

CORPORATION OF THE TOWNSHIP OF ST. CLAIR

COUNCIL MINUTES

SESSION #7

Electronic Meeting April 6, 2020 3:00 p.m.

A Regular Meeting of Council was held Monday, April 6, 2020 at 3:00 p.m. with the following people participating via video conference:

S. Arnold

Mayor

S. Miller

Deputy Mayor

R. Atkins

Councillor

P. Brown

Councillor

J. De Gurse

Councillor

Councillor

T. Kingston

J. Rodey J. Baranek CAO Clerk

Regrets:

Staff:

B. Myers

Councillor

AGENDA:

- **CALL TO ORDER** 1.
- **DECLARATION OF PECUNIARY INTEREST** 2.
- 3. **NEW BUSINESS**
 - 3.1 Clerk's Report Electronic Meeting Participation during Declared Emergencies
- 4 **ADOPTION OF MINUTES**
 - 4.1 Regular Council Meeting Session #6 March 16, 2020
- **DELEGATIONS/PRESENTATIONS** 5.
- **CORRESPONDENCE ITEMS** 6.
 - 6.1 Conditional Building Permit Agreements Ken Maaten NOVA Chemicals **AST2 Site**

INFORMATION/CONSENT AGENDA ITEMS

6.2 Lambton Generating Station - Request for 'No Parking' Signs

7. **DRAINS**

7.1 Drainage By-Law 4 of 2020 - Amending with attachments

8. RECOMMENDATIONS OF COMMITTEES AND STAFF

- 8.1 <u>Treasurer's Report</u> 2020 Annual Repayment Limit (ARL) for Long Term Debt Financing
- **8.2** Treasurer's Report Audit Arrangements
- 8.3 Treasurer's Report General Accounts Report & Corporate Visa Statement
- 8.4 Treasurer's Report St. Clair River Trail 2019 Matching Grant
- 8.5 Director of Public Works' Report Municipal Modernization Study RFP Results
- 8.6 Coordinator of Operations' (Works) Report Preparing for High Lake/River Levels for 2020
- **8.7** Coordinator of Operations' (Works) Report Surplus Sale of Used Loader Tractor
- **8.8** Coordinator of Operations' (Works) Report Banners, Flags, Attachments to Hydro Poles
- 8.9 Coordinator of Operations' (Works) Report Spring Season Yard Waste Collection
- 8.10 Coordinator of Operations' (Water/Wastewater) Report Backwater Valve Installation 1358 St. Clair Parkway
- **8.11** Coordinator of Engineering's Report Bentinck Drive Watermain & Road Reconstruction
- 8.12 Coordinator of Engineering's Report Bunker Ave. Sidewalk Installation
- 8.13 Coordinator of Engineering's Report 2020 Miscellaneous Paving
- **8.14** Coordinator of Engineering's Report St. Clair Parkway Slope Stability Geotechnical Investigation
- 8.15 Coordinator of Engineering's Report Pretty Road Bridge Rehabilitation (Bridge 15)
- **8.16** Coordinator of Engineering's Report Second St. Watermain & Road Reconstruction
- **8.17** Coordinator of Engineering's Report Municipal Class Environment Assessment for the Relocation of Trunk Sanitary Sewer on Tom Street
- **8.18** Coordinator of Engineering's Report Water Street Seawall Design Request for Proposal
- 8.19 <u>Drainage Superintendent's Report</u> Monthly Report
- 8.20 <u>Director of Community Services' Report</u> Moore Sports Complex Boilers
- **8.21** <u>Director of Community Services' Report</u> Courtright Ball Park Protective Netting/Shade Structure
- **8.22** <u>Director of Community Services' Report</u> St. Clair Heights Playground and Brander & Vroom Parks Swing Sets

9. BY-LAWS

9.1 By-Law 26 of 2020 – To Amend Procedural By-Law 42 of 2019
9.2 By-Law 27 of 2020 – Encroachment Agreement – NOVA Chemicals – Allingham Drain

10. IN CAMERA SESSION

11. COUNCILLORS' REPORTS

12. UPCOMING MEETINGS

12.1 Regular Council Meeting - Monday, April 20, 2020 at 3:00 p.m.

12.2 Regular Council Meeting - Monday, May 4, 2020 at 3:00 p.m.

13. ADJOURNMENT

1. CALL TO ORDER

At the appointed time of 3:00 p.m., Mayor Arnold called the meeting to order.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. NEW BUSINESS

Moved by T. Kingston Seconded by P. Brown

Motion 1 Be it resolved that the Electronic Meeting Participation report as submitted by the Clerk – Jeff Baranek be received and that Procedural By-law 42 of 2019 be amended to permit electronic participation in Council meetings during declared emergencies by giving By-law 26 of 2020 all three readings and that it be thereby passed authorizing the Mayor and Clerk to execute the By-law.

