



CORPORATION OF THE TOWNSHIP OF ST. CLAIR

COUNCIL MINUTES

SESSION #21

Electronic Meeting
November 2, 2020
3:00 p.m.

A Regular Meeting of Council was held Monday, November 2, 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
T. Kingston	Councillor
B. Myers	Councillor

Staff:	J. Rodey	CAO
	J. Baranek	Clerk

AGENDA:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting - Session #20 – October 19, 2020

4. CORRESPONDENCE ITEMS

4.1 Brigden Decorating Team – Retirement Notice

4.2 Elections Canada – Request to Lease Voting Sites for Federal Elections

4.3 Request to Purchase Alley – 1186 St. Clair Parkway, Mooretown

4.4 Sombra Sports & Recreation – Request for Approval and Funding of Hydro Installation at Sombra Dock Park

4.5 Letters of Support – Traffic Light at Hill Street and Queen/Nash

5. INFORMATION/CONSENT AGENDA

5.1 St. Clair Region Conservation Authority Meeting Highlights – September 17, 2020

5.2 Enbridge Gas Inc. – Notice of Application – 2021 Federal Carbon Pricing Program

5.3 Shell Facilities – Emergency Notification System Final Testing

6. **REPORTS OF COMMITTEES AND STAFF**

6.1 Clerk's Report – Funding for Council Chamber Technological Upgrades

6.2 Clerk's Report – Temporary Holding Tank Agreement – Ontario Power Generation

6.3 Deputy Clerk's Report – Proposed Communications Tower – Forbes Bros. Ltd. for Xplornet Communications Inc. – 323 Buckingham Road, Port Lambton

6.4 Deputy Clerk's Report – Request for Extension of Draft Approval – Corunna Condominium Project – 168 Beckwith Street

6.5 Treasurer's Report – General Accounts and Corporate Visa Statement

6.6 Treasurer's Report – Insurance Liability Refund from Frank Cowan Company

6.7 Treasurer's Report – Demolition Value for OPG Lambton Generating Station

6.8 Treasurer's Report – Engagement Letters with MNP LLP for 2020 Audit

6.9 Treasurer's Report – Safe Restart Grant and Projected Financial Revenues & Expenses for 2020

6.10 Director of Public Works' Report – Asset Management Plan Finalization

6.11 Coordinator of Operations' (Works) Report – Monthly Report

6.12 Coordinator of Operations' (Works) Report – No Parking Designation - St. Clair Parkway, Port Lambton

6.13 Coordinator of Operations' (Works) Report – Municipal Dock Use Agreement – St. Clair Township & Southwestern Sales Corporation Ltd.

6.14 Coordinator of Operations' (Works) Report – Lambton County Winter Maintenance Agreement

6.15 Coordinator of Operations' (Works) Report – Village Banners/Flags Expenses

6.16 Coordinator of Engineering's Report – Monthly Report

6.17 Coordinator of Engineering's Report – Pedestrian Crossing at Intersection of Bridden Road and Courtright Line

6.18 Drainage Superintendent's Report – Monthly Report

6.19 Director of Community Services' Report - Information

6.20 Director of Community Services' Report – Community Service Fees for 2021

7. **BY-LAWS**

7.1 By-Law 64 of 2020 – Temporary Holding Tank Agreement – Ontario Power Generation Inc. – Former Lambton Generating Station Site

8. **NEW BUSINESS**

8.1 No Parking Request – Moore Line

9. **COUNCILLORS' REPORTS**

10. **UPCOMING MEETINGS**

10.1 Regular Council Meeting – Monday, November 16, 2020 at 3:00 p.m.

10.2 Regular Council Meeting - Monday, December 7, 2020 at 3:00 p.m.

11. **ADJOURNMENT**

1. **CALL TO ORDER**

At the appointed time of 3:00 p.m., Mayor Arnold declared the meeting to order and asked to observe a moment of silence to honour those killed recently during the tragedy in Quebec City.

2. **DECLARATION OF PECUNIARY INTEREST**

None declared.

3. **ADOPTION OF MINUTES**

3.1 Moved by J. De Gurse

Seconded by P. Brown

Motion 1 Be it resolved that the Minutes from the Regular Council Meeting Session #20 held on October 19, 2020, be received and accepted as corrected.

