

## TOWNSHIP OF ST. CLAIR

### COUNCIL AGENDA

#### SESSION #3

St. Clair Township Civic Centre  
January 29, 2018  
6:00 p.m.

A Regular Meeting of Council was held Monday, January 29, 2018 at the Council Chambers in Mooretown at 6:00 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

#### **Declaration of Conflict of Interest:**

#### **Minutes:**

Regular Council Meeting – Session #2 – January 15, 2018  
Emergency Services Committee Meeting – January 15, 2018  
Moore Museum Advisory Committee Meeting – January 10, 2018  
Heritage St. Clair Committee Meeting – November 15, 2017

#### **Business Arising from the Minutes:**

#### **DEPUTATIONS AND APPOINTMENTS:**

6:00 p.m. – John Leslie – “In-Camera” – Update on ongoing Litigation with Organix Matters  
6:15 p.m. – Ryan Bell – “In-Camera” – Solicitor advice related to a report of the Ombudsman  
6:45 p.m. – Chuck Lauwereys – Wilkesport Park Washroom/Concession addition

#### **CORRESPONDENCE:**

- 1) Bonnie Johnston – Township Improvements
- 2) Paddock Green Truck Concerns - Tina Irvine
- 3) Enbridge /UG Amalgamation Concern
- 4) Central Lambton Family Health Team – Funding Request
- 5) Sarnia Humane Society – Pound Services 2018
- 6) Moore Agricultural Society – Grant Request

#### **INFORMATION:**

- a) The Lawyer’s Daily – AirBnB Regulations
- b) Notice of Hearing – OMAFRA Appeals Tribunal
- c) MPP Bob Bailey – Funding letter for Sombra Causeway
- d) SCCDSB – New Director of Education
- e) 2017 Final Building Permit Stats
- f) Brigden Library Meeting Highlights
- g) OPG – Hydro Pole Replacement

- h) Minister McGarry – Carillion Canada
- i) Nova – Oversized Loads
- j) Alberta’s Industrial Heartland – Winter Newsletter
- k) Hydro One – Upgrade Protection and Control Equipment
- l) St. Clair River Monitoring Program

**DRAINS:**

- That Drainage By-law #2 of 2018, being a by-law to raise the sum of \$9,098.20 being money expended out of the General Funds of the Township of St. Clair for the expenditures to the Port Lambton Storm Sewer Drain be given the necessary readings and be signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.
- That Drainage By-law #4 of 2018, being a by-law imposing special annual rates upon lands subject to the Tile Drainage Act be given the necessary three readings, signed by the Mayor and Clerk, and the Corporate Seal affixed thereto and finally passed.

**REPORTS OF COMMITTEES AND OFFICERS:**

**SENIOR PLANNER’S REPORTS:**

- CIPG Site Plan – 520 Polymoore Drive
- Parkland Meadows Condominium Site Plan

**DIRECTOR OF COMMUNITY SERVICES’ REPORT:**

- Courtright Waterfront Shoreline Restoration Project

**TREASURER’S REPORTS:**

- Policy change to Vacancy Rebate
- County Debenture for Radio Communication Equipment

**DIRECTOR OF PUBLIC WORKS’ REPORTS:**

- 5 Year Wastewater Capital Plan
- Proposed Wastewater Rate Increase

**DRAINAGE SUPERINTENDENT’S REPORT:**

- Lukey Drain – Nova Private Culvert Entrance

**CLERK’S REPORTS:**

- Lottery Licensing Authority and Procedures
- Joint Compliance and Third Party Advertising Audit Committee
- Surplus Closure – Alley in Port Lambton

**DEPUTY CLERK/COORDINATOR OF PLANNING’S REPORTS:**

- Request for Conditional Building Permit – 520 Polymoore Drive - 2570537 Ontario Inc. (CIPG)
- Information Regarding the Ontario Municipal Board Reform – Bill 139

**CAO’S REPORT:**

- Bill 148

**MOTIONS:**

**BY-LAWS:**

- 5 of 2018 – To Establish & Administer a Joint Compliance Audit Committee (Repeal By-Law 48 of 2014)
- 6 of 2018 – 2570537 Ontario Inc. (CIPG) – Site Plan Agreement – 520 Polymoore Drive
- 7 of 2018 – 2570537 Ontario Inc. (CIPG) – Conditional Building Permit – 520 Polymoore Drive
- 8 of 2018 – 2244718 Ontario Ltd. – Condominium Development/Site Plan Agreement – 205 Fane Street
- 9 of 2017 – Interim Tax By-Law
- 10 of 2018 – To Appoint Members to the Joint Compliance Audit Committee

