be able to provide.

Brenda Coulombe, a property owner in Sombra Village, was present to address Council regarding her request for permission to establish a food vending truck on a commercially zoned property at 156 King Street in Sombra. Council explained the process required for the application of a food vending license which included a positive fire inspection report and a positive Lambton Community Health report. While present, Council also discussed with Ms. Coulombe her earlier application for a separate detached cook trailer to be located on her own property. In his report on the subject, the Deputy Clerk Co-Ordinator of Planning dated May the 1st recommended 2 alternatives or options Council may consider in dealing with the request. Council again asked Ms. Coulombe if a fire inspection and a Community Health Services inspection had been conducted. Council was advised that neither inspection has been carried out since the trailer is not local but, that

she does have verbal approval from Community Health Services. Council asked the Deputy Clerk to contact Community Health Services and request this approval in writing.

Moved by D. Randell

Seconded by J. Agar

Motion #13 That Council considers a temporary use By-law to permit the use of a trailer as a meal preparation unit at 156 King Street for a two year period allowing the proponents time to build an addition to accommodate a larger, more suitable kitchen subject to favourable inspection reports from the Township Fire Service and Lambton Community Health .

CARRIED

The Clerk pointed out that Council has yet to make a decision on the application received to construct a 12 foot fence to enclose the proposed cook trailer.

Moved by P. Gilliland

Seconded by J. Agar

Motion #14 That the issue of the application for a fence height exemption to accommodate a 12 foot fence be lifted from the table.

CARRIED

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #15 That the request to construct a 12 foot fence on property known as 156 King Street, Sombra Village be defeated.

CARRIED

Moved by S. Miller

Seconded by J. Agar

Motion #16 That the maximum height allowed on property known as 156 King Street be 6 feet in height with all the other provisions of the current fencing By-law to apply.

CARRIED

DRAINS:

Moved by P. Carswell-Alexander

Seconded by J. Agar

Motion #17 That Drainage By-law #16 of 2014, being a by-law to raise the sum of \$8,807.41 being money expended out of the General Funds of the Township of St. Clair for the maintenance to various drains in the Township be given the necessary readings and be signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

CARRIED

Moved by D. Randell

Seconded by S. Miller

Motion #18 That Drainage By-law #17 of 2014, being a by-law to amend Drainage By-law #7 of 2014 for reassessment of the Parr Drain South in the Township of St. Clair be given the necessary readings and signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

CARRIED

Moved by J. Agar

Seconded by P. Carswell-Alexander

Motion #19 That Drainage By-law #18 of 2014, being a by-law to amend Drainage By-law #20 of 2012 for drainage works of the McLaughlin Drain- North Branch & South Branch in the Township of St. Clair be given the necessary readings and signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

CARRIED

REPORTS OF COMMITTEES AND OFFICERS:

DEPUTY CLERK/COORDINATOR OF PLANNING REPORT:

Moved by S. Miller

Seconded by P. Carswell-Alexander

Motion #20 That the Deputy Clerk/Coordinator of Planning report dated May 1, 2014 relative to property known as 156 King Street, Sombra Village, be received as information.

CARRIED

CLERK'S REPORT:

The Clerk provided a verbal report that Tracy Barclay has been selected as the successful candidate for the vacant position of administrative assistant, Clerk's Department and Carlie McClemens has accepted the offer of employment for the position of Deputy Clerk/Coordinator of Planning.

Moved by P. Gilliland

Seconded by D. Randell

Motion #21 That the appointment of Tracy Barclay as administrative assistant, Clerk's Department be confirmed.

CARRIED

CAO'S REPORT:

Mr. Rodey advised of a need for an In-Camera discussion on property and personnel issues.

MOTIONS:

Moved by J. Agar

Seconded by P. Carswell-Alexander

Motion #22 That St. Clair Township Council supports the appointment of Tracy Barclay as a Commissioner of Oaths.

CARRIED

Moved by D. Randell

Seconded by P. Gilliland

Motion #23 That St. Clair Township Council supports the appointment as a Deputy Registrar for Tracy Barclay and Cathy McMillan.

CARRIED

COUNCILLORS' REPORTS:

Pete Gilliland

The Deputy Mayor advised of what could be a curb cut on the St. Clair Parkway that could have been possibly done without the Township's involvement. In response to the Deputy Mayor's question the Deputy Clerk advised that the Township's typical fee for curb cut is \$50 per metre.

Steve Miller

Councillor Miller attended the recent annual general meeting of the Port Lambton Community Hall Board at which time new members are solicited. Also, a fund raising effort is continuing for the construction of a small gazebo to service the Community Hall.

Darrell Randell

Councillor Randell attended the recent annual general meeting of the Wilkesport Community Centre Board at which time all members of the board were reappointed. Councillor Randell also led Council in a discussion of a recent complaint regarding the housing of livestock in Wilkesport. Council asked staff to initiate the direction given by Council in July 2013 relative to the livestock issue by way of prosecution with the possible court ordered prohibition for the continuance of the livestock activity.

Pat Carswell-Alexander

Councillor Carswell-Alexander advised of receiving a complaint from a resident regarding a fox running at large along the St. Clair Parkway.

Steve Arnold

Mayor Arnold attended a 90th birthday celebration, several church dinners and a meeting with developers in Sombra as well as representatives from Shell. Mayor Arnold attended with the Director of Community Service a meeting with the Shell Health Centre in Corunna to discuss possible building renovations to accommodate doctors in this location. Mayor Arnold as well attended with the Fire Chief the Fire Chief's Trade Show in Toronto at which time the Mayor was given a demonstration of a new aerial fire truck. The Mayor also received a complaint from a Corunna resident regarding the use of the park across from Sir John Moore School as a leash-free dog park and as well, dust from the developing areas in Paddock Green. The Deputy Clerk was asked to address these complaints.

Moved by S. Miller

Seconded by D. Randell

Motion #24 That the meeting enter an In-Camera session to discuss personnel, property and legal issues. The meeting returned to order.

Moved by S. Miller

Seconded by D. Randell

Motion #25 That the draft letter of intent dated February 28, 2014 between the Township and Clean Harbors as a framework for a new community host agreement between the Municipality and Clean Harbors be accepted in principle.

CARRIED

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

Motion #26 That the Offer of Purchase & Sale for a possible sale to Southwest AG Partners for a 17 acre parcel in the Township's industrial park and an offer to purchase for an additional 32 acres be approved and endorsed by the appropriate Township officials.

CARRIED

The Clerk reminded Council that this was his last official meeting in his current capacity and he thanked members of Council, both present and past, and fellow staff members both present and past, for the cooperation and friendship he has received and expressed his appreciation in his ability to be of help to his community and fellow citizens. On behalf of Council, the Mayor thanked the Clerk for his years of dedicated service and wished him well in his future endeavours.

Moved by S. Miller

Seconded by D. Randell

Motion #27 That this meeting of Council do hereby adjourn.

CARRIED

The meeting adjourned at 9:00 pm.

MAYOR

CLERK