



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

**COUNCIL MINUTES**

**SESSION #22**

Electronic Meeting  
November 16, 2020  
3:00 p.m.

A Regular Meeting of Council was held Monday, November 16, 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 #21 – November 16, 2020

**3.2** Emergency Services Committee Meeting – November 2, 2020

**3.3** Lambton Group Police Services Board Meeting – August 19, 2020

**4. DELEGATIONS/PRESENTATIONS**

**4.1 PUBLIC MEETING:**

- 3:15 p.m. – Zoning By-Law Amendment – Part Lot 14, Concession 12N, Wilkesport (Mary Card)

**4.2 PUBLIC MEETING:**

- 3:45 p.m. - Zoning By-Law Amendment – Vacant Land Condominium Development – former Walnut Grove Subdivision (Kendel Homes Inc.)

**5. CORRESPONDENCE ITEMS**

**5.1** Sponsorship Request – Royal Canadian Legion Ontario Command – 8<sup>th</sup> Annual Military Service Recognition Book

5.2 St. Clair Region Conservation Authority Memo – Municipal Appointments to Authority

5.3 Girl Guides - Request for Indoor Space

5.4 Farm 911: The Emily Project – Request for Municipal Endorsement

5.5 Sea Can Concern – Down River Pools

6. **INFORMATION ITEMS**

6.1 Lambton Group Police Services Board Report for July/August 2020

6.2 Enbridge Gas Inc. – 2021 Rate Application

6.3 Lambton County – Council Highlights – November 4, 2020

6.4 Municipal Finance Officers' Association of Ontario – Provincial Budget 2020

7. **REPORTS OF COMMITTEES AND STAFF**

7.1 Senior Planner's Report – Proposed Zoning By-Law Amendment – Mary Card – Part Lot 14, Concession 12N, Wilkesport

7.2 Senior Planner's Report – Kendel Homes Inc. – former Walnut Grove Subdivision, Corunna

7.3 Clerk's Report – Set Fines for By-Law 50 of 2020 – Fireworks By-law

7.4 Treasurer's Report – 2021 Ontario Municipal Partnership Fund Allocations

7.5 Treasurer's Report – CIBC Bank Services and Offsetting Arrangement

7.6 Treasurer's Report – 2021 St. Clair Region Conservation Authority Draft Budget

7.7 Treasurer's Report – Early Payment of Drain Debenture Subject to Administrative Fee

7.8 Director of Emergency Services' Report – Information

7.9 Deputy Fire Chief's Report – Fire Department Prevention & Fire Safety Education Activities

7.10 Deputy Fire Chief's Report – Fire Department Training and Health & Safety Activities

7.11 Director of Public Works' Report – Electronic Waste Collection and Recycling

7.12 Coordinator of Operations' (Water/Wastewater) Report – Monthly Report

7.13 Coordinator of Engineering's Report – Pavement Condition Assessment - StreetScan

7.14 Director of Community Services' Report – Opening of Community Halls

8. **BY-LAWS**

8.1 By-Law 61 of 2020 – Temporary Use Agreement – 912176 Ontario Ltd. (Enbridge Gas Inc.) – 3595 Tecumseh Road



**8.2** By-Law 62 of 2020 – Temporary Use Agreement – Enbridge Gas Inc. – 2204 Burman Line

**8.3** By-Law 63 of 2020 – Temporary Use Agreement – NOVA Chemicals – 280 Albert Street, Corunna

**8.4** By-Law 65 of 2020 – Confirming By-Law

**8.5** By-Law 66 of 2020 – To Prohibit Parking on St. Clair Parkway at Princess Street, Port Lambton

**8.6** By-Law 67 of 2020 – Zoning By-Law Amendment – Mary Card – Concession 12, North Part Lot 14, Wilkesport

**8.7** By-Law 68 of 2020 – Zoning By-Law 68 2020 – Zoning By-Law Amendment – Kendel Homes Inc. – Corunna

**9. NEW BUSINESS**

**10. IN CAMERA SESSION**

**10.1** Municipal Act – Section 239 (2) (d) To discuss employee relations related to COVID-19

**10.2** Municipal Act – Section 239 (2) (c) To discuss a potential land swap at Regan Park

**11. COUNCILLORS' REPORTS**

**12. UPCOMING MEETINGS**

**12.1** Regular Council Meeting – Monday, December 7, 2020 at 3:00 p.m.

**12.2** Regular Council Meeting - Monday, December 21, 2020 at 3:00 p.m.

**12.3** Capital Budget Meeting – Thursday, November 26, 2020 at 5:00 p.m.

**13. ADJOURNMENT**

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**1. CALL TO ORDER**

At the appointed time of 3:00 p.m., Mayor Arnold declared the meeting to order. Prior to the noted proceedings, Mayor Arnold recognized and thanked Sandy Kirkman for her 20+ years of service with the Township and asked members of Council to join in a round of applause to acknowledge her contributions over the years.

