

TOWNSHIP OF ST. CLAIR

COUNCIL MINUTES

SESSION #22

St. Clair Township Civic Centre
November 20, 2017
6:30 p.m.

A Regular Meeting of Council was held Monday, November 20, 2017 at the Council Chambers in Mooretown at 6:30 p.m. with the following people present:

S. Arnold	Mayor
P. Gilliland	Deputy Mayor
J. Agar	Councillor
J. De Gurse	“
D. Randell	“
T. Kingston	“
S. Miller	Councillor

Staff:	J. Rodey	CAO
	J. Baranek	Clerk

COUNCIL AGENDA

SESSION #22

Declaration of Conflict of Interest:

Minutes:

Regular Council Meeting – Session #21 – November 6, 2017
Finance & Administration Meeting – November 14, 2017
Public Works & Operations Meeting – November 14, 2017
Lambton Group Police Services Board Meeting – September 20, 2017
Emergency Services Committee Meeting – October 10, 2017
Corunna Community Safety Committee Meeting – November 7, 2017
Heritage St. Clair Committee Meeting – September 20, 2017

Business Arising from the Minutes:

DEPUTATIONS AND APPOINTMENTS:

6:45 p.m. – Brenda Coulombe – Property Standards Concerns
7:00 p.m. - Port Lambton Athletic Association - Jeremy VanRuybeke

CORRESPONDENCE:

- 1) Property Standards – 348 Cameron St., Unit #88
- 2) Property Standards – 935 St. Clair Parkway
- 3) Project Safe Trade – Petrolia OPP
- 4) Royal Canadian Legion – 5th Military Service Recognition Book

INFORMATION:

- a) MMA – Minister Mauro – Memo Bill 148
- b) Enbridge Line 5 Update
- c) OPP EZ Stat – Bentinck & Hill Street

DRAINS:

- Drainage By-law No. 24 of 2017, being a by-law to amend Drainage By-Law No. 22 of 2017 for reassessment of the Allingham Drain, be given the necessary readings and signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.
- Drainage By-law No. 25 of 2017, being a by-law to amend Drainage By-Law No. 21 of 2017 for reassessment of the Brown Drain, be given the necessary readings and signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

REPORTS OF COMMITTEES AND OFFICERS:

SENIOR PLANNER'S REPORTS:

- St. Clair Community Church – 3454 John Street, Sombra - Site Plan/Development Agreement
- Biox Canada Limited Site Plan – 224 West Holt Line, Sombra
- Branton Cundick Park – 65 West Wilkesport Line, Sombra – Possible Retirement Village Addendum

COORDINATOR OF ENGINEERING'S REPORTS:

- Holt Line over West Otter Creek Bridge Replacement
- French Line over Browning Drain Culvert Replacement
- 2017 Trenchless Sanitary Sewer Repairs

COORDINATOR OF OPERATIONS' (WORKS) REPORT:

- Municipal Dock Use Agreement

DIRECTOR OF COMMUNITY SERVICES REPORTS:

- McDonald Park Concession Building Renovation
- Moore Sports Complex Sound System

CLERK'S REPORTS:

CAO'S REPORT:

MOTIONS:

- That the recommendations from November 14, 2017 – Finance & Administration and Public Works & Operations Committee meetings be received and approved.

BY-LAWS:

- 56 of 2017 – Site Plan Agreement Amendment – Biox Canada Ltd. – 224 West Holt Line

COUNCILLORS' REPORTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

UPCOMING MEETINGS:

- Good Neighbours Reception – Monday, December 4, 2017 ~ 6:00 p.m.
- Regular Council – Monday, December 4, 2017 ~ 6:30 p.m.
- Committee of the Whole – Monday, December 11, 2017 ~ 3:00 p.m.
- Capital Budget Meeting – Thursday, December 14 ~ 5:00 p.m.

- Regular Council – Monday, December 18, 2017 ~ 6:30 p.m.
- Regular Council – Tuesday, January 2, 2018 - TBD

In Camera:

- 239 (2) (b) – Personal Matters about an identifiable individual
- 239 (2) (c) – Proposed Sale of a residential lot owned by the Township

ADJOURNMENT:

At the appointed time of 6:30 p.m. Mayor Arnold declared the meeting open and asked members of Council to declare any pecuniary interest at the appropriate time.

MINUTES:

Moved by D. Randell

Seconded by J. Agar

Motion #1 That the Minutes from the Council meeting held Session #21 – November 6, 2017 be received and approved as corrected.

CARRIED

Moved by J. Agar

Seconded by D. Randell

Motion #2 That the Minutes from the Finance & Administration and the Public Works & Operations meetings held November 14, 2017 be received and accepted as printed.

