



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

**COUNCIL MINUTES**

**SESSION #12**

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

A Regular Meeting of Council was held Monday, October 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
R. Atkins	Councillor
P. Brown	Councillor
J. De Gurse	Councillor
T. Kingston	Councillor
B. Myers	Councillor

Staff:	J. Rodey	CAO
	J. Baranek	Clerk

**AGENDA:**

**1. CALL TO ORDER**

**2. DECLARATION OF PECUNIARY INTEREST**

**3. NEW BUSINESS**

**4. ADOPTION OF MINUTES**

4.1 Regular Council Meeting – Session #11 – September 16, 2019

4.2 Sombra Museum Board – August 2019

4.3 Heritage St. Clair – August 2019

4.4 Drainage Committee Meeting – September 24, 2019

**5. DELEGATIONS/PRESENTATIONS**

5.1 – 3:10 p.m. – Ministry of the Environment, Conservation & Parks – Sarnia Area Environmental Health Study presentation

5.2 – 3:30 p.m. – Les McDermott – St. Clair River Trail Video presentation

5.3 – 4:00 p.m. – Andrew Epp – Moore Sports Complex Fundraising Update

**6. CORRESPONDENCE ITEMS**

6.1 238 Paget St., Property Standards Complaint

6.2 Crossing Guard Request – Albert & Bentinck (east)

- 6.3 Rebound Girls Mentoring Program – Moore Sports Complex Rental Fee Waiver Request
- 6.4 Central Lambton Family Health Team – Funding Request
- 6.5 Royal Canadian Legion Br. 447 – Remembrance Week
- 6.6 Request for Reconsideration – John Wolfenden

**7. INFORMATION ITEMS**

- 7.1 SCRCA Conservation Update – September 2019
- 7.2 Housing and Homelessness Plan – 5 Year Review
- 7.3 SCRCA Staff Report Requesting Comment on Bonnechere Valley Resolution No. 19.083
- 7.4 Building Permits – August 2019
- 7.5 LKDSB – Surplus Property – SCITS High School
- 7.6 Royal Canadian Legion Br. 635 – Remembrance Day Invitation
- 7.7 Pathways Health Centre for Children – Thank You
- 7.8 Sarnia Journal – PPC Candidate
- 7.9 St. Joseph School, Corunna – thank you

**8. DRAINS**

- 8.1 Drainage Bylaw 15 of 2019 – Eaves Drain 3<sup>rd</sup> Reading
- 8.2 DRAFT Drainage Bylaw 34 of 2019 – Arnold Drain No. 1 – Provisional Bylaw
- 8.3 DRAFT Drainage Bylaw 31 of 2019 Cole Drain 2018 maintenance amending
- 8.4 DRAFT Drainage Bylaw 32 of 2019 Elnor Drain 2018 maintenance amending
- 8.5 DRAFT Drainage Bylaw 33 of 2019 Woods Drain Sarnia Construction final costs

**9. REPORTS OF COMMITTEES AND STAFF**

**9.1 SENIOR PLANNER:**

- 1) NOVA Site Plan Agreement Amendment

**9.2 DEPUTY CLERK/COORDINATOR OR PLANNING:**

- 1) Temporary Use Agreement, NOVA Corunna, Electrical Substation
- 2) Temporary Use Agreement, NOVA Rokeby
- 3) Extension of Draft Approval – Corunna Condominium Project

**9.3 TREASURER:**

- 1) 2020 OPP Billing & 2018 Reconciliation
- 2) Analysis of 2019 Operation Budget Variances
- 3) Internal Control Policy
- 4) Vendor Invoices and Visa Charges

**9.4 DIRECTOR OF EMERGENCY SERVICES:**

- 1) Fire Department Training Report
- 2) Wilkesport 50<sup>th</sup> Anniversary Open House
- 3) Green Light Signs
- 4) Surplus Fire Trucks
- 5) Tenders for Surplus Apparatus
- 6) Report for Information

**9.5 DIRECTOR OF PUBLIC WORKS:**

- 1) 2020 ORGCA Flag Raising Event

**9.6 COORDINATOR OF OPERATIONS (WORKS):**

- 1) Lambton County Winter Maintenance Agreement
- 2) Results of Utility Truck Tender
- 3) Pedestrian Crossover at Brander Park
- 4) Fawn Island, South Parking – Part 2