**2. DECLARATION OF PECUNIARY INTEREST**

None declared.

**3. ADOPTION OF MINUTES**

Moved by J. De Gurse

Seconded by T. Kingston

**Motion 1** Be it resolved that the Minutes from the Regular Council Meeting Session #21 held on November 2, 2020, be received and accepted as corrected.

**CARRIED**



Moved by P. Brown

Seconded by B. Myers

**Motion 2** Be it resolved that the Minutes from the following committees be received as information:

- Emergency Services Committee Meeting – November 2, 2020
- Lambton Group Police Services Board Meeting – August 19, 2020

**CARRIED**

#### **4. DELEGATIONS/PRESENTATIONS**

##### **4.1 PUBLIC MEETING: Zoning By-Law Amendment – Pt Lot 14, Conc 12N, Wilkesport (Mary Card)**

At the appointed time of 3:15 pm, Mayor Arnold declared open a public meeting to consider a proposed re-zoning for the parcel known as Part Lot 14, N Part Concession 12.

The application seeks to re-zone the subject lands from agricultural to residential to conform to future single detached residential development. If approved, the result would include a residential portion but, would preserve the Environmentally Protected area.

Senior Planner - Barry Uitvlugt summarized his report dated November 4, 2020 and Clerk - Jeff Baranek confirmed that there were no comments received from the public and no requests to be a party to the hearing.

Mr. Uitvlugt's report concluded and no clarifications were sought, nor questions asked, by members of Council.

Seeing no other comments, Mayor Arnold declared the public meeting closed and asked for any forthcoming motions.

Moved by S. Miller

Seconded by B. Myers

**Motion 3** Be it resolved that rezoning application R6-2020 converting agricultural land for residential uses for subject property known as Part Lot 14, N Part Concession 12 be approved.

**CARRIED**

##### **4.2 PUBLIC MEETING: Zoning By-Law Amendment – Vacant Land Condominium Development – former Walnut Grove Subdivision (Kendel Homes Inc.)**

At the appointed time of 3:45 pm, Mayor Arnold declared open a public meeting to consider a proposed re-zoning for the parcel known as Part Lots 225 & 226, Part of Lane between Lots 225 & 226 and Part of Albert St., Plan 413, Moore, St. Clair, County of Lambton (East of Queensgate Condominiums).

The application would leave the proposed layout of the condominium plan unchanged and instead would result in amending the type of condo from standard condominium to Vacant Land Condo (VLC).

The proposed amendment would leave the previously approved single-storey row condominiums in the previously approved layout; with the only difference being that the ownership would include conveyable parcels along with the portion of the unit itself.

Councillor Brown confirmed that the units facing Queen Street will have direct access to the street and that each unit has 2 spaces via stacked parking with the complex including areas for overflow visitors parking.

Senior Planner - Barry Uitvlugt summarized his report dated November 5, 2020 and Clerk - Jeff Baranek confirmed that no members of the public requested to be parties to the meeting, nor did they submit comments for consideration. The



applicant participated in the meeting and indicated they would like to begin development promptly if this application is approved.

Seeing no other comments, Mayor Arnold declared the meeting closed and asked for any forthcoming motions.

Moved by T. Kingston

Seconded by S. Miller

**Motion 4** Be it resolved that rezoning application R7-2020 converting standard condominium development to Vacant Land Condominium for subject property known as Part Lots 225 & 226, Part of Lane between Lots 225 & 226 and Part of Albert St., Plan 413, Moore, St. Clair, County of Lambton (East of Queensgate Condominiums) be approved.

**CARRIED**

**5. CORRESPONDENCE ITEMS**

Moved by J. De Gurse

Seconded by R. Atkins

**Motion 5** Be it resolved that Council accept the following items of correspondence as per Council's direction:

- 5.1 RC Legion Service Recognition Book - Sponsorship
- 5.2 SCRC - Board of Director Appointments
- 5.3 Girl Guides – request for Indoor Space
- 5.4 Farm 911: The Emily Project – Request for Endorsement
- 5.5 Sea Can Concern – Down River Pools

**CARRIED**

5.1 Moved by S. Miller

Seconded by T. Kingston

**Motion 6** Be it resolved that the Township support and purchase an advertisement in the Royal Canadian Legion Ontario Command – 8<sup>th</sup> Annual Military Service Recognition Book at a cost of \$1675.

**CARRIED**

5.3 Moved by T. Kingston

Seconded by P. Brown

**Motion 7** Be it resolved that the staff be directed to work with the local Girl Guides to accommodate a complimentary indoor space in the Moore Sports Complex to run their program while observing all necessary COVID protocols.