CARRIED

Moved by D. Randell

Seconded by J. Agar

Motion #3 That the Minutes from the following meetings be received and accepted as printed:

- Lambton Group Police Services Board Meeting – September 20, 2017
- Emergency Services Committee Meeting – October 10, 2017
- Corunna Community Safety Committee Meeting – November 7, 2017
- Heritage St. Clair Committee Meeting – September 20, 2017

CARRIED

DEPUTATIONS AND APPOINTMENTS:

6:45 p.m. – Brenda Coulombe – Property Standards Concerns

At the appointed time of 6:45 p.m. Mayor Arnold welcomed Brenda Coulombe, owner of 156 King Street in Sombra, to come forward and make her presentation.

Mrs. Coulombe advised Council that she was not aware of the original property standards letter sent to her property. Clerk - Jeff Baranek advised that he agreed to send a second letter with an extended deadline of November 10, 2017 when he was notified that the first was not received. Ms. Coulombe further advised Council that a lot of the non-compliance items identified by the letter were caused by a storm and have since been corrected: broken umbrellas and damaged fence sections.

Mrs. Coulombe explained that she had built a 6 foot by 14 foot shed intentionally to fall below the Ontario Building Code (OBC) square foot threshold beyond which a permit is required. Building Inspector - Duane McKay responded to a complaint about construction without a permit and confirmed that the size did not trigger a building permit however, he noted that the building did not meet lot line setbacks and was too close to the main building on-site. While on-site, Mr. McKay also noted an anchored trailer being used as a kitchen which was also situated too close to the main building thereby violating fire separation requirements.

Clerk - Jeff Baranek suggested two options to bring the two out-buildings into compliance: move them to comply with setbacks or apply for a minor variance.

Mrs. Coulombe stated that Duane had asked them to move the trailer to comply with required separation distances and that its current location complies with the OBC. Mr. Baranek advised Council that Mr. McKay currently believes the buildings remain in non-compliance. Mrs. Coulombe stated that she would contact Mr. McKay for a subsequent inspection.

Mrs. Coulombe concluded by stating that the trailer parked on the boulevard that was identified in the letter has been removed but, will continue to appear sporadically while continued lawn maintenance is undertaken.

Mayor Arnold encouraged her to continue to work towards compliance and to contact the Building Department for inspections.

7:00 p.m. - Port Lambton Athletic Association - Jeremy VanRuymbeke

At the appointed time of 7:00 p.m. Mayor Arnold welcomed Jeremy VanRuymbeke of the Port Lambton Athletic Association to come forward to make his presentation related to the concession building within McDonald Park in Port Lambton.

Mr. VanRuymbeke advised Council that the subject building in McDonald Park is in dire disrepair. The building is the sole storage area for all athletics within the park and acts as the major point-of-sale throughout the Port Lambton Gala Days (being the major fund raiser for local sports leagues and facilities each season).

Among the necessary upgrades were: a new support post for the pavilion, resulting in a need for a larger canteen window with a ledge, a new water fountain, double doors to the storage area, removal of existing plumbing to maximize floor space and eliminate water damage potential and a new roof. Mr. VanRuymbeke estimated that the cost for all of the proposed renovations to be \$43,000 but, admitted to some of the estimates being done on his own as he had not received actual quotes prior to the presentation. He advised that the volunteers on the board would undertake all labour that is permitted and would like to get to the project as soon as possible to ensure limited interruption for next season and eliminate any impact on Gala Days 2018. The Association is also prepared to purchase standing freezers on their own.

Councillor Randell received confirmation that the most recently installed washrooms are compliant with the Accessibility for Ontarians with Disabilities Act with the installation of some grab bars which would be a part of this project.

Deputy Mayor Gilliland advised he would support the renovations and commended the association for the continued work they put towards the parks and its programs.

Moved by P. Gilliland

Seconded by S. Miller

Motion #4 That the Township of St. Clair financially support renovations to the storage/concession building at McDonald Park in Port Lambton to a maximum of \$50,000 to be funded by the Education and Environment Fund and that the Port Lambton Athletic Association work in conjunction with the Director of Community Services on its design.

CARRIED

CORRESPONDENCE:

Moved by P. Gilliland

Seconded by J. Agar

Motion #5 That Council accepts the following items of correspondence as per Council's direction:

- 1) Property Standards – 348 Cameron St., Unit #88
- 2) Property Standards – 935 St. Clair Parkway
- 3) Project Safe Trade – Petrolia OPP
- 4) Royal Canadian Legion – 5th Military Service Recognition Book

CARRIED

Moved by T. Kingston

Seconded by S. Miller

Motion #6 That the Property Standards Complaint received from the tenant of Unit #88 at 348 Cameron Street be referred to staff for investigation.

CARRIED

Moved by P. Gilliland

Seconded by T. Kingston

Motion #7 That the Property Standards Complaint submitted for the property known as 935 St. Clair Parkway be referred to staff for investigation.