**9.7 COORDINATOR OF OPERATIONS (WATER/WASTEWATER):**

- 1) Inflow and Infiltration Program
- 2) Matthew Richie Water Bill Relief Request
- 3) Operation Water Wastewater Monthly Report – August

**9.8 COORDINATOR OF ENGINEERING:**

- 1) Lincoln Drive Sanitary Servicing Options – Additional Information
- 2) Monthly Report

**9.9 DRAINAGE SUPERINTENDENT:**

- 1) Biox Drain – 3<sup>rd</sup> Reading Request
- 2) Monthly Report

**9.10 DIRECTOR OF COMMUNITY SERVICES:**

- 1) October Information Report
- 2) Courtright Ball Diamond Lighting Project
- 3) Branton-Cundick Boat Launch
- 4) Courtright Community Hall Parking Lot Paving
- 5) Port Lambton Ball Park
- 6) Waubuno Ball Diamond
- 7) Coordinator of Programs Community Services Report

**10. BY-LAWS**

**10.1** By-Law 48 of 2019 – To Authorize Execution of an Agreement with NOVA Chemicals Corporation for Temporary Use of 150 Modular Storage Units – 804 Rokeby Line

**10.2** By-Law 51 of 2019 – To Authorize Execution of an Agreement with NOVA Chemicals(Canada) Ltd. For Temporary Use of (12) Modular Buildings and (12) Modular Storage Units (at new electrical substation for Rokeby Line) at 785 Petrolia Line

**10.3** By-Law 52 of 2019 – To Authorize Execution of an Agreement with NOVA Chemicals (Canada) Ltd. To Establish a Site Plan Agreement Amendment for 785 Petrolia Line

**11. IN CAMERA SESSION**

**11.1** Municipal Act – Section 239 (2) (b) – To discuss the current status of an identifiable Township employee

**12. COUNCILLORS' REPORTS**

**13. UPCOMING MEETINGS**

**13.1** Regular Council - Monday, October 21, 2019 at 6:00 p.m.

**13.2** Regular Council - Monday, November 4, 2019 at 3:00 p.m.

**13.3** Regular Council - Monday, November 18, 2019 at 6:00 p.m.

**14. ADJOURNMENT**

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**1. CALL TO ORDER**

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

At the outset, Mayor Arnold recognized members of Local Branch 18 of the Royal Canadian Legion out of Wallaceburg to present Council with an award for their continued support. Mayor Arnold thanked them for the recognition and for the great work they do for residents of southern Township of St. Clair.

**2. DECLARATION OF PECUNIARY INTEREST**

None declared.

**3. NEW BUSINESS**

Councillor Miller asked that a portion of sidewalk in Port Lambton be replaced before winter to avoid ice in this area.

Moved by T. Kingston

Seconded by P. Brown

**Motion 1** Be it resolved that the next phase of shoreline protection at Courtright Park be approved once funding for the program becomes available.

**CARRIED**

Moved by T. Kingston

Seconded by B. Myers

**Motion 2** Be it resolved that staff be directed to consult with the St. Clair Region Conservation Authority to identify the next priorities for shoreline protection projects.

**CARRIED**

Councillor Kingston reported the street light at 381 Beresford is out.

Councillor Myers asked staff to consult with Heritage St. Clair related to the installation of the Derek Drouin story boards.

Councillor Brown asked for an update from staff on the graffiti removal on the Shell Health Building; and asked staff to repair any holes in the parking lot.

Mayor Arnold asked staff for an update on proposed traffic safety measures in Bridgen; and asked staff to work with the developer to convert the Paddock Green sign at St. Clair and Bentinck to a no-maintenance sign to eliminate perennial weed complaints.

**4. ADOPTION OF MINUTES**

4.1 Moved by R. Atkins

Seconded by S. Miller

**Motion 3** Be it resolved that the Minutes from Regular Council Sessions #11 held September 16, 2019 be received and accepted as printed.