**COUNCILLORS' REPORTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**UPCOMING MEETINGS:**

- Committee of the Whole – Monday, February 12, 2018 ~ 3:00 p.m.
- Regular Council – Monday, February 19, 2018 ~ 6:30 p.m.
- Regular Council – Monday, March 5, 2018 ~ 6:30 p.m.
- Operating Budget Meeting – Tentative date: Thursday, March 8, 2018 ~ 5:00 p.m.
- Committee of the Whole – Monday, March 12, 2018 ~ 3:00 p.m.
- Regular Council – Monday, March 19, 2018 ~ 6:30 p.m.

**In Camera:**

- 239 (2) (h) Review of a Preliminary Report of the Ombudsman
- 239 (2) (f) Solicitor advice related to ongoing litigation with Organix Matters

**ADJOURNMENT:**

---

Mayor Arnold called the meeting to order at 6:00 p.m. and asked members of Council to declare any possible conflicts of interest at the appropriate time.

None declared.

**ADOPT MINUTES:**

Moved by D. Randell

Seconded by J. Agar

**Motion #1** Be it resolved that the Minutes from Council Session #2 held January 15, 2018 be received and accepted as printed.

**CARRIED**

Moved by J. Agar

Seconded by D. Randell

**Motion #2** Be it resolved that the Minutes from the Emergency Services Committee Meeting held January 15, 2018 be received and accepted as printed.

**CARRIED**

Moved by D. Randell

Seconded by J. Agar

**Motion #3** Be it resolved that the Minutes from the following meetings be received and accepted as printed:

- Moore Museum Advisory Committee Meeting – January 10, 2018
- Heritage St. Clair Committee Meeting – November 15, 2017

**CARRIED**

**DEPUTATIONS AND APPOINTMENTS:**

Moved by P. Gilliland

Seconded by T. Kingston

**Motion #4** That the meeting enter an in-camera session to discuss the following items:

- 239 (2) (h) Review of a Preliminary Report of the Ombudsman
- 239 (2) (f) Solicitor advice related to ongoing litigation with Organix Matters

**CARRIED**

Mayor Arnold declared the meeting back into open session and, seeing no motions forthcoming, welcomed Chuck Lauwereys to make his presentation related to the Wilkesport Park Washroom/Concession addition.

**Chuck Lauwereys – Wilkesport Exterior Washrooms**

Representing the Wilkesport Hall Board, Mr. Lauwereys presented a concept plan for an exterior canteen, with a men's, women's and universal/accessible washroom (three in total). The proposed location of the washroom is to the south of the existing pavilion. Mr. Lauwereys indicated that the quote in the amount of \$149,644.23 as submitted by Elric Contractors was produced in September 2017 but, they may agree to hold that price for a 2018 construction.

Mr. Lauwereys indicated that the exterior facilities, including the pavilion, are regularly used throughout the summer months and that presently, there is only one portable washroom. The Wilkesport Hall Board proposed a 50-50 cost share with the municipality, with their share being paid over five years (with the intent to pay it off much sooner).

Councillor Kingston suggested that other designs be considered in an attempt to reduce costs. If the project is approved, alternatives would be considered and the construction would be tendered out and awarded to the lowest tender.

Mayor Arnold asked that alternative locations be considered to make efficient use of space and that the underground services to the splash pad not be interrupted in an effort to conserve funds. He also suggested that the Board seek out grant opportunities for such a project and work with Tara Pounds of the County of Lambton in conjunction with the Clerk's office.

Moved by J. Agar

Seconded by P. Gilliland

**Motion #5** Be it resolved that the Wilkesport Hall exterior washroom be approved in principle and that the project be tendered out with the cost being split: half to the Wilkesport Hall Board and half to the Township, with the funding to be determined at the time of awarding the tender.

**CARRIED**

**CORRESPONDENCE:**

Moved by D. Randell

Seconded by J. Agar

**Motion #6** Be it resolved that Council accept the following items of correspondence as per Council's direction:

- 1) Bonnie Johnston – Township Improvements
- 2) Paddock Green Truck Concerns - Tina Irvine
- 3) Enbridge /UG Amalgamation Concern
- 4) Central Lambton Family Health Team – Funding Request
- 5) Sarnia Humane Society – Pound Services 2018
- 6) Moore Agricultural Society – Grant Request

**CARRIED**

Council Meeting  
January 29, 2018

Moved by S. Miller

Seconded by D. Randell

**Motion #7** Be it resolved that the Township improvement concepts (lights along the Parkway and the sign at Dedecker Park) as submitted by Bonnie Johnston be referred to staff for a report.