CARRIED

Moved by P. Gilliland

Seconded by S. Miller

Motion #8 That the Township of St. Clair supports the local OPP's "Project Safe Trade" initiative and that two parking spaces at the Emergency Services Building in Corunna be dedicated to the project with staff being directed to both paint and demarcate the parking spaces accordingly.

CARRIED

Moved by J. Agar

Seconded by P. Gilliland

Motion #9 That the Township of St. Clair support the Military Service Recognition Book for 2018 by purchasing a full page colour advertisement for next year's edition of the book in the amount of \$1,675 (including HST) to be funded by the Education and Environment Fund.

CARRIED

INFORMATION:

Moved by J. Agar

Seconded by P. Gilliland

Motion #10 That the following items of information be dealt with as per Council's instructions for items identified as agenda items a) thru c):

- a) MMA – Minister Mauro – Memo Bill 148
- b) Enbridge Line 5 Update
- c) OPP EZ Stat – Bentinck & Hill Street

CARRIED

DRAINS:

Moved by T. Kingston

Seconded by D. Randell

Motion #11 That Drainage By-law No. 24 of 2017, being a by-law to amend Drainage By-Law No. 22 of 2017 for reassessment of the Allingham Drain, be given the necessary readings and signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

CARRIED

Moved by S. Miller

Seconded by J. De Gurse

Motion #12 That Drainage By-law No. 25 of 2017, being a by-law to amend Drainage By-Law No. 21 of 2017 for reassessment of the Brown Drain, 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:

SENIOR PLANNER'S REPORTS:

Moved by P. Gilliland

Seconded by J. Agar

Motion #13 That the St. Clair Community Church report submitted by Barry Uitvlugt – Senior Planner dated November 14, 2017 be received as information and that Council give approval to the Site Plan/Development Agreement for a redevelopment of a new St. Clair Community Church and its associated expanded parking area; and Mayor & Clerk be authorized to sign the corresponding by-law.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #14 That the requirement of financial securities for the site plan development at the St. Clair Community Church be waived.

CARRIED

Moved by J. Agar

Seconded by P. Gilliland

Motion #15 That the Biox Canada Ltd. Site Plan report submitted by Barry Uitvlugt – Senior Planner dated November 14, 2017 be received as information.

CARRIED

Moved by D. Randell

Seconded by P. Gilliland

Motion #16 That the site plan for Biox Canada Ltd. located at 224 West Holt Line be approved subject to the Owners agreeing to enter into a Fire Service Agreement prior to initiating the plant's production.

CARRIED

Moved by P. Gilliland

Seconded by J. Agar

Motion #17 That the addendum report submitted by Barry Uitvlugt – Senior Planner dated November 16, 2017 with regard to Possible Retirement Village – Branton Cundick Park, 65 West Wilkesport Line, Sombra, be received as information.

CARRIED

COORDINATOR OF ENGINEERING'S REPORTS:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #18 That Council receive the report of Paul daSilva – Coordinator of Engineering dated November 15, 2017 with regard to Holt Line over West Otter Creek Bridge Replacement as information and that the following recommendations be approved:

1. That the tender submitted by Murray Mill Excavating Ltd. in the amount of \$298,460.05 net HST be approved and that the Mayor and Clerk be authorized to sign the contract and other related documents;
2. That the water main lowering component of the contract be financed from water reserves in the amount of \$15,000.

CARRIED

Moved by J. De Gurse

Seconded by T. Kingston

Motion #19 That Council receive the report of Paul daSilva – Coordinator of Engineering dated November 15, 2017 with regard to French Line over Browning Drain Culvert Replacement as information and that the following recommendations be approved:

1. That the tender submitted by BF Environmental in the amount of \$50,840.15 net HST be approved and that the Mayor and Clerk be authorized to sign the contract and other related documents;
2. That an additional \$20,000 be allocated to the project, being funds from the Pretty Road culvert replacement budget.

CARRIED

Moved by T. Kingston

Seconded by J. De Gurse

Motion #20 That Council receive the report of Paul daSilva – Coordinator of Engineering dated November 15, 2017 with regard to 2017 Trenchless Sanitary Sewer Repairs as information and that the tender submitted by Onsite Sewer Services in the amount of \$211,355.52 net HST be approved and that the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

COORDINATOR OF OPERATIONS' (WORKS) REPORT:

Moved by T. Kingston

Seconded by S. Miller

Motion #21 That the report of David Neely – Coordinator of Operations (Works) dated November 15, 2017 be received and that renewal of the Municipal Dock Use Agreement between St. Clair Township and Southwestern Sales Corporation Ltd. for the rental of the Township owned stone dock south of Sombra be approved and that the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

DIRECTOR OF COMMUNITY SERVICES' REPORTS:

Moved by T. Kingston

Seconded by J. De Gurse

Motion #22 That the report of Linda Kennedy – Director of Community Services dated November 15, 2017 with regard to the McDonald Park Concession Building Renovation be received as information.