**CARRIED**

5.4 Moved by S. Miller

Seconded by B. Myers

**Motion 8** Be it resolved that staff be directed to examine The Emily Project program and submit a report for Council's consideration.

**CARRIED**

5.5 Moved by S. Miller

Seconded by T. Kingston

**Motion 9** Be it resolved that the complaint received identifying the placement of a sea-can at 572 St. Clair Parkway be referred to staff for investigation.

**CARRIED**

**6. INFORMATION ITEMS**

Moved by B. Myers

Seconded by R. Atkins

**Motion 10** Be it resolved that the following items of information be dealt with as per Council's direction:

- 6.1 Lambton Group Police Services Board Report – July/August 2020
- 6.2 Enbridge Gas Inc. – 2021 Rate Application
- 6.3 News Release – Lambton County Council Highlights – November 4, 2020
- 6.4 Municipal Finance Officers' Association of Ontario – 2020 Provincial Budget

**CARRIED**



**7. REPORTS OF COMMITTEES AND STAFF**

- 7.1 Moved by S. Miller Seconded by B. Myers  
**Motion 11** Be it resolved that the *Proposed Zoning By-law Amendment – Card Property, Wilkesport* report dated November 4, 2020 submitted by Planner – Barry Uitvlugt be received as information and that the corresponding by-law number 67 be considered for approval.  
**CARRIED**
- 7.2 Moved by S. Miller Seconded by R. Atkins  
**Motion 12** Be it resolved that the *Proposed Zoning By-law Amendment – Kendel Homes Inc. (former Walnut Grove subdivision)* report dated November 5, 2020 submitted by Planner – Barry Uitvlugt be received as information and that the corresponding by-law number 68 of 2020 be considered for approval.  
**CARRIED**
- 7.3 Moved by S. Miller Seconded by J. De Gurse  
**Motion 13** Be it resolved that the *Set Fines for By-Law 50 of 2020 – Fireworks By-law* report submitted by Clerk - Jeff Baranek dated November 6, 2020, be received and that the updated version of By-Law 50 of 2020 to include the Set Fines Schedule be taken as being read three times and the Mayor and Clerk be authorized to execute the amended By-Law.  
**CARRIED**
- 7.4 Moved by T. Kingston Seconded by P. Brown  
**Motion 14** Be it resolved that the *Ontario Municipal Partnership Fund Allocations* report as submitted by Treasurer - Charlie Quenneville be received as information.  
**CARRIED**
- 7.5 Moved by S. Miller Seconded by J. De Gurse  
**Motion 15** Be it resolved that the *CIBC Banking & Offsetting Arrangement* report as submitted by Treasurer - Charlie Quenneville be received and the Council approve the arrangement renewal option with CIBC beginning November 1, 2020 to October 30, 2025 and authorize the Mayor and Treasurer to sign the agreement.  
**CARRIED**
- 7.6 Moved by J. De Gurse Seconded by B. Myers  
**Motion 16** Be it resolved that the *2021 St. Clair Region Conservation Authority Draft Budget* report as submitted by Treasurer - Charlie Quenneville be received as information.  
**CARRIED**
- 7.7 Moved by P. Brown Seconded by R. Atkins  
**Motion 17** Be it resolved that the *Early Payment of Drain Debenture Subject to Admin Fee* report as submitted by Treasurer - Charlie Quenneville be received and that the Township permit ratepayers to pay their drain debenture early subject to an administrative fee of \$30.00.  
**CARRIED**
- 7.8 Moved by B. Myers Seconded by T. Kingston  
**Motion 18** Be it resolved that the *Information Report* as submitted by the Director of Emergency Services – Walt Anderson be received as information.  
**CARRIED**
- 7.9 Moved by T. Kingston Seconded by J. De Gurse  
**Motion 19** Be it resolved that the *Fire Department Prevention & Fire Safety Education Activities* report as submitted by Deputy Chief – Andrew McMillan be received as information.  
**CARRIED**



7.10 Moved by S. Miller

Seconded by P. Brown

**Motion 20** Be it resolved that the *Fire Department Training and Health & Safety Activities* report submitted by Deputy Chief – Steve Bicum be received as information.

**CARRIED**

7.11 Moved by J. De Gurse

Seconded by P. Brown

**Motion 21** Be it resolved that the *Electronic Waste Collection & Recycling* report submitted by the Director of Public Works - Brian Black be received as information and that the agreement with The Electronic Products Recycling Association (EPRA) be approved and that the Clerk be authorized to sign the agreement.

**CARRIED**

7.12 Moved by S. Miller

Seconded by J. De Gurse

**Motion 22** Be it resolved that the *Monthly Report* as submitted by the Coordinator of Water/Wastewater – Chris Westbrook be received as information.

