



**CORPORATION OF THE TOWNSHIP OF ST. CLAIR**

**COUNCIL MINUTES**

**SESSION #1**

**\*\* This meeting was scheduled as a Committee of the Whole meeting but, was changed to a formal Council meeting since the Appointment Bylaw was not yet passed.**

St. Clair Township Civic Centre  
January 7, 2019  
3:00 p.m.

A Regular Meeting of Council was held Monday, January 7, 2019 at the Council Chambers in Mooretown at 3:00 p.m. with the following people present:

S. Arnold	Mayor
S. Miller	Deputy Mayor
P. Brown	Councillor
J. De Gurse	Councillor
T. Kingston	Councillor
B. Myers	Councillor

Staff:	J. Rodey	CAO/Acting Clerk
	J. Baranek	Clerk

Regrets:	R. Atkins	Councillor
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**AGENDA:**

**1. CALL TO ORDER:**

~ Finance & Administration Committee

**2. DELEGATIONS/PRESENTATIONS:**

2.1. 3:00 p.m. - 2019 Insurance Information - Stacy Ewing/Gamble HUB International & Tony Commisso/Frank Cowan Co.

**3. DECLARATION OF PECUNIARY INTEREST**

**4. GENERAL ACCOUNTS:**

4.1. General Accounts Report – December 31, 2018

**5. TREASURER'S REPORTS:**

5.1. 2019 Municipal Insurance Program

5.2. Write offs for the 2017 & 2018 taxation years - Section 357 Applications

5.3. MPAC Year-End Assessment Reports

5.4. 2019 Ontario Municipal Partnership Fund (OMPF)

5.5. Reserve & Reserve Fund

5.6. 2018 Emergency Services Golf Fundraiser Proceeds

**6. CLERK'S REPORT:**

6.1. Cannabis Retail Sales within St. Clair Township

**7. DIRECTOR OF EMERGENCY SERVICES' REPORT:**

7.1. Information/Incident Report

**8. DIRECTOR OF COMMUNITY SERVICES' REPORT:**

8.1. Community Services - Information Report with YMCA Proposal

**9. NEW BUSINESS**

**10. ADJOURNMENT**

**11. BREAK**

**12. CALL TO ORDER:**

~ Public Works & Operations Committee

**13. DECLARATION OF PECUNIARY INTEREST**

**14. DIRECTOR OF PUBLIC WORKS' REPORT:**

14.1. Proposal to Host ORGCA Flag Raising Event for 2019

**15. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:**

15.1. Polymoore Drive Improvements for Oversized Loads

15.2. Photo Contest for 2020 Waste Calendar

**16. COORDINATOR OF OPERATIONS' (WATER/WASTEWATER) REPORTS:**

16.1. Water/Sewer Credit Request - Baker

16.2. Water/Sewer Credit Request - Brown

**17. COORDINATOR OF ENGINEERING'S REPORT:**

17.1. Engineering - Monthly Report

**18. DRAINAGE SUPERINTENDENT'S REPORT:**

18.1. Monthly Report

**19. WATER/WASTEWATER SPECIALIST'S REPORT:**

19.1. Drinking Water Quality Management System Operational Plan Re-endorsement

**20. NEW BUSINESS**

**21. IN CAMERA SESSION:**

20.1. Municipal Act - Section 239 (2) (c) To discuss an offer of purchase and sale for 5 Fairview Blvd.



## 22. ADJOURNMENT

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### 1. CALL TO ORDER

Mayor Arnold called the meeting to Order at 3:00 p.m.

### 2. DELEGATIONS/PRESENTATIONS:

3:00 p.m. – 2019 Insurance Information -, Frank Cowan Company, Stacy Ewing/Gamble HUB International & Tony Commisso/Frank Cowan Co.

Stacy and Tony provided a brief overview of the thirteen policies that cover all of the Township assets, all of Council and all Township employees. The Township has over \$89,000,000 in assets including 105 vehicles. The main reason for increasing premiums are liable claims which continue to escalate across the province, not just in the Township.

Moved by S. Miller

Seconded by P. Brown

**Motion 1** – Be it resolved that the 2019 Municipal Insurance Program offered by Frank Cowan Company for a renewal amount of \$444,433, excluding taxes, be approved.