**CARRIED**

4.2 Moved by R. Atkins

Seconded by S. Miller

**Motion 4** Be it resolved that the Minutes from the Sombra Museum Board meeting held August 13, 2019 be received and accepted as printed.

**CARRIED**

4.3 Moved by R. Atkins

Seconded by S. Miller

**Motion 5** Be it resolved that the Minutes from the Heritage St. Clair Committee meeting held August 13, 2019 be received and accepted as printed.

**CARRIED**

4.4 Moved by S. Miller

Seconded by R. Atkins

**Motion 6** Be it resolved that the Minutes from the Drainage Committee meeting held September 24, 2019 be received and accepted as printed.

**CARRIED**

**5. DELEGATIONS/PRESENTATIONS**

5.1 **3:10 p.m. – Ministry of the Environment, Conservation & Parks – Sarnia area Environmental Health Study presentation**

At the appointed time of 3:10 pm, Mayor Arnold welcomed Julie Schroeder of the Ontario Ministry of Environment, Conservation and Parks to make her presentation related to the Sarnia Area Environmental Health Project.

The Sarnia Air Action Plan is mandated to determine the impact of particulate matter in the local air and the impacts it has on local crops, and the health of local residents. The subject area includes the southern part of Sarnia, south to Corunna, and east to Clean Harbors.

Discussions are ongoing with Aamjiwnaang First Nations, community stakeholders and provincial and federal agencies to determine the best practices to undertake the study. The project would aim to evaluate exposures to chemicals in local air; and evaluate exposure to disturbances unique to the area such as noise, vibration, odour, and night-time illumination primarily caused by local industry.

Research on the project will continue through 2020 with the results expected for release in 2021.

**5.2 3:30 p.m. – Les McDermott – St. Clair River Trail Video Presentation**

At the appointed time of 3:30 p.m.,

At the appointed time of 3:30 pm, Mayor Arnold welcomed Les McDermott of the St. Clair River Trail (SCRT) to make his presentation.

The SCRT Committee has begun to advertise the trail using publications such as Sarnia Lambton Travel Guide and Cycling Ontario; and now they have teamed up Anne Lannan with Dragonfly Media to create a promotional video of the trail to be posted on the trail website, and their FaceBook page.

Mayor Arnold congratulated the team for the professionalism of the video and their continued efforts towards promotion of the trail.

**5.3 4:00 p.m. – Andrew Epp – Moore Sports Complex Fundraising Update**

At the appointed time of 4:00 p.m., Mayor Arnold

At the appointed time of 4:00 pm, Mayor Arnold welcomed Andrew Epp, Project Manager for the Moore Sports Complex Renewal to make his presentation.

Progress on the application for the Investing in Canada Infrastructure Program (ICIP) is ongoing and will be done in time for Council review in advance of the November 12, 2019 deadline. The program will evaluate applications based on merit, value to the community, and need. Mr. Epp has been in contact with the program administrator and will participate in a webinar related to the program on October 15, 2019.

Mayor Arnold thanked Mr. Epp for the update but cautioned Council has not yet passed a motion confirming their commitment to fund the 27% municipal contribution required by this program.

**6. CORRESPONDENCE ITEMS**

Moved by S. Miller

Seconded by R. Atkins

**Motion 7** Be it resolved that Council accept the following items of correspondence as per Council's direction:

1. 238 Paget St., Property Standards Complaint
2. Crossing Guard Request – Albert & Bentinck
3. Rebound Girls Mentoring Program – Moore Sports Complex Rental Fee Waiver Request





Moved by S. Miller

Seconded by R. Atkins

**Motion 22** Be it resolved that the *Analysis of 2019 Operating Budget Variances* report submitted by Treasurer – Charles Quenneville dated September 27, 2019 be received as information.

**CARRIED**

Moved by S. Miller

Seconded by R. Atkins

**Motion 23** Be it resolved that the *Internal Control Policy* report submitted by Treasurer – Charles Quenneville dated September 25, 2019 be received and that it be tabled to allow staff to make amendments to the policy.

**TABLED**

Moved by R. Atkins

Seconded by S. Miller

**Motion 24** Be it resolved that the *Vendor Invoices and Visa Charges* report submitted by Treasurer – Charles Quenneville dated August 22, 2019 be received as information.