CARRIED

Moved by S. Miller

Seconded by T. Kingston

<u>Motion 2</u> Be it resolved that the County of Lambton be retained to enforce all Provincial Orders related to COVID-19 at a rate of \$65/hour and \$0.57/kilometer.

CARRIED

Moved by T. Kingston

Seconded by J. De Gurse

<u>Motion 3</u> Be it resolved that the letter submitted by Jim Duffy related to concerns with the closure of the McKeough Dam be referred to staff for comment for review.

CARRIED

Moved by S. Miller

Seconded by P. Brown

<u>Motion 4</u> Be it resolved that throughout the COVID-19 pandemic, capital projects be awarded but, construction is not to commence on any project related to water, or any project that leaves water and internet service vulnerable to interruption until their service can be guaranteed.

CARRIED

Moved by S. Miller

Seconded by T. Kingston

<u>Motion 5</u> Be it resolved that a telecommunications tower proposed for Wilkesport have the public meeting requirement waived subject to mailed correspondence and

a minimum 14-day comment period being provided to local residents within the notification radius as per the Township telecommunication tower policy.

CARRIED

Moved by T. Kingston

Seconded by S. Miller

<u>Motion 6</u> Be it resolved that the Beacon be restricted to online format only and that the paper distribution be halted for May and June due to the ongoing limitations in place due to COVID-19.

CARRIED

4. ADOPTION OF MINUTES

Moved by S. Miller

Seconded by R. Atkins

Motion 7 Be it resolved that the Minutes from Regular Council - Session #6 held March 16, 2020 be received and accepted as printed.

CARRIED

5. <u>DELEGATIONS/PRESENTATIONS</u>

6. CORRESPONDENCE/INFORMATION

Moved by P. Brown

Seconded by R. Atkins

<u>Motion 8</u> Be it resolved that the following items of correspondence and information be dealt with as per Council's direction and that recommendations contained within be approved:

Correspondence:

6.1 Property Standards Concerns - Beresford Street & Tom Street

Information:

6.2 Sewer Back-Up/Drainage Issues - 4717 Indian Road, Port Lambton

CARRIED

6.1 Moved by P. Brown

Seconded by R. Atkins

<u>Motion 9</u> Be it resolved that the Day Warehouse, the Cooling Tower Chemical Injection Building and Firewater Pump House Buildings be approved at the Nova Chemicals AST2 Plant for Conditional Building Permits subject to the satisfaction of staff and execution of necessary agreements.

CARRIED

6.2 Moved by P. Brown

Seconded by R. Atkins

<u>Motion 10</u> Be it resolved that the request submitted by Ontario Power Generation to install more 'No Parking' signs on both sides of St. Clair Parkway at Lambton Generating Station be referred to staff and that any necessary signs be installed to preserve public safety during this demolition on site.

CARRIED

7. DRAINS

7.1 Moved by J. De Gurse

Seconded by T. Kingston

Motion 11 Be it resolved that Drainage By-Law No.4 of 2020, being a by-law to raise the sum of money expended out of the General Funds of the Township of St. Clair in the County of Lambton for drain expenses to the Staples Mutual Agreement Drain, Bell-Maitland Drain, Bailey Drain, Government Drain No.3, 10th Concession Drain East, McLennan Drain, Johnston Drain and Hoskin Drain be given all three readings and be thereby passed, and that the Mayor and Clerk be authorized to execute the By-law.

CARRIED

8. RECOMMENDATIONS OF COMMITTEES AND STAFF

8.1 Moved by S. Miller Seconded by P. Brown

Motion 12 Be it resolved that the St. Clair 2020 Annual Repayment Limit report as submitted by Treasurer – Charles Quenneville be received as information.

CARRIED

8.2 Moved by S. Miller Seconded by P. Brown

Motion 13 Be it resolved that the Engagement Letters with MNP LLP report as submitted by Treasurer – Charles Quenneville be received as information and the Mayor and Treasurer be authorized to sign the engagement letters for auditing the St. Clair Consolidated, St. Clair Trust Funds and Moore Township Recreational Foundation books.

CARRIED

8.3 Moved by S. Miller Seconded by P. Brown

Motion 14 Be it resolved that the Vendor Invoices & Visa Charges report as submitted by Treasurer – Charles Quenneville be received as information and the Mayor and the vendor invoices paid for the period of February 21 to March 25, 2020 totaling \$2,936,277.55 along with the CIBC Visa charges for the period of January 25, 2019 to February 24, 2020 be approved.