**CARRIED**

7.13 Moved by R. Atkins

Seconded by B. Myers

**Motion 23** Be it resolved that the *Pavement Condition Assessment – StreetScan* report submitted by Coordinator of Engineering - Paul daSilva be received and that the Township Procurement Policy be waived due to StreetScan's familiarity with integrating pavement condition into Cartegraph and that the project be financed as follows"

1. \$30,000 plus HST from the approved capital project "Pavement Investigation"
2. \$10, 987 plus HST from the "Road Reserves"

**CARRIED**

7.14 Moved by T. Kingston

Seconded by B. Myers

**Motion 24** Be it resolved that the *Opening of Community Halls* report submitted by the Director of Community Services - Kendall Lindsay be received as information and Council approves to keep the community halls closed and reassess at a later date.

**CARRIED**

## **8. BY-LAWS:**

Moved by J. De Gurse

Seconded by P. Brown

**Motion 25** Be it resolved 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:

- 8.1 By-Law 61 of 2020 – Temporary Use Bylaw – Enbridge Gas – Tecumseh Road
- 8.2 By-Law 62 of 2020 – Temporary Use Bylaw – Enbridge Gas – Burman Line
- 8.3 By-law 63 of 2020 – Temporary Use Bylaw – Nova – Albert Street
- 8.4 By-Law 65 of 2020 – Confirming By-Law
- 8.5 By-Law 66 of 2020 – To Prohibit Parking on St. Clair Parkway at Princess St., Port Lambton
- 8.6 By-Law 67 of 2020 – ZBLA – Mary Card – Concession 12, North Pt Lot 14, Wilkesport
- 8.7 By-Law 68 of 2020 – ZBLA – Kendel Homes Inc. – Former Walnut Grove subdivision, Corunna

**CARRIED**

## **9. NEW BUSINESS**



Moved by S. Miller

Seconded by B. Myers

**Motion 26** Be it resolved that the annual Christmas gratuity be increased to \$100 annually.

**CARRIED**

**10. IN CAMERA SESSION**

Moved by P. Brown

Seconded by T. Kingston

**Motion 27** Be it resolved that the meeting enter an in-camera session to consider the following:

10.1 (this item was discussed in open session by Motion 27)

10.2 Municipal Act – Section 239 (2) (c) To discuss a potential land swap at Regan Park

**CARRIED**

**11. COUNCILLORS' REPORTS:**

**Councillor Atkins**

Councillor Atkins participated in her first meeting as member of the Board of Directors of Tourism Sarnia Lambton as well as the Sarnia Area Environmental Health Review and the ceremonial tree-planting event in Brander Park to commemorate Port Lambton's 200<sup>th</sup> Anniversary.

**Councillor Brown**

Councillor Brown reported there is a proposed omnibus by-law which would alter the Conservation Authority platform.

Councillor Brown asked staff to review the leaf pickup for 2021 as the process in 2020 was confusing for residents.

**Councillor De Gurse**

Councillor De Gurse advised that he had a concern from a resident who would like to see a three-way stop at Beckwith and Bentinck Streets.

**Councillor Kingston**

Councillor Kingston noted that she received complaints about the confusing leaf pickup process.

**Councillor Myers**

Councillor Myers noted he has received concerns related to the condition of the Parr Drain.

**Deputy Mayor Miller**

Deputy Mayor Miller participated in several meetings including County Council, St. Clair Region Conservation Authority and several Emergency Operations Centre meetings.

**Mayor Arnold**

Mayor Arnold has participated in many events representing the Township: the tree planting at Brander Park and many Zoom meetings including the Emergency Operations Centre meetings.

Mayor Arnold advised that he received notice the Township will be receiving non-prescriptive funds with a formal announcement to be released shortly.



He has received complaints about the current leaf collection process also.

Mayor Arnold thanked staff for their continued efforts as the COVID-19 pandemic continues and encouraged residents to continue practicing social distancing and all other safety measures.

Mayor Arnold concluded his report by asking members of Council to send him notice if they would like a chance to serve on a different committee for the final two years of the council term.

**12. UPCOMING MEETINGS**

- 12.1 Regular Council Meeting - Monday, December 7, 2020 at 3:00 p.m.
- 12.2 Regular Council Meeting – Monday, December 21, 2020 at 3:00 p.m.
- 12.3 Capital Budget Meeting – Thursday, November 26, 2020 at 5:00 p.m.

**13. ADJOURNMENT**

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

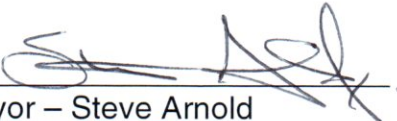
Moved by B. Myers

Seconded by T. Kingston

**Motion 28** Be it resolved that the meeting do hereby adjourn.

**CARRIED**

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

  
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Mayor – Steve Arnold

  
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Clerk – Jeff Baranek

