

**ST. CLAIR TOWNSHIP  
COUNCIL MINUTES  
SESSION # 14**

St. Clair Civic Centre  
Council Chambers  
August 11, 2014  
5:00 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	“
	J. DeGurse	“
Staff:	J. Rodey	CAO
	J. Baranek	Clerk/ Deputy CAO
	J. DeMars	Deputy Clerk/ Consultant

**TOWNSHIP OF ST. CLAIR  
COUNCIL AGENDA**

St. Clair Township Civic Centre  
August 11, 2014  
5:00 p.m.

**Declaration of Conflict of Interest:**

**Adopt Minutes:**

Regular Council – Session #13 – July 14, 2014  
Finance & Administration Minutes – July 14, 2014  
Public Works & Operations Minutes – July 14, 2014

**Business Arising from the Minutes:**

**DEPUTATIONS AND APPOINTMENTS:**

**CORRESPONDENCE:**

- a) McDonald Park Safety – Karen Boudreau
- b) Temporary Trailer Request – 1188 Kimball Road
- c) Livestock Compensation – Chad Anderson
- d) Sombra Optimist – Special Occasion Permit
- e) Stop sign request – Murray & Beckwith Streets
- f) SCRCA – Annual General Meeting Location
- g) Livestock Compensation – Chad Anderson
- h) Girl Guides of Canada – Street Closure Request
- i) Property Standards – 1962 Plank Road
- j) Humane Society – Tag Days Request
- k) 48 Milton Street – Unsafe Order
- l) Sandro Natili – Trapping Permission

**INFORMATION:**

- 1) Lambton Farm Safety Minutes
- 2) Clean Harbors – EA Process
- 3) Halton Region – Protection of Public Participation
- 4) Heritage St. Clair – Minutes June 18, 2014
- 5) MTCS – Ontario Sport & Recreation Communities Fund Grant
- 6) Canada Post – Hours of Operation Reduction
- 7) County of Lambton – Plumbing Permits June 2014
- 8) Stewardship Ontario – Blue box recycling funding
- 9) Remt Kennema - Special Occasion Permits
- 10) St. Clair River Trail - Invitation
- 11) Clean Harbors – Community Advisory Committee Minutes
- 12) Brigden Community Fest –Car & Tractor Display
- 13) Brigden Legion – Red Friday Rally
- 14) Ontario Municipal Board – BFE development
- 15) Thank you – Butt family

**DRAINS:**

By-law #19 of 2014, 3<sup>rd</sup> reading – Buckingham Drainage Works Reassessment

**REPORTS OF COMMITTEES AND OFFICERS:**

Barry Uitvlugt, Senior Planner  
- Site Plan Agreement Amendment – Terra International Inc./CF Industries  
- H.D. Industries – 480 Polymoore Drive

**DEPUTY TREASURER/COORDINATOR OF ACCOUNTING:**

- Tax levy resolution

**DEPUTY CLERK/COORDINATOR OF PLANNING:**

- Request for Temporary trailer agreement – Allerion Oilfield Services  
- Request for Temporary Trailer – Tim Horton’s site  
- Request for Temporary Trailer – 1188 Kimball Road  
- Request for Temporary Trailer – Suncor St. Clair Ethanol Plant  
- Request for Conditional Building Permit – 161 Bickford Line (Terra International Inc. Site)

**CLERK'S REPORT:**

- MX School & Lodging – 1617 Courtright Line  
- Noise by-law discussion

**CAO'S REPORT:**

**MOTIONS:**

- Recommendations from August 11, 2014 – Finance & Administration and Public Works & Operations Committees

**BY-LAWS:**

38 of 2014 – Temporary Trailer Agreement – 535 Rokeby Line (Suncor Ethanol)  
39 of 2014 – Appointment – By-law Enforcement Officers  
40 of 2014 – Site Plan Agreement – Tim Horton’s Trailer Agreement (Repeal By-law 33 of 2014)