CARRIED

8.4 Moved by S. Miller Seconded by P. Brown

Motion 15 Be it resolved that the River Trail 2019 Matching Grant report as submitted by Treasurer – Charles Quenneville be received as information and a grant to the St. Clair River Trail in the amount of \$100,000 for the 2019 fundraising year be approved to be funded by the Environment and Education Fund.

CARRIED

8.5 Moved by T. Kingston Seconded by J. De Gurse

Motion 16 Be it resolved that the Municipal Modernization Study RFP Results report as submitted by Director of Public Works – Brian Black be received as information.

CARRIED

8.6 Moved by P. Brown Seconded by T. Kingston

Motion 17 Be it resolved that the *Preparing for high lake/river levels for 2020*report as submitted by Coordinator of Operations (Works) – Dave Neely be received as information.

CARRIED

8.7 Moved by S. Miller Seconded by P. Brown

Motion 18 Be it resolved that the Surplus Sale of Used Loader Tractor report as submitted by Coordinator of Operations (Works) – Dave Neely be received as information and the surplus 2003 Case 570MXT loader tractor be sold directly to the Moore Agricultural Society for the amount of \$5,000.

CARRIED

8.8 Moved by S. Miller Seconded by P. Brown

Motion 19 Be it resolved that the Banners, Flag Attachments to Poles report as submitted by Coordinator of Operations (Works) – Dave Neely be received as information and non-spring loaded arms be installed on 25 hydro poles in Brigden at an approximate cost of \$200 per pole to be funded by Council Donation fund.

CARRIED

8.9 Moved by S. Miller Seconded by P. Brown

Motion 20 Be it resolved that the Spring Season Yard Waste Collection report as submitted by Coordinator of Operations (Works) – Dave Neely be received as

information and the 8 weeks of scheduled yard waste collection for the spring of 2020 be cancelled due to the closure of the Sarnia Compost Yard related to the Covid-19 pandemic be approved.

CARRIED

8.10 Moved by J. De Gurse Seconded by R. Atkins

Motion 21 Be it resolved that the Backwater Valve Installation – 1358 St. Clair

Parkway report as submitted by Coordinator of Operations (Water/Wastewater) –

Chris Westbrook be received as information and that Council approve financial assistance estimated at \$820.00 plus HST to John and Viola Mills for the installation of a backwater valve.

CARRIED

8.11 Moved by P. Brown Seconded by R. Atkins

Motion 22 Be it resolved that the Bentinck Drive Watermain & Road

Reconstruction report as submitted by Coordinator of Engineering - Paul daSilva
be received as information and that the tender submitted by Cope Construction &
Contracting Inc. in the amount of \$492,105.81 net HST be approved and the
Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

8.12 Moved by P. Brown Seconded by R. Atkins

Motion 23 Be it resolved that the Bunker Ave Sidewalk Installation report as submitted by Coordinator of Engineering - Paul daSilva be received as information and that the tender submitted by Autoform Contracting London Ltd. in the amount of \$25,842.97 net HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

8.13 Moved by P. Brown Seconded by R. Atkins

Motion 24 Be it resolved that the 2020 Miscellaneous Paving report as submitted by Coordinator of Engineering - Paul daSilva be received as information and that the tender submitted by Sevcon Paving in the amount of \$384,807.89 net HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

8.14 Moved by P. Brown Seconded by R. Atkins

Motion 25 Be it resolved that the St. Clair Parkway Slope Stability –

Geotechnical Investigation report as submitted by Coordinator of Engineering Paul daSilva be received as information and that the quote submitted by EXP
Services Inc. in the amount of \$28,380 plus HST be accepted and the Director of Public Works be authorized to execute the agreement and other related documents.

CARRIED

8.15 Moved by P. Brown Seconded by R. Atkins

Motion 26 Be it resolved that the Pretty Road Bridge Rehabilitation (Bridge 15) report as submitted by Coordinator of Engineering - Paul daSilva be received as information and that the tender submitted by 5001630 Ontario Ltd. in the amount of \$393,607.68 net HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents; and that the budget surplus at the conclusion of the project be transferred to Bridge Reserves.