**CARRIED**

#### **9.4 DIRECTOR OF EMERGENCY SERVICES**

Moved by S. Miller

Seconded by R. Atkins

**Motion 25** Be it resolved that the Fire Department Training and Health & Safety Activities report dated September 27, 2019, submitted by Deputy Fire Chief – Steve Bicum be received as information.

**CARRIED**

Moved by S. Miller

Seconded by R. Atkins

**Motion 26** Be it resolved that Council approve and support the report of Walt Anderson dated September 20, 2019 recommending the Anniversary Open House at the Wilkesport Station and that funding be provided from the Fire Department budget at the Chief's discretion, with no alcohol being served at the event.

**CARRIED**

Moved by S. Miller

Seconded by R. Atkins

**Motion 27** Be it resolved that the Green Light Signs report submitted by Fire Chief Walt Anderson be received and that Option #2 be approved and that it be funded from the money received from the MTO for attending highway calls.

**CARRIED**

Moved by R. Atkins

Seconded by S. Miller

**Motion 28** Be it resolved that Council receive the report of Director of Emergency Services, Walt Anderson of September 20, 2019 and declare Courtright tanker 34 and Brigden tanker 17 surplus as soon as the replacement trucks are in service.

**CARRIED**

Moved by J. DeGurse

Seconded by T. Kingston

**Motion 29** Be it resolved that Council receive the report dated September 30, 2019 submitted by Director of Emergency Services, Walt Anderson and approve the sale of tanker 34 as is to the Township of Kern for \$4,000 and the sale of tanker 17 as is to the Township of Kern for \$11,000.

**CARRIED**

Moved by J. DeGurse

Seconded by T. Kingston

**Motion 30** Be it resolved that the *Emergency Services - Information Report* dated September 20, 2019, submitted by Director of Emergency Services – Walt Anderson be received as information.

**CARRIED**

#### **9.5 DIRECTOR OF PUBLIC WORKS:**



Moved by T. Kingston

Seconded by J. DeGurse

**Motion 31** Be it resolved that the *Proposal to Host the ORGCA Dig Safe Flag Raising Event for 2020* report dated September 30, 2019 submitted by Director of Public Works – Brian Black be received as information and approved.

**CARRIED**

**9.6 COORDINATOR OF OPERATIONS (WORKS):**

Moved by T. Kingston

Seconded by J. DeGurse

**Motion 32** Be it resolved that the *Lambton County Winter Maintenance Agreement* report dated September 30, 2019 submitted by Coordinator of Operations (Works) David Neely be received and the Agreement approved and signed by the Mayor and Clerk

**CARRIED**

Moved by J. DeGurse

Seconded by T. Kingston

**Motion 33** Be it resolved that the *Tender Results for 4 x 4 5500 Series Utility Truck* report dated September 30, 2019 submitted by Coordinator of Operations (Works) David Neely be received and that the low tender from Progressive Ford Sales (Wallaceburg) in the amount of \$57,732.52 (including net HST) for the supply of this truck be approved.

**CARRIED**

Moved by T. Kingston

Seconded by J. DeGurse

**Motion 34** Be it resolved that the *Pedestrian Crossover – Brander Park* report dated September 30, 2019 and submitted by Coordinator of Operations (Works) David Neely be received and that action be tabled until the St. Clair River Trail Committee has a chance to review the proposal.

**TABLED**

Moved by T. Kingston

Seconded by J. DeGurse

**Motion 35** Be it resolved that the *Additional Information - Fawn Island Southerly Parking Lot* report dated September 30, 2019 submitted by Coordinator of Operations (Works) – Dave Neely be received and the excavation of grass areas, installation of additional gravel and final grading of the south “Fawn Island Parking lot” at an estimated cost of \$5,000 be approved; to be paid using the Public Works Operational budget and that no further work be completed in this area.