**CARRIED**

Moved by S. Miller

Seconded by P. Gilliland

**Motion #8** Be it resolved that the concern about heavy trucks on St. Clair Boulevard at Sir John Moore School submitted by Tina Irvine be referred to staff for a report.

**CARRIED**

Moved by P. Gilliland

Seconded by J. De Gurse

**Motion #9** Be it resolved that the request for funding submitted by the Central Lambton Family Health Team be referred to 2018 Operating Budget Deliberations.

**CARRIED**

Moved by S. Miller

Seconded by J. Agar

**Motion #10** Be it resolved that the request submitted by the Sarnia Humane Society to offer Pound Services for 2018 be referred to 2018 Operating Budget Deliberations.

**CARRIED**

Moved by P. Gilliland

Seconded by D. Randell

**Motion #11** Be it resolved that the request for funding submitted by the Moore Agricultural Society be referred to 2018 Operating Budget Deliberations.

**CARRIED**

**INFORMATION:**

Moved by J. Agar

Seconded by D. Randell

**Motion #12** Be it resolved that the following items of information be dealt with as per Council's instructions for agenda items identified a) to n):

- a) The Lawyer's Daily – AirBnB Regulations
- b) Notice of Hearing – OMAFRA Appeals Tribunal
- c) MPP Bob Bailey – Funding letter for Sombra Causeway
- d) SCCDSB – New Director of Education
- e) 2017 Final Building Permit Stats
- f) Brigden Library Meeting Highlights
- g) OPG – Hydro Pole Replacement
- h) Minister McGarry – Carillion Canada
- i) Nova – Oversized Loads
- j) Alberta's Industrial Heartland – Winter Newsletter
- k) Hydro One – Upgrade Protection and Control Equipment
- l) St. Clair River Monitoring Program
- m) Mayor Arnold – Letter RE: Sombra Ferry Causeway
- n) Funding Request submitted by the Corunna Legion

**CARRIED**

Moved by T. Kingston

Seconded by S. Miller

**Motion #13** Be it resolved that the funding request submitted by the Corunna Legion Branch 447 to offset hydro costs be referred to the 2018 Operating Budget Deliberations.

**CARRIED**

**DRAINS:**

Moved by D. Randell

Seconded by J. Agar

**Motion #14** Be it resolved that Drainage By-law #2 of 2018, being a by-law to raise the sum of \$9,098.20 being money expended out of the General Funds of the Township of St. Clair for the expenditures to the Port Lambton Storm Sewer Drain 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 J. Agar

Seconded by P. Gilliland

**Motion #15** Be it resolved that Drainage By-law #4 of 2018, being a by-law imposing special annual rates upon lands subject to the Tile Drainage Act be given the necessary three readings, 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 #16** Be it resolved that the CIPG Site Plan report submitted by Barry Uitvlugt – Senior Planner dated January 23, 2018 be received as information and that Council give approval to the executing by-law for approval to a Site Plan/Development Agreement for a proposed industrial supply company at 520 Polymoore Drive and the Mayor & Clerk be authorized to sign the corresponding by-law.

**CARRIED**

Moved by P. Gilliland

Seconded by J. Agar

**Motion #17** Be it resolved that the Parkland Meadows, Condominium Site Plan report submitted by Barry Uitvlugt – Senior Planner dated January 23, 2018 be received as information and that Council give approval to the executing by-law for the Site Plan Agreement for the existing apartment at 205 Fane Street and the Mayor & Clerk be authorized to sign the corresponding by-law.

**CARRIED**

**DIRECTOR OF COMMUNITY SERVICES' REPORTS:**

Moved by P. Gilliland

Seconded by J. Agar

**Motion #18** Be it resolved that the report of Linda Kennedy – Director of Community Services dated January 23, 2018 with regard to the Courtright Waterfront Shoreline Restoration Project be received as information and that Council approve of the Township matching the amount of \$51,500.00 in WECEI funding for the project to be paid from the Parkway Endowment Fund.