Council Meeting  
August 11, 2014

- 41 of 2014 – Temporary Trailer Agreement – 1188 Kimball Rd.
- 42 of 2014 – Site Plan Amendment – 161 Bickford Line (CF Industries)
- 43 of 2014 – Temporary Trailer Agreement – 496 Polymoore Drive (Allerion)
- 44 of 2014 – Noise By-law
- 45 of 2014 – Conditional Building Permit Agreement – 161 Bickford Line (CF Industries)
- 46 of 2014 – Site Plan Amendment – 480 Polymoore Dr. (H.D. Industries)
- 47 of 2014 – Sewer & Water Use Agreement – Eastern Power

**COUNCILLORS' REPORTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**UPCOMING MEETINGS:**

- Regular Council – Tuesday, September 2, 2014 – 6:30 p.m.??
- Committee of the Whole – Monday, September 15, 2014 – 3:00 p.m.
- Regular Council – Monday, September 15, 2014 – 5:00 p.m. (after C.O.W.)

**In Camera**

- property, legal & personnel

**ADJOURNMENT:**

The Mayor called the meeting to order at 5:00 p.m. and asked members of Council to declare any possible conflicts of interest at the appropriate time.

None declared.

**ADOPT MINUTES:**

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

Moved by P. Gilliland

Seconded by S. Miller

**Motion #1** That the Minutes from the Council meeting held July 14, 2014 – Session #13 be received and accepted as printed.

**CARRIED**

Moved by S. Miller

Seconded by D. Randell

**Motion #2** That the Minutes from the Finance & Administration meeting held July 14, 2014 be received and accepted as printed.

**CARRIED**

Moved by D. Randell

Seconded by P. Gilliland

**Motion #3** That the Minutes from the Public Works meeting held July 14, 2014 be received and accepted as corrected.

**CARRIED**

**CORRESPONDENCE:**

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

Council Meeting  
August 11, 2014

Moved by S. Miller

Seconded by D. Randell

**Motion #4** That the letter submitted by Karen Boudreau related to children's safety at McDonald Park in Port Lambton be sent to staff for review and a report be sent back to council for consideration.

**CARRIED**

Moved by D. Randell

Seconded by P. Gilliland

**Motion #5** That the livestock values claims in the amounts of \$787.50 dated July 12, 2014 and \$787.50 dated July 17, 2014, in favour of Chad Anderson, be approved and accepted for payment with possible compensation under the provincial wild life damage compensation fund.

**CARRIED**

Moved by P. Gilliland

Seconded by S. Miller

**Motion #6** That permission be granted to The Sombra Optimist Club to establish a refreshment tent at VanDamme Park on August 29<sup>th</sup>, 30<sup>th</sup>, 31<sup>st</sup> and September 1<sup>st</sup>, 2014, subject to the Township's Alcohol Management Policy.

**CARRIED**

Moved by J. Agar

Seconded by P. Carswell-Alexander

**Motion #7** That the stop sign request submitted by Jeremy Morningstar for the corner of Murray and Beckwith Streets be sent to staff to produce a report for council's consideration.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by J. Agar

**Motion #8** That the request from the St. Clair Region Conservation Authority to host their general meeting within St. Clair Township be approved for the Courtright Community Hall on February 19, 2015, subject to the availability of the facility.

**CARRIED**

Moved by P. Gilliland

Seconded by S. Miller

**Motion #9** That permission be granted for a street closure of Water Street from King Street to Smith Street on September 27, 2014, from 8:30 a.m. to 4:00 p.m. as requested by the Girl Guides of Canada as a safe zone for their International River Crossing event subject to the notification of all neighbours.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

**Motion #10** That the written Property Standards complaint dated July 16, 2014, with regard to 1962 Plank Road be forwarded to the property standards officer.

**CARRIED**

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

**Motion #11** That permission be granted to conduct "Strays in the Streets - Tag Days" in the municipality on September 5<sup>th</sup> & 6<sup>th</sup>, 2014, as requested by the Sarnia & District Humane Society.