CARRIED

4. **CORRESPONDENCE ITEMS**

Moved by J. De Gurse

Seconded by R. Atkins

Motion 2 Be it resolved that Council accept the following correspondence items as information:

4.1 Brigden Decorating Team – Retirement Notice

4.2 Elections Canada – Request to Lease

4.3 Request to Purchase Alley – 1186 St. Clair Parkway

4.4 SS&R – request for Funding and Installation of Hydro at Sombra Park

4.5 Letters of Support – Traffic Light at Hill and Queen/Nash

CARRIED

Moved by B. Myers

Seconded by R. Atkins

Motion 3 Be it resolved that the Retirement Notice received from the Brigden Decorating Team be received with regrets.

CARRIED

Moved by P. Brown

Seconded by T. Kingston

Motion 4 Be it resolved that Elections Canada be authorized to lease township facilities as per their request for the impending Federal Election.

CARRIED

Moved by S. Miller

Seconded by T. Kingston

Motion 5 Be it resolved that the request to purchase the alley south of 1186 St. Clair Parkway be referred to staff for a report.

CARRIED

Moved by R. Atkins

Seconded by B. Myers

Motion 6 Be it resolved that the request submitted by the Sombra Sports and Recreation to install hydro at Sombra Park be referred to staff to determine potential costs to be considered during 2021 Capital Budget deliberations.

CARRIED

Moved by P. Brown

Seconded by S. Miller

Motion 7 Be it resolved that letters of support for the installation of traffic signals at the intersection of Queen Nash and Hill Streets be received and that staff be directed to consult with the County of Lambton and determine costing for potential installation.

CARRIED

5. INFORMATION ITEMS

Moved by B. Myers

Seconded by P. Brown

Motion 8 Be it resolved that Council accept the following items of information be dealt with as per Council's direction:

5.1 SCRCA Meeting Highlights – September 17, 2020

5.2 Enbridge Gas Inc. – Notice of Application – 2021 Federal Carbon Pricing Program

5.3 Shell Facilities – Emergency Notification System Final Testing

CARRIED

6. REPORTS OF COMMITTEES AND STAFF

6.1 Moved by P. Brown

Seconded by R. Atkins

Motion 9 Be it resolved that the *Funding for Council Chamber Technical Upgrades* report submitted by Clerk – Jeff Baranek dated October 27, 2020, be received and that the technological upgrades approved for the Council Chambers be funded by the General Office Equipment Reserve.

CARRIED

6.2 Moved by S. Miller

Seconded by T. Kingston

Motion 10 Be it resolved that the *Temporary Holding Tank Agreement - OPG* report submitted by Clerk – Jeff Baranek be received and that the Agreement be approved and By-Law 64 of 2020 be considered for approval.

CARRIED

6.3 Moved by P. Brown

Seconded by T. Kingston

Motion 11 Be it resolved that the report submitted by Acting Coordinator of Planning/Deputy Clerk – Caroline DeSchutter dated October 26, 2020, regarding a proposal from Xplornet Communications Inc. for the new construction of a Communication Tower at 323 Buckingham Road (West Becher) be received as information, and the Township's Public Meeting requirement be waived in light of the current COVID pandemic, subject to mailed correspondence and a minimum 14-day comment period being provided to local residents within the notification radius as per the Township's Telecommunication Tower Policy, and notice be published in the Wallaceburg Courier and Sarnia This Week.

CARRIED

6.4 Moved by S. Miller

Seconded by P. Brown

Motion 12 Be it resolved that the report submitted by Acting Coordinator of Planning/Deputy Clerk – Caroline De Schutter, dated October 26, 2020, regarding the extension of a Draft Approval for File 38C-02002 Corunna Condominium Project be received, and the staff be directed to inform the County of Lambton that that the Township of St. Clair has no concerns with the extension of Draft Approval.

CARRIED

6.5 Moved by B. Myers

Seconded by R. Atkins

Motion 13 Be it resolved that the *General Accounts and Corporate Visa Statement* report as submitted by the Treasurer – Charles Quenneville be received as information and the following vendor invoices be approved for the period of September 25 to October 22, 2020 totaling \$7,202,222.81 along with the CIBC

Visa charges for the period of August 25, 2020 to September 24, 2020 total \$20,198.82.

CARRIED

6.6 Moved by S. Miller

Seconded by B. Myers

Motion 14 Be it resolved that the *Insurance Liability Refund from Frank Cowan Company* report as submitted by Treasurer - Charlie Quenneville be received as information that the Liability rebate cheque in the amount of \$17,025.12 be received.

CARRIED

6.7 Moved by J. De Gurse

Seconded by T. Kingston

Motion 15 Be it resolved that the *Demolition Value for OPG Lambton Generating Station* report as submitted by Treasurer - Charlie Quenneville be received as information.