**CARRIED**

**9.7 COORDINATOR OF OPERATIONS (WATER/WASTEWATER):**

Moved by J. DeGurse

Seconded by T. Kingston

**Motion 36** Be it resolved that the *Inflow and Infiltration Program* report dated September 30, 2019 submitted by Coordinator of Operations Water/Wastewater Chris Westbrook be received and that Council approve the Inflow and Infiltration Program submitted by Jacobs at a cost of \$22,650.00, utilizing the remaining Condition Assessment funds.

**CARRIED**

Moved by B. Myers

Seconded by T. Kingston

**Motion 37** Be it resolved that the *Mathew Richie Water Bill Relief Request, 565 Spokane Boulevard* report dated September 30, 2019 submitted by Coordinator of Operations Water/Wastewater Chris Westbrook be received and that Council deny the request of relief of the water bill for 565 Spokane Blvd.

**CARRIED**



- Appoint R. Dobbin Engineering to write a section 78 engineers report to deepen the Gray Drain East;
- Have the Hubbard Drain cleaned out by a suitable and qualified contractor, at the expense of the drain;
- Have the private tile in the Kerr drain approximately 380 metres east of Brigden Road replaced by a suitable and qualified contractor as per St. Clair Township policy;
- Have East Otter Creek brushed and cleaned out by a suitable and qualified contractor at the expense of the drain;
- Have the north jute bag endwall to the culvert at #2494 Brigden Road in the Parr Drain South replaced by a suitable and qualified contractor at the expense of the drain;
- Have the Eaves Drain cleaned out between Mandaumin Road and Brigden Road by a suitable and qualified contractor at the expense of the drain;
- Approve the installation of 50m of suitably sized lawn piping across the house frontage of S1/2 lot 30, concession 5, in the Eaves Drain, at the expense of the landowner;
- Approve the installation of a suitably sized private access culvert across the Chapple Drain in W1/4 S1/2 lot 25, concession 25, at the expense of the landowner;
- Approve the installation of a suitably sized private access culvert across the Lukey Drain at W1/2 E1/2 Lot 27, concession 8, at the expense of the owner

**CARRIED**

**9.10 DIRECTOR OF COMMUNITY SERVICES:**

Moved by B. Myers

Seconded by T. Kingston

**Motion 45** Be it resolved that the monthly report dated October 7, 2019 submitted by Director of Community Services – Kendall Lindsay be received as information.

**CARRIED**

Moved by B. Myers

Seconded by T. Kingston

**Motion 46** Be it resolved that the *Courtright Ball Diamond Lighting Project* report dated October 7, 2019 submitted by Director of Community Services – Kendall Lindsay be received and that the tender price of \$259,745.00 from Clark-Haasen Electric for Musco lighting and installation of the standards be approved.

**CARRIED**

Moved by T. Kingston

Seconded by J. DeGurse

**Motion 47** Be it resolved that the *Branton-Cundick Boat Launch* report dated October 7, 2019 submitted by Director of Community Services – Kendall Lindsay be received and that staff be directed to leave the boat launch closed until spring 2020 and that improvements be revisited as a 2020 capital project.

**CARRIED**

Moved by T. Kingston

Seconded by B. Myers

**Motion 48** Be it resolved that the *Courtright Community Hall Parking Lot Paving* report dated October 7, 2019 submitted by Director of Community Services – Kendall Lindsay be received and that staff be directed to request quotes for paving the Courtright Community Hall parking lot and that this project be funded from Recreation Facilities Reserves.

**CARRIED**

Moved by B. Myers

Seconded by T. Kingston

**Motion 49** Be it resolved that the *McDonald Park Port Lambton Options* report dated October 7, 2019 submitted by Director of Community Services – Kendall Lindsay be received as information and any upgrades to the park be deferred to the 2020 Capital Budget deliberations.

**CARRIED**

Moved by T. Kingston

Seconded by B. Myers

**Motion 50** Be it resolved that the *William Shaurt Response* report dated October 7, 2019 submitted by Director of Community Services – Kendall Lindsay be received as information.

**CARRIED**

Moved by B. Myers

Seconded by T. Kingston

**Motion 51** Be it resolved that the monthly report dated October 7, 2019 submitted by Coordinator of Programs, Community Services Department – Brittney Fraser be received as information.