**CARRIED**

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

**Motion #12** That permission be granted to the Property Standards Officer, Kelly Bedard, to proceed with the clean-up efforts at 48 Milton Street.

**CARRIED**

Moved by J. DeGurse

Seconded by P. Carswell-Alexander

**Motion #13** That it be recommended to Council that permission for muskrat trapping in the municipality for the 2014/15 season be granted to all qualified trappers who were approved for the 2013-2014 trapping season provided that they provide proof of insurance and license.

**CARRIED**

Moved by S. Miller

Seconded by P. Gilliland

**Motion #14** That Council accept the following items of correspondence as per Council's direction:

- a) McDonald Park Safety – Karen Boudreau
- b) Temporary Trailer Request – 1188 Kimball Road
- c) Livestock Compensation – Chad Anderson
- d) Sombra Optimist – Special Occasion Permit
- e) Stop sign request – Murray & Beckwith Streets
- f) SCRCA – Annual General Meeting Location
- g) Livestock Compensation – Chad Anderson
- h) Girl Guides of Canada – Street Closure Request
- i) Property Standards – 1962 Plank Road
- j) Humane Society – Tag Days Request
- k) 48 Milton Street – Unsafe Order
- l) Sandro Natili – Trapping Permission

**CARRIED**

**INFORMATION:**

Moved by P. Carswell-Alexander

Seconded by J. Agar

**Motion #15** That notices be sent out to those property owners in Froomfield who have not yet connected to the sanitary sewer encouraging them to connect prior to the deadline of September 5, 2014.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by J. DeGurse

**Motion #16** That the following items of information be dealt with as per Council's instructions for items identified as agenda items #1 thru 15:

- 1) Lambton Farm Safety Minutes
- 2) Clean Harbors – EA Process
- 3) Halton Region – Protection of Public Participation
- 4) Heritage St. Clair – Minutes June 18, 2014
- 5) MTCS – Ontario Sport & Recreation Communities Fund Grant
- 6) Canada Post – Hours of Operation Reduction
- 7) County of Lambton – Plumbing Permits June 2014
- 8) Stewardship Ontario – Blue box recycling funding
- 9) Remt Kennema - Special Occasion Permits
- 10) St. Clair River Trail - Invitation
- 11) Clean Harbors – Community Advisory Committee Minutes
- 12) Brigden Community Fest –Car & Tractor Display
- 13) Brigden Legion – Red Friday Rally
- 14) Ontario Municipal Board – BFE development
- 15) Thank you – Butt family

**CARRIED**

**DRAINS:**

Moved by P. Gilliland

Seconded by D. Randell

**Motion #17** That Drainage By-law #19 of 2014, being a by-law to amend Drainage By-law #15 of 2014 for the Buckingham Drainage Works Reassessment 2014 in the Township of St. Clair be given the final reading and signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

**CARRIED**

**REPORTS OF COMMITTEES AND OFFICERS:**

Moved by J. Agar

Seconded by P. Carswell-Alexander

**Motion #18** That the report of George Lozon – Deputy Treasurer/Coordinator of Accounting dated July 31, 2014 be received and all of its recommendations be approved.

**CARRIED**

Moved by D. Randell

Seconded by P. Carswell-Alexander

**Motion #19** That the report from Senior Planner - Barry Uitvlugt dated August 5, 2014 be received and that approval be given in principle to the site plan agreement amendment for CF Industries permitting the erection of a new process building and give the execution by-law all three readings.

**CARRIED**

Moved by P. Gilliland

Seconded by J. Agar

**Motion #20** That the report from Senior Planner - Barry Uitvlugt dated July 30, 2014 related to H.D. Industries site plan amendment be received and that approval be given to expand an office building on site at 480 Polymoore Drive and that the execution by-law be given all three readings.