CARRIED

8.16 Moved by P. Brown Seconded by R. Atkins

Motion 27 Be it resolved that the Second Street Watermain & Road

Reconstruction report as submitted by Coordinator of Engineering - Paul daSilva
be received as information and that the tender submitted by Henry Heyink

Construction Ltd. in the amount of \$392,284.80 net HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

8.17 Moved by P. Brown Seconded by R. Atkins

Motion 28 Be it resolved that the Municipal Class Environmental Assessment for the Relocation of Trunk Sanitary Sewer on Tom Street report as submitted by Coordinator of Engineering - Paul daSilva be received as information and that the proposal submitted by MIG Engineering Ltd. in the amount of \$26,373.14 net HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

8.18 Moved by P. Brown Seconded by R. Atkins

Motion 29 Be it resolved that the Water Street Seawall Design – Request for
Proposal report as submitted by Coordinator of Engineering - Paul daSilva be
received as information and that the proposal submitted by Dillon Consulting in
the amount of \$93,800 plus HST be accepted and the Mayor and Clerk be
authorized to sign the contract and other related documents.

CARRIED

- 8.19 Moved by S. Miller Seconded by J. De Gurse

 Motion 30 Be it resolved that the Monthly Report as submitted by Drainage
 Superintendent Lucas DePooter be received as information and that the following recommendations be approved:
 - a) Have a suitably sized access culvert installed on the Bell Maitland Drain at #1555 LaSalle Line, with costs charged 100% to the landowner.
 - b) Have a culvert accessing S1/2 Lot 26, Concession 8 on the Bennett Drain replaced by a suitable and qualified contractor at the expense of the drain.
 - c) Have a private tile installed across Waubuno Road north of Rokeby Line by a suitable and qualified contractor as per St. Clair Township policy.

CARRIED

8.20 Moved by R. Atkins Seconded by T. Kingston

Motion 31 Be it resolved that the Moore Sports Complex Boilers report as submitted by Director of Community Services - Kendali Lindsay be received as information and the low tender in the amount of \$104,500.00 + HST as submitted by Sarnia Plumbing and Mechanical be accepted and approved.

CARRIED

8.21 Moved by R. Atkins

Seconded by T. Kingston

Motion 32 Be it resolved that the Courtright Ball Park Protective Netting/Shade

Structure report as submitted by Director of Community Services -Kendall

Lindsay be received as information and the low tender in the amount of

\$72,345.00 + HST as submitted by Royal Fence be accepted and approved.

CARRIED

8.22 Moved by R. Atkins

Seconded by T. Kingston

Motion 33 Be it resolved that the Playground Equipment Tenders report as submitted by Director of Community Services - Kendall Lindsay be received as information and the low tender in the amount of \$96,882.36 + HST as submitted by New World Playgrounds to replace swing sets at Mooretown Campground, Emi, Sifton and Waubuno Parks, and the playground equipment at Van Damme Park be accepted and approved.

CARRIED

9. BY-LAWS:

Moved by J. De Gurse Seconded by T. Kingston

Motion 34 Be it resolved that the following By-laws receive all three readings and be thereby passed and that the Mayor and Clerk be authorized to execute appurtenant agreements:

- 9.1 By-Law 26 of 2020 To Amend Procedural By-Law 42 of 2019 to Authorize Electronic Meetings during an Emergency
- 9.2 By-Law 27 of 2020 Encroachment Agreement 1731 NOVA Chemicals Allingham Drain

CARRIED

10. IN CAMERA SESSION

The meeting did not include an in-camera session.

11. COUNCILLORS' REPORTS:

Deputy Mayor Miller

Deputy Mayor Miller has attended daily EOC meetings.

Councillor Brown

Councillor Brown asked people to observe physical distancing and stay safe.

Councillor Atkins

Councillor Atkins thanked staff and front-line workers for their efforts during unprecedented times.

Moved by R. Atkins Seconded by T. Kingston

Motion 35 Be it resolved that the cancellation of the Spring Yard Waste
Collection be well advertised to ensure Township residents are aware.

CARRIED

Councillor De Gurse

Councillor De Gurse asked if consideration would be given to lowering water rates since people are at home more often. Mayor Arnold advised that would not be a consideration at this time. The Township rates compare favourably to abutting municipalities.

Councillor Kingston

Councillor Kingston confirmed the Township boat ramps remain open for the time being and that there is currently no fire ban in place.

Mayor Arnold

Mayor Arnold thanked Council, the EOC and members of staff for their continued work throughout this pandemic and wished everyone well.

12. UPCOMING MEETINGS

- 12.1 Regular Council Meeting Monday, April 20, 2020 at 3:00 p.m.
- 12.2 Regular Council Meeting Monday, May 4, 2020 at 3:00 p.m.

13. ADJOURNMENT

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

Moved by P. Brown Seconded by S. Miller **Motion 36** Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 4:20 p.m.

Clerk - Jeff Baranek

Mayor - Steve Arnold