CARRIED

6.8 Moved by B. Myers

Seconded by J. De Gurse

Motion 16 Be it resolved that the *Engagement Letters with MNP LLP for 2020 Audit* report as submitted by Treasurer - Charlie Quenneville be received as information and that the Mayor and Treasurer be authorized to sign the engagement letters for auditing the St. Clair Consolidated Financial Statements, St. Clair Trust Funds and Moore Township Recreational Foundation books.

CARRIED

6.9 Moved by T. Kingston

Seconded by P. Brown

Motion 17 Be it resolved that the *Safe Restart Grant and Projected Financial Impact for 2020* report as submitted by Treasurer - Charlie Quenneville be received as information.

CARRIED

6.10 Moved by T. Kingston

Seconded by B. Myers

Motion 18 Be it resolved that the *Asset Management Plan Finalization* report submitted by Brian Black - Director of Public Works be received as information and the following recommendations be approved:

- that the Township Procurement Policy be waived due to Dillon Consulting's history as an asset management partner assisting with the development of previous asset management plans and based on the firm's familiarity with the Township's asset management system.
- that the quoted proposal submitted by Dillon Consulting in the amount of \$25,000.00 excluding HST, for the completion of the core asset management plan & completion of Stormwater Level of Service information, be approved.

CARRIED

6.11 Moved by T. Kingston

Seconded by J. De Gurse

Motion 19 Be it resolved that the *Monthly Report* submitted by Coordinator of Operations – David Neely be received as information.

CARRIED

6.12 Moved by B. Myers

Seconded by R. Atkins

Motion 20 Be it resolved that the *No Parking Designation – St. Clair Parkway, Port Lambton* report submitted by Coordinator of Operations – David Neely be received as information and that the removal of two (2) potential parking spaces on the west side of St. Clair Parkway, across from Princess Street be approved and "No Parking" signs be installed and pavement markings be painted by Operations staff and equipment, and a by-law be passed to finalize the restriction.

CARRIED

6.13 Moved by S. Miller

Seconded by P. Brown

Motion 21 Be it resolved that the *Municipal Dock Use Agreement – Southwestern Sales Corporation Ltd.* report submitted by Coordinator of Operations – David Neely be received as information and that the Municipal Dock Use Lease Agreement between St. Clair Township and Southwestern Sales Corporation Ltd. Be approved for the rental of the Township owned stone dock south of Sombra, and the Mayor and Clerk be authorized to sign the contract and other related documents.

CARRIED

6.14 Moved by B. Myers

Seconded by T. Kingston

Motion 22 Be it resolved that the *Lambton County Winter Maintenance Agreement* report submitted by Coordinator of Operations – David Neely be received as information and that the Lambton County-Winter Maintenance Agreement be approved and the Mayor and Clerk be authorized to execute the agreement.

CARRIED

6.15 Moved by P. Brown

Seconded by R. Atkins

Motion 23 Be it resolved that the *Village Banners/Flags Expenses* report submitted by Coordinator of Operations – David Neely be received as information and that the cost of installing and removing decorative banners/flags within the Townships communities be approved to be funded from the Public Works operational budget, and that this is limited to a maximum of installing and removing village banners/flags twice per year.

CARRIED

6.16 Moved by J. De Gurse

Seconded by P. Brown

Motion 24 Be it resolved that the *Monthly Report* submitted by Coordinator of Engineering – Paul daSilva be received as information.

CARRIED

6.17 Moved by S. Miller

Seconded by B. Myers

Motion 25 Be it resolved that the *Pedestrian Crossing at Brigden Road and Courtright Line* report submitted by Coordinator of Engineering - Paul daSilva be received as information.

CARRIED

Moved by S. Miller

Seconded by B. Myers

Motion 26 Be it resolved that Option B from the Pedestrian Crossing report submitted by Coordinator of Engineering Paul DaSilva dated January 27, 2020 be selected for installation at the intersection of Brigden Road and Courtright Line.

CARRIED

6.18 Moved by J. De Gurse

Seconded by T. Kingston

Motion 27 Be it resolved that the *Monthly Report* as submitted by the Drainage Superintendent – Lucas DePooter be received and that the following recommendations be approved:

- Have the culvert to W1/4 S1/2 lot 17, concession 6 of the Ritchie Drain replaced by a suitable and qualified contractor at the expense of the drain.
- Have the Chowen Blind Line Drain brushed and cleaned out by a suitable and qualified contractor at the expense of the drain.
- Have 10m of the lawn piping removed at 703 Trella Road and 43m of the lawn and driveway piping replaced by a suitable and qualified contractor at the expense of the landowner, except the cost of replacing one driveway culvert be at the expense of the road authority.