CARRIED

Moved by S. Miller

Seconded by T. Kingston

Motion #23 That the report of Linda Kennedy – Director of Community Services dated November 15, 2017 with regard to the Moore Sports Complex Sound System be received and that Council approve the amount of \$23,639 plus HST to upgrade the Moore Sports Complex sound system plus the cost of a lift device to be financed from the Education & Environment Fund.

CARRIED

CLERK'S REPORT:

Moved by D. Randell

Seconded by P. Gilliland

Motion #24 That an exception be made to allow for a third dog tag to permit a second service animal in the dwelling at 197 Fane Street in Corunna.

CARRIED

MOTIONS:

Moved by T. Kingston

Seconded by S. Miller

Motion #25 That the recommendations from the November 14, 2017 – Finance & Administration and Public Works & Operations Committee meetings be received and approved.

CARRIED

BY-LAWS:

Moved by S. Miller

Seconded by T. Kingston

Motion #26 That By-law 56 being a Site Plan Agreement Amendment – Biox Canada Ltd. – 224 West Holt Line receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

CARRIED

COUNCILLORS' REPORTS:

Deputy Mayor Gilliland

Deputy Mayor Gilliland reported that he attended the Poor Boy Luncheon at the Legion in Corunna on November 16 and the Fire Department Christmas Party on November 18.

Deputy Mayor Gilliland asked for a report on insurance coverage for volunteers who donate time to maintain the St. Clair River Trail and advised that an inquisition is forthcoming related to the installation of a sidewalk on the north side of Beckwith Street.

Moved by P. Gilliland

Seconded by D. Randell

Motion #27 That staff be directed to produce a report on the status of sewer connections in Froomfield and potential actions to force property owners to connect.

CARRIED

Councillor Agar

On behalf of the Township, Councillor Agar presented a wreath at the Brigden Legion on Remembrance Day, attended the Fire Department Christmas Party and the Heritage St. Clair meeting.

Councillor Randell

Councillor Randell advised that he attended the Wilkesport Hall and Sombra Museum meetings, the Court of Revision in Enniskillen for the McKenzie Drain and presented a wreath at the Wallaceburg Legion on Remembrance Day on behalf of the Township.

Councillor Miller

Councillor Miller attended the St. Clair Region Conservation Authority (SCRCA) meeting on November 9, the retirement appreciation night at the Port Lambton Fire Hall and, along with Councillor Randell, presented a wreath at the Wallaceburg Legion on Remembrance Day.

Councillor Kingston

Councillor Kingston attended the Remembrance Day Ceremonies at both Corunna and Aamjiwnaang First Nations as well as the Fire Department Christmas Party.

Councillor De Gurse

Councillor De Gurse attended the Remembrance Day Ceremonies at both Corunna and Aamjiwnaang First Nations, the Fire Department Christmas Party and the Poor Boy Luncheon at the Legion in Corunna.

He advised that Operation Christmas Tree has been initiated for the 2017 season.

Mayor Arnold

Mayor Arnold attended numerous events on behalf of the Township since the last meeting including: the SCRCA meeting, a Ministry of Natural Resources hearing at the CA, Aamjiwnaang First Nations, Brigden and Corunna Legions for Remembrance Day Ceremonies, a Poor Boy Lunch at the Legion in Corunna, Don Wells Retirement Event and the Fire Department Christmas Party.

Mayor Arnold advised that he participated in a television interview with TVO where local industry and its impact was discussed.

He congratulated Russel Struck for 50 years of devoted service to the Township of St. Clair Fire Department at the Brigden Station.

UNFINISHED BUSINESS:

NEW BUSINESS:

Mayor Arnold advised that he received a donation request from the Mooretown Flags that will be considered during budget deliberations and announced that a new formula for the OMPF funding has resulted in an increase of \$440,000 for the 2018 budget.

IN-CAMERA:

Moved by T. Kingston

Seconded by S. Miller

Motion #28 That the meeting enter an in-camera session to discuss the following items:

- 239(2) (b) Personal tax matters about an identifiable individual
- 239(2) (c) Proposed Sale of a residential lot owned by the Township

CARRIED

Council Minutes
November 20, 2017

Mayor Arnold declared the meeting back into open session and asked for any forthcoming motions. Seeing none, it was so moved:

ADJOURNMENT:

Seeing no further business to discuss, it was thereby moved:

Moved by S. Miller

Seconded by D. Randell

Motion #29 That the meeting of Council hereby be adjourned.

CARRIED

The meeting adjourned at 8:15 p.m.

Mayor - Steve Arnold

Clerk – Jeff Baranek