**CARRIED**

Moved by J. Agar

Seconded by D. Randell

**Motion #19** Be it resolved that the report of Linda Kennedy – Director of Community Services dated January 29, 2018 with regard to a CIP Grant – Courtright Ball Park be received as information and that entering into a contribution agreement for funding under the Canada 150 Community Infrastructure Program for the improvement of Courtright Park with a \$40,000 St. Clair Township contribution and \$20,000 FedDev Ontario contribution be approved.

**CARRIED**

**TREASURER'S REPORTS:**

Moved by J. Agar

Seconded by P. Gilliland

**Motion #20** Be it resolved that the report submitted by Charles Quenneville – Treasurer dated January 23, 2018 with regard to a Policy Change to Vacancy Rebate be received as information and that Council endorse the County briefing note on the elimination of the Vacancy Rebate program effective on January 1, 2018.

**CARRIED**

Moved by J. Agar

Seconded by P. Gilliland

**Motion #21** Be it resolved that the report submitted by Charles Quenneville – Treasurer dated January 18, 2018 with regard to County Debenture for Radio Communication

Council Meeting  
January 29, 2018

Equipment be received as information and that the Township use the Radio Equipment reserve in the amount of \$74,000 as initial payment and debenture the remaining balance of \$472,007.92 over 5 years paid quarterly at 2.7% and authorize the Treasurer to sign the loan agreement for the County Radio Communication Equipment.

**CARRIED**

**DIRECTOR OF PUBLIC WORKS' REPORTS:**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #22** Be it resolved that the report submitted by Brian Black – Director of Public Works dated January 29, 2018 with regard to the St. Clair Township 5 Year Wastewater Capital Plan be TABLED to the Committee of the Whole meeting on February 12, 2018.

**TABLED**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #23** Be it resolved that the report submitted by Brian Black – Director of Public Works dated January 29, 2018 with regard to Proposed Wastewater Rate Increase be received and that a proposed 2% increase to wastewater rates each year, over the next 3 years be TABLED to the Committee of the Whole meeting on February 12, 2018.

**TABLED**

**DRAINAGE SUPERINTENDENT'S REPORT:**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #24** Be it resolved that the report submitted by Lucas Depooter – Drainage Superintendent dated January 24, 2018 with regard to the Lukey Drain - Nova Private Culvert Entrance be received and that the private installation of a new access culvert in Lot 22, Concession 9, within the Lukey Drain at the expense of Nova Chemicals for construction costs and future maintenance costs be approved.

**CARRIED**

**CLERK'S REPORTS:**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #25** Be it resolved that the report of Jeff Baranek – Clerk dated January 23, 2018 with regard to Lottery Licensing Authority and Procedures be TABLED to the Committee of the Whole meeting on February 12, 2018.

**TABLED**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #26** Be it resolved that the Joint Compliance and Third Party Advertising Audit Committee report dated January 25, 2018, submitted by Clerk - Jeff Baranek be received as information and By-Law 5 of 2018 be considered for approval.

**CARRIED**

Moved by S. Miller

Seconded by T. Kingston

**Motion #27** Be it resolved that the Surplus Land report dated January 25, 2018, submitted by Clerk - Jeff Baranek be received as information and that the east-west alley between 4402 and 4406 St. Clair Parkway be declared surplus and the abutting land owners be notified of its offer for sale with the caveat that if the abutting land owners are not interested in purchasing the entire parcel (both parties purchase half, or one party purchases the entire parcel in the event the other rejects their half) the ownership will remain with the Township.

**CARRIED**

**DEPUTY CLERK/COORDINATOR OF PLANNING'S REPORTS:**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #28** Be it resolved that the report submitted by Carlie McClemens – Deputy Clerk/Coordinator of Planning dated January 25, 2018 with regard to a Request for a

Council Meeting  
January 29, 2018

Conditional Building Permit be received as information and that By-Law 7 of 2018, being a by-law to execute an Agreement with 2570537 Ontario Inc. (CIPG), be approved.

**CARRIED**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #29** Be it resolved that the Information Regarding the Ontario Municipal Board Reform – Bill 139 report submitted by Carlie McClemens – Deputy Clerk/Coordinator of Planning dated January 25, 2018 be received as information.

**CARRIED**

**CAO'S REPORT:**

Moved by S. Miller

Seconded by T. Kingston

**Motion #30** Be it resolved that the report of John Rodey – CAO dated January 18, 2018 with regard to Bill 148 be received as information.