**CARRIED**

## 10. **BY-LAWS**

10.1 Moved by T. Kingston

Seconded by B. Myers

**Motion 52** That the following By-laws receive all three readings and that the Mayor and Clerk be authorized to execute appurtenant agreements and be thereby passed:

- 48 of 2019 – Being a By-law to Authorize Execution of an Agreement with NOVA Chemicals Corporation for (150) Temporary Modular Storage Units at 804 Rokeby Line
- 51 of 2019 – Being a By-law to Authorize an Agreement with NOVA Chemicals Corporation for the temporary use of (12) modular buildings/trailers & (12) modular storage units (at the new electrical substation for Rokeby site) - 785 Petrolia Line.

**CARRIED**

## 11. **IN CAMERA SESSION**

Moved by B. Myers

Seconded by R. Atkins

**Motion 53** Be it resolved that meeting enter an in-camera session to consider the following:

11.1 Municipal Act – Section 239 (2) (b) To discuss the current status of an identifiable Township employee

**CARRIED**

Mayor Arnold declared the meeting back into open session and asked for any forthcoming motions.

## 12. **COUNCILLORS' REPORTS**

### **Deputy Mayor Miller**

Deputy Mayor Miller attended the County of Lambton Road Tour; the Warden's Picnic; the Township of St. Clair Staff Recognition Awards Lunch; the County Council meeting; and the Committee of Adjustment meeting.

### **Councillor Brown**

Councillor Brown attended the Warden's Picnic; and the Township of St. Clair Staff Recognition Awards Lunch.

### **Councillor Atkins**

Councillor Atkins attended the Lambton County Regional Trails meeting; the Workplace Wellness Resiliency presentation; the Ghost Tour at the Sombra Museum; the Warden's Picnic; the Senior Care Lambton presentation at the County; the Drug and Alcohol Public Health presentation; and is seeking

authorization to attend the upcoming AMO Conference in London October 24-25, 2019.

Moved by S. Miller

Seconded by T. Kingston

**Motion 54** Be it resolved that Councillor Atkins be authorized to attend the upcoming Amo Conference in London October 24-25, 2019.

**CARRIED**

Councillor Atkins concluded by reminding Council of the upcoming SLEP meeting in Sombra on October 30, 2019; and noted the Port Lambton Splash Pad committee is considering re-convening to plan the 200th Anniversary of Port Lambton celebration.

#### **Councillor Myers**

Councillor Myers attended the Heritage St. Clair meeting; the Sombra Museum meeting; the Wilkesport Hall meeting; the Ghost Tour at the Sombra Museum; and noted the Brigden Fair Board is seeking volunteers for the upcoming fair.

#### **Councillor Kingston**

Councillor Kingston attended the Ghost Tour at the Sombra Museum; the Wilkesport Hall meeting; the Township of St. Clair Staff Recognition Awards Lunch; and the Committee of Adjustment meeting.

#### **Councillor DeGurse**

Councillor Degurse attended the Optimist of Moore Stew Event; the Clean Harbors Community Liaison meeting; and the Township of St. Clair Staff Recognition Awards Lunch.

#### **Mayor Arnold**

Mayor Arnold attended numerous events representing the Township including many of those named above. Mayor Arnold noted the 17.25% increase in the LAWSS contribution for the 2020 year which is mainly a reflection of an increase in consumption advising he proposed a 0% budget increase for 2020, but was unable to secure a seconder.

Mayor Arnold closed by congratulation Bonnie Stevenson for doing such a great job in her role in the Ghost Tour at the Sombra Museum.

### **13. UPCOMING MEETINGS**

13.1 Regular Council – Tuesday, October 22, 2019 at 6:00 p.m.

13.2 Regular Council – Monday, November 4, 2019 at 3:00 p.m.

13.3 Regular Council – Monday, November 18, 2019 at 6:00 p.m.

### **14. ADJOURNMENT**

Seeing no other business to conduct, it was thereby moved:

Moved by P. Brown

Seconded by R. Atkins

**Motion 55** Be it resolved that the meeting do hereby adjourn.

**CARRIED**

The meeting was adjourned at 5:50 p.m.

  
Clerk – Jeff Baranek

  
Mayor – Steve Arnold