**CARRIED**

### 3. DECLARATION OF PECUNIARY INTEREST:

None declared.

### 4. GENERAL ACCOUNTS:

Moved by J. De Gurse

Seconded by B. Myers

**Motion 2** - Be it resolved that the General Accounts for the month ending December 31, 2018, starting with supplier number ABE001 to INV24369959 totaling \$7,446, 133.67 be approved.

**CARRIED**

### 5. TREASURER'S REPORTS:

Moved by S. Miller

Seconded by T. Kingston

**Motion 3** – Be it resolved that the report by Cindy Matias, Senior Tax Analyst related to Section 357 Tax Write offs for 2017 and 2018 be accepted and approved.

**CARRIED**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion 4** – Be it resolved that the MPAC Year-End Assessment reports be received.

**CARRIED**

Moved by T. Kingston

Seconded by P. Brown

**Motion 5** – Be it resolved that the letter dated December 21, 2018 from the Ministry of Finance and e-mail from the Association of Municipalities of Ontario pertaining to the 2019 OMPF grant potential grant cuts be received.

**CARRIED**

Moved by S. Miller

Seconded by J. De Gurse

**Motion 6** – Be it resolved that consideration for the Reserve and Reserve Fund Policy be deferred to a later meeting where all councillors are present.

**CARRIED**



Moved by T. Kingston

Seconded by S. Miller

**Motion 7** – Be it resolved that the financial analysis on the Emergency Golf tournament for 2018 be received and the shortfall created from other expenses paid out for \$26,981.76 be financed from the Emergency reserve.

**CARRIED**

**6. CLERK'S REPORT:**

Moved by S. Miller

Seconded by J. De Gurse

**Motion 8** – Be it resolved that the report of the Clerk - Jeff Baranek related to Cannabis sales within the Township of St. Clair be received and that the Township opt-out of the ability to host cannabis retail stores at the current time.

**CARRIED**

**7. DIRECTOR OF EMERGENCY SERVICES' REPORT:**

Moved by J. De Gurse

Seconded by B. Myers

**Motion 9** – Be it resolved that the monthly report submitted by Fire Chief - Walt Anderson for the month of December 2018 be received as information.

**CARRIED**

**8. DIRECTOR OF COMMUNITY SERVICES' REPORT:**

Moved by S. Miller

Seconded by T. Kingston

**Motion 10** – Be it resolved that the information report submitted by Director of Community Services - Kendall Lindsay be received as information.

**CARRIED**

Moved by S. Miller

Seconded by T. Kingston

**Motion 11** – Be it resolved that the Director of Community Services be directed to establish a committee to consider options for arena renovations/replacement consisting of some councillors, staff and representatives from user groups of the facility.

**CARRIED**

Moved by P. Brown

Seconded by B. Myers

**Motion 12** – Be it resolved that the reports related to the YMCA Community Development Proposal for St. Clair submitted by the Director of Community Services - Kendall Lindsay be received as information.

**CARRIED**

**9. NEW BUSINESS:**

Moved by S. Miller

Seconded by T. Kingston

**Motion 13** – Be it resolved that outdoor ice surface concept at McDonald Park proposed by Karri Miller-Bouman be referred to the Director of Community Services - Kendall Lindsay and the concept be supported subject to compliance with all liability concerns and that the project be fully funded by volunteers.

**CARRIED**

Moved by S. Miller

Seconded by J. De Gurse

**Motion 14** - Be it resolved that the Snowball Tournament being held February 2, 2019 at McDonald Park and the Port Lambton Community Hall be considered a Community Festival and the sale of refreshments be approved subject to the Township's Alcohol Management Policy and the acquisition of a liquor sales permit where applicable.

**CARRIED**

**10. BREAK**



**11. CALL TO ORDER**

Mayor Arnold called the meeting back to Order to consider the Public Works portion of the Agenda.

**12. DECLARATION OF PECUNIARY INTEREST:**

None declared.

**13. DIRECTOR OF PUBLIC WORKS' REPORT:**

Moved by T. Kingston

Seconded by S. Miller

**Motion 15** – Be it resolved that St. Clair Township host the ORGCA Dig Safe Flag Raising for Lambton County as part of Dig Safe Month in April of 2019.