**CARRIED**

**BY-LAWS:**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion #31** Be it resolved that By-law 5 of 2018, being a By-law to Establish & Administer a Joint Compliance Audit Committee (Repeal By-Law 48 of 2014), receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

**CARRIED**

Moved by T. Kingston

Seconded by S. Miller

**Motion #32** Be it resolved that By-law 6 of 2018, being a By-law to authorize execution of an Agreement with 2570537 Ontario Inc. (CIPG) to establish a Site Plan Agreement for 520 Polymoore Drive, receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

**CARRIED**

Moved by T. Kingston

Seconded by S. Miller

**Motion #33** Be it resolved that By-law 7 of 2018, being a By-law to authorize execution of an Agreement with 2570537 Ontario Inc. (CIPG) for the issuance of a conditional building permit at 520 Polymoore Drive, receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

**CARRIED**

Moved by S. Miller

Seconded by T. Kingston

**Motion #34** Be it resolved that By-law 8 of 2018, being a By-law to authorize execution of an Agreement with 2244718 Ontario Ltd. to establish a Condominium Development/Site Plan Agreement for 205 Fane Street, receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

**CARRIED**

Moved by T. Kingston

Seconded by S. Miller

**Motion #35** Be it resolved that By-law 9 of 2018, being a By-law to provide for Interim Tax Levies for the Year 2018 for the Township of St. Clair, receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements.

**CARRIED**

Moved by T. Kingston

Seconded by S. Miller

**Motion #36** Be it resolved that By-law 10 of 2018, being a By-law to Appoint Members to the Joint Compliance Audit Committee, 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 reminded staff of two outstanding reports: the Froomfield sewer situation and the weathervane on the Corunna clock tower.

Deputy Mayor Gilliland was also seeking a spreadsheet identifying current and past insurance claims against the Township as well as further clarification on Township coverage for volunteers.

He concluded his report by asking how grant opportunities are discovered. He was assured by CAO - John Rodey that emails are sent out by AMO, AMCTO and other agencies when funding becomes available and it is distributed to the proper departments for review.

**Councillor Agar:**

Councillor Agar alerted staff that the property known as 411 Beresford Street is for sale.

**Councillor Randell:**

Councillor Randell advised that he has received calls of concern with regard to a mess on Kent Line related to testing for a pending wind turbine.

**Councillor Miller:**

Councillor Miller attended the Police Services Board which ran simultaneous to the Asset Management Special Meeting of Council.

**Councillor Kingston:**

Councillor Kingston attended the Asset Management Special Meeting of Council and advised that the facilitator for the training, Darla Campbell of Dillon Consulting, was running for a higher office and wished her well.

Councillor Kingston also donated a historic Township of Moore pin to be displayed at the Civic Centre.

**Councillor De Gurse:**

Councillor De Gurse advised that the ditch on the east side of Curran Avenue in Corunna requires some maintenance by Township staff.

**Mayor Arnold:**

Mayor Arnold advised he has been tirelessly lobbying our local MP and MPP – among others - for solutions to the collapsed Sombra causeway.

In addition, Mayor Arnold attended many events representing the Township since the last meeting of Council including: the Asset Management Special Meeting of Council, a Maritime Ontario meeting where he lobbied MP Lisa Raitt for Sombra causeway solutions, the ROMA Conference and the LAWSS meeting.

Mayor Arnold addressed the clean-up on Kent Line related to the pending wind turbine installation.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**UPCOMING MEETINGS:**

- Special Council Meeting – Wednesday, January 17, 2018 ~ 3:00 p.m.,  
at the Emergency Services Building
- Regular Council – Monday, January 29, 2018 ~ 6:30 p.m.
- Committee of the Whole – Monday, February 12, 2018 ~ 3:00 p.m.
- Regular Council – Tuesday, February 20, 2018 ~ 6:30 p.m.
- Regular Council – Monday, March 5, 2018 ~ 6:30 p.m.
- Committee of the Whole – Monday, March 12, 2018 ~ 3:00 p.m.
- Regular Council – Monday, March 19, 2018 ~ 6:30 p.m.

**ADJOURNMENT:**

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

Moved by S. Miller

Seconded by D. Randell

**Motion #37** That the meeting of Council hereby adjourned.

**CARRIED**

The meeting adjourned at 8:30 p.m.

---

MAYOR - Steve Arnold

---

CLERK - Jeff Baranek