**CARRIED**

**DEPUTY CLERK/COORDINATOR OF PLANNING:**

Moved by J. Agar

Seconded by P. Carswell-Alexander

**Motion #21** That it be recommended to Council that the following reports of Carlie McClemens – Deputy Clerk/Coordinator of Planning be received as information:

- 1) Temporary trailer agreement – Allerion Oilfield Services
- 2) Temporary trailer agreement – Tim Horton's
- 3) Temporary trailer agreement – 1188 Kimball Road
- 4) Temporary trailer agreement – Suncor St. Clair Ethanol Plant
- 5) Conditional Building Permit – 161 Bickford Line (Terra International Inc. site)

**CARRIED**

Moved by J. Agar

Seconded by P. Gilliland

**Motion #22** That the report by Carlie McClemens - Deputy Clerk/Coordinator of Planning, dated July 31, 2014 be received and that By-law 43 of 2014, being a by-law to execute an Agreement with Allerion Oilfield Services, be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.

**CARRIED**

Moved by P. Gilliland

Seconded by D. Randell

**Motion #23** That the report by Carlie McClemens - Deputy Clerk/Coordinator of Planning, dated August 6, 2014 be received and that By-law 40 of 2014, being a by-law to Repeal By-law 33 of 2014 and to execute an Agreement with Mr. Beg Holdings Inc., be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.

**CARRIED**

Moved by S. Miller

Seconded by J. DeGurse

**Motion #24** That the report by Carlie McClemens - Deputy Clerk/Coordinator of Planning, dated August 6, 2014, be received and that By-law 41 of 2014, being a by-law to execute an Agreement with Israa Khalifa, be tabled until the proponent provides more information on what the remainder of the building will be used for, how the connection will be made from the trailer to the septic system, and the size of the water service is confirmed.

**TABLED**

Moved by J. Agar

Seconded by S. Miller

**Motion #25** That the report by Carlie McClemens - Deputy Clerk/Coordinator of Planning, dated August 6, 2014 be received and that By-law 38 of 2014, being a by-law to execute an

Council Meeting  
August 11, 2014

Agreement with Suncor Energy Products Inc., be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.

**CARRIED**

Moved by P. Carswell-Alexander

Seconded by D. Randell

**Motion #26** That the report by Carlie McClemens - Deputy Clerk/Coordinator of Planning, dated August 7, 2014 be received and that By-law 45 of 2014, being a by-law to execute an Agreement with Terra International (Canada) Inc., be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.

**CARRIED**

**CLERK'S REPORT:**

Moved by P. Carswell-Alexander

Seconded by P. Gilliland

**Motion #27** That the report of Jeff Baranek – Clerk dated August 6, 2014 with regard to MX School and Lodging – 1617 Courtright Line be received with the recommendation that staff request a meeting with the owners of the above noted property and that all operations that are not permitted within the current zone cease until such time as an Official Plan Amendment and Zoning By-law Amendment are formally obtained.

**CARRIED**

Moved by J. Agar

Seconded by D. Randell

**Motion #28** That the report of Jeff Baranek – Clerk dated August 7, 2014 with regard to Noise By-law be accepted and that By-law 44 of 2014, being a noise by-law, be tabled to allow the Clerk to make amendments resulting from research on enforcement methods.

**TABLED**

**CAO'S REPORT:**

CAO John Rodey informed Council that he had personnel and legal items to discuss in-camera.

**MOTIONS:**

Moved by J. Agar

Seconded by J. DeGurse

**Motion #29** That the recommendations from August 11, 2014 – Finance & Administration and Public Works & Operations Committees be received and approved.