**CARRIED**

**14. COORDINATOR OF OPERATIONS' (WORKS) REPORTS:**

Moved by T. Kingston

Seconded by J. De Gurse

**Motion 16** – Be it resolved that Council approves the proposed improvements to Polymoore Drive (permanently removing overhead cables and turning radius upgrades) at an estimated cost of \$115,000 to be administered as a 2019 capital project, and funded from the industrial park reserve account.

**CARRIED**

Moved by J. De Gurse

Seconded by P. Brown

**Motion 17** – Be it resolved that Council approves the proposed photo contest to aid in the selection of a new cover page on the 2020 Recycling and Waste calendar and continue the contest for future years if successful.

**CARRIED**

**15. COORDINATOR OF OPERATIONS' (WATER/WASTEWATER) REPORTS:**

Moved by J. De Gurse

Seconded by S. Miller

**Motion 18** – Be it resolved that the request from Mike Baker to receive a credit of \$163.11 for the sanitary portion on his water/sewer bill be approved.

**CARRIED**

Moved by J. De Gurse

Seconded by P. Brown

**Motion 19** – Be it resolved that the request from Mary Anne Brown to receive a credit of \$141.77 for the sanitary portion on her water/sewer bill be approved.

**CARRIED**

**16. COORDINATOR OF ENGINEERING'S REPORT:**

Moved by B. Myers

Seconded by J. De Gurse

**Motion 20** – Be it resolved that the monthly report submitted by Coordinator of Engineering - Paul daSilva be received as information.

**CARRIED**

**17. DRAINAGE SUPERINTENDENT'S REPORT:**

Moved by J. De Gurse

Seconded by T. Kingston

**Motion 21** – Be it resolved that the monthly report submitted by Drainage Superintendent - Lucas DePooter be received and the following recommendation be approved:

- Have the 10th Concession East Drain cleaned out from 2621 Petrolia Line to the bottom end of the drain at an estimated cost of \$5,500, by a suitable and qualified contractor, at the expense of the Drain.

**CARRIED**



**18. WATER/WASTEWATER SPECIALIST'S REPORT:**

Moved by B. Myers

Seconded by P. Brown

**Motion 22** – Be it resolved that the Drinking Water Quality Management System (QMS) Operational Plan Re-Endorsement report submitted by Water Wastewater Specialist - Nova Vanderslagt be deferred to allow a staff presentation of the report at a subsequent Committee of the Whole meeting.

**CARRIED**

**19. NEW BUSINESS:**

Moved by P. Brown

Seconded by J. De Gurse

**Motion 23** – Be it resolved that a sidewalk extension be considered during 2019 Capital Budget Deliberations from the path to Sir John Moore School on Bentinck Drive to Albert Boulevard.

**CARRIED**

Moved by P. Brown

Seconded by B. Myers

**Motion 24** – Be it resolved that a new streetlight adjacent to 569 St. Clair Parkway be considered for installation during the 2019 Capital Budget Deliberations.

**CARRIED**

Moved by S. Miller

Seconded by J. De Gurse

**Motion 25** – Be it resolved that a Capital Project Tour be scheduled for 8:00 a.m. on Thursday, January 10, 2019 departing from the Emergency Services Building.

**CARRIED**

Moved by T. Kingston

Seconded by P. Brown

**Motion 26** – Be it resolved that the draft Committee and Board Appointment By-law being By-law 70 of 2018 be approved.

**CARRIED**

**20. IN-CAMERA:**

Moved by P. Brown

Seconded by J. De Gurse

**Motion 27** – Be it resolved that the meeting enter an in-camera session under section 239 (2) (c) to discuss an offer to purchase for the property known as 5 Fairview Blvd., Froomfield.

**CARRIED**

Mayor Arnold declared the meeting back into open session.

Moved by T. Kingston

Seconded by S. Miller

**Motion 28** – Be it resolved that the Township commit to up to \$50,000 from the Environment and Education Fund to subsidize a study undertaken by Beyond Air to determine the feasibility of the installation of a fibre optic line south of Sombra.

**CARRIED**

**21. ADJOURNMENT:**

Moved by B. Myers

Seconded by P. Brown

**Motion 29** – Be it resolved that the meeting do hereby adjourn.

**CARRIED**

The meeting adjourned at 4:45 p.m.

  
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MAYOR - Steve Arnold

  
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CLERK - Jeff Baranek