- Have the Taggart Drain brushed and cleaned out by a suitable and qualified contractor at the expense of the drain.
- Have a suitably sized private culvert installed to the E1/2 lot 17, concession 9 (1378 Rokeby Line) in the Burton Creek Drain, with construction and future maintenance costs assessed 100% to this property.
- Have the culvert at the top end of the Whitebread Drain East replaced by a suitable and qualified contractor at the expense of the drain.

CARRIED

6.19 Moved by S. Miller

Seconded by R. Atkins

Motion 28 Be it resolved that the *Information Report* submitted by the Director of Community Services – Kendall Lindsay be received as information.

CARRIED

6.20 Moved by T. Kingston

Seconded by R. Atkins

Motion 29 Be it resolved that the *Community Service Fees for 2021* submitted by Director of Community Services - Kendall Lindsay be received as information the attached Community Services Fees effective April 1st, 2021 and Golf Course Fees effective January 1st, 2021 be approved.

CARRIED

6.21 Moved by T. Kingston

Seconded by S. Miller

Motion 30 Be it resolved that the *COVID-19 Resilience Infrastructure Stream and the other Ontario Trillium Foundation Resilient Community Fund* report submitted by Director of Community Services - Kendall Lindsay be received as information and that Council give approval to apply for the two streams of funding.

CARRIED

7. BY-LAWS:

7.1 Moved by J. De Gurse

Seconded by P. Brown

Motion 31 Be it resolved that By-Law 64 of 2020 being a by-law to approve a Temporary Holding Tank Agreement – OPG receive all three readings and be thereby approved, and that the Mayor and Clerk be authorized to execute the by-law.

CARRIED

8. NEW BUSINESS:

Moved by S. Miller

Seconded by P. Brown

Motion 32 Be it resolved that staff be directed to produce a report to consider a No Parking zone on the south side of Moore Line adjacent to Mooretown Public School.

CARRIED

Treasurer - Charlie Quenneville confirmed November 26, 2020 for the 2021 Township Capital Budget deliberations at 5:00pm to be streamed live online.

9. COUNCILLORS' REPORTS:

Councillor Atkins

Councillor Atkins participated in a recent municipal Bloom webinar and asked the status of a Township Strategic Plan.

Moved by R. Atkins

Seconded by T. Kingston

Motion 33 Be it resolved that staff be directed to produce a report for consideration on possible options to proceed with the development of a Township Strategic Plan.

CARRIED

Councillor Brown

Councillor Brown participated in the SCRCA budget meeting, received his flu shot and received an update on an ongoing surface water issue.

Councillor De Gurse

Councillor De Gurse had nothing to report.

Councillor Kingston

Councillor Kingston attended the Committee of Adjustment meeting.

Councillor Myers

Councillor Myers has been working at the Brigden Fairgrounds to assist in the storage of trailers and boats.

He has received an update on an ongoing property standards issue in Port Lambton.

Deputy Mayor Miller

Deputy Mayor Miller participated in several meetings including two Lambton Group Police Services Board meetings, the SCRCA budget meeting and the County Council meeting.

Mayor Arnold

Mayor Arnold has participated in many meetings including with a potential local industrial developer; the County Council meeting; a meeting at Wellings; a meeting with the local OPP and with many residents.

Mayor Arnold attended the LAWSS meeting where they are set to consider the sale of water to a portion of Chatham-Kent, subject to the results of pending water modelling.

To conclude his report, Mayor Arnold reported that he attended the Flag Raising at Branch 18 Legion in the Wallaceburg and noted that the membership is thankful for the continued support from the Township.

10. UPCOMING MEETINGS

- 10.1 Regular Council Meeting - Monday, November 16, 2020 at 3:00 p.m.
- 10.2 Regular Council Meeting – Monday, December 7, 2020 at 3:00 p.m.

11. ADJOURNMENT

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

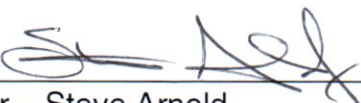
Moved by B. Myers

Seconded by T. Kingston

Motion 34 Be it resolved that the meeting do hereby adjourn.

CARRIED

The meeting was adjourned at 4:30 p.m.



Mayor – Steve Arnold



Clerk – Jeff Baranek