**CARRIED**

**BY-LAWS:**

Moved by P. Carswell-Alexander

Seconded by J. Agar

**Motion #30** That By-laws 38, 39, 40, 42, 43, 45, 46, and 47 receive all three readings and that the Mayor and Clerk be authorized to execute appurtenant agreements and be thereby passed:

- 38 of 2014 – Temporary Trailer Agreement – 535 Rokeby Line (Suncor Ethanol)
- 39 of 2014 – Appointment – By-law Enforcement Officers
- 40 of 2014 – Site Plan Agreement – Tim Horton's Trailer Agreement (Repeal By-law 33 of 2014)
- 42 of 2014 – Site Plan Amendment – 161 Bickford Line (CF Industries)
- 43 of 2014 – Temporary Trailer Agreement – 496 Polymoore Drive (Allerion)
- 45 of 2014 – Conditional Building Permit Agreement – 161 Bickford Line (CF Industries)
- 46 of 2014 – Site Plan Amendment – 480 Polymoore Dr. (H.D. Industries)
- 47 of 2014 – Sewer & Water Use Agreement – Eastern Power

**CARRIED**

- 41 of 2014 – Temporary Trailer Agreement – 1188 Kimball Rd. [tabled]
- 44 of 2014 – Noise By-law [tabled]

**COUNCILLORS' REPORTS:**

**Deputy Mayor Gilliland:**

Deputy Mayor Gilliland informed Council that many recreational vehicles and boats are parked illegally on township roads and road allowances including boulevards.

Moved by P. Gilliland

Seconded by P. Carswell-Alexander

**Motion #31** That staff be directed to produce a by-law that prohibits the parking of recreational vehicles, trailers, and boats on township boulevards and have it brought to the next meeting of Council for their consideration.

**CARRIED**

**Councillor Miller:**

Councillor Miller informed Council that he attended the Q105 event at the Sombra Museum and was thoroughly impressed by the program.

He continued by asking staff to investigate a vendor's vehicle illegally parked at 156 King Street in Sombra.

Councillor Miller informed Council he would not be in attendance for the next meeting of Council on September 2, 2014.

**Councillor Randall:**

Councillor Randell informed Council of the Woodlot Tour this Thursday August 14, 2014, being put on by the St. Clair Region Conservation Authority in the township. He then invited everyone in attendance to a celebration for the delisting of a Beneficial Use Impairment on the St. Clair River stating the aesthetics have greatly improved. The celebration will be on the Duc D'Orleans and more information would be forthcoming.

**Councillor Agar:**

Councilor Agar stated that Captain Kidd Festival was a great success and was very well attended. He thanked the event's coordinators on a job well done.

**Councillor Carswell-Alexander**

Councillor Carswell-Alexander asked staff for a property standards status update for the next Committee of the Whole meeting.

Councillor Carswell-Alexander continued by thanking everyone for their thoughts and condolences during the difficult time surrounding the recent passing of her father.

**Councillor DeGurse**

Councillor DeGurse reflected the thoughts of Councillor Agar in thanking the organizers of Captain Kidd's for a job well done. He informed Council that no noise complaints had been made that he was aware of.

**Mayor Arnold**

Mayor Arnold has attended many various events throughout the Township since the last meeting of Council and brought greetings on their behalf.

He informed Council that he met with potential investors for the project at Brander Park that will see a splash pad and pavilion erected. He continued by informing Council that he met with representatives from Cogeco in his continued effort to bring affordable and effective high speed internet to residents of the Township. He stated he will be continuing these efforts to hopefully bring 1 gig of transfer speed to the residents of St. Clair Township.



Council Meeting  
August 11, 2014

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**UPCOMING MEETINGS:**

Regular Council – Tuesday, September 2, 2014 – 6:30 p.m.  
Committee of the Whole – Monday, September 15, 2014 – 3:00 p.m.  
Regular Council – Monday, September 15, 2014 – 5:00 p.m. (after C.O.W.)

**IN-CAMERA:**

Moved by J. DeGurse

Seconded by S. Miller

**Motion #32** That the meeting enter into an in-camera session to discuss personnel and legal matters at 6:35 p.m.

**CARRIED**

The Mayor declared the meeting back into open session at 6:50 p.m. Seeing there was no further and no new business to discuss, the Mayor called for a motion to adjourn.

Moved by S. Miller

Seconded by D. Randell

**Motion #33** That the meeting of Council hereby adjourn.

**CARRIED**

The meeting adjourned at 6:55 pm.

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MAYOR

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CLERK