



# Township of St. Clair

## Minutes

Regular Council Meeting

Monday, December 2, 2024 @ 3:00 PM

Council Chambers

1. **CALL TO ORDER**
2. **LAND ACKNOWLEDGEMENTS**
3. **DECLARATION OF PECUNIARY INTEREST**
4. **ADOPTION OF MINUTES**
  - 4.1. Regular Council Meeting - November 18, 2024 - Minutes  
[DRAFT - Regular Council - November 18, 2024 - Minutes](#)
  - 4.2. Minutes of Township Committees:  
[Heritage St Clair - October & November - Minutes](#)
5. **DELEGATIONS/PRESENTATIONS**
  - 5.1. 3:10 pm - Heritage St Clair - Tracy Kingston  
[Heritage St Clair - Letter-Report-Policies and Procedures](#)
  - 5.2. 3:20 pm - Official Plan Update & Adoption  
[December 2024 Special Council Meeting](#)  
[Township of St Clair - Draft Official Plan](#)
6. **INFORMATION ITEMS**
  - 6.1. Lambton County Council Highlights - November 27, 2024  
[Lambton County Council Highlights - November 27, 2024](#)
7. **REPORTS OF COMMITTEES AND STAFF**
  - 7.1. Treasurer Report - Financial Statements for the Period January to September 2024  
[Financial Statements](#)
  - 7.2. Treasurer Report - Vendor Invoices and RBC VISA Charges  
[Vendor Invoices and RBC VISA Charges](#)
  - 7.3. Treasurer Report - 2025 Tax Due Dates  
[2025 Tax Due Dates](#)
  - 7.4. Director of Emergency Services/Fire Chief Report - Monthly Report  
[Monthly Report](#)

- 7.5. Director of Public Works Report - Delivery Model Analysis & Market Sounding Results  
[Director Public Works-Delivery Model Analysis Market Sounding Results](#)
- 7.6. Director of Public Works Report - RFP Development and Tendering Support Services Proposal  
[Director Public Works - RFP Development and Tendering Support Services](#)
- 7.7. Coordinator of Engineering - Bridge 44 Replacement Tender  
[Bridge 44 Replacement](#)
- 7.8. Director of Community Services Report - Campground Report  
[Campgrounds](#)

## **8. BY-LAWS**

- 8.1. By-Law 57 of 2024 - To Prohibit Offensive Language on Signs  
[DRAFT B-L 57 of 2024 - to Amend Sign Bylaw 13 of 2017 - to prohibit offensive language on signs](#)
- 8.2. By-Law 58 of 2024 - Adoption By-Law - Official Plan  
[DRAFT B-L 58 of 2024 - By-law to Adopt St. Clair Township Official Plan](#)

## **9. COUNCILLORS' REPORTS**

## **10. UPCOMING MEETINGS**

- 10.1. Regular Meeting - Session 21 - December 16, 2024 at 6:00 pm
- 10.2. Regular Meeting - Session 1 - January 13, 2025 at 3:00 pm
- 10.3. Regular Meeting - Session 2 - February 3, 2025 at 6:00 pm

## **11. IN CAMERA SESSION**

- 11.1. Section 239(2)(k) - to consider Township position on negotiations with a Community Partner
- 11.2. Section 239(2)(c) to consider a potential disposition of Township Land
- 11.3. Section 239(2)(c) to discuss an offer to purchase Township land

## **12. ADJOURNMENT**



# MINUTES

## Regular Council Meeting

3:00 PM - Monday, December 2, 2024  
Council Chambers

The Regular Council of the Township of St. Clair was called to order on Monday, December 2, 2024, at 3:00 PM, in the Council Chambers, with the following members present:

**PRESENT:** Councillor Bill Myers, Councillor Brad Langstaff, Councillor Cathy Langis, Mayor Jeff Agar, Councillor Pat Brown, Deputy Mayor Steve Miller, CAO John Rodey, and Deputy Clerk Carlie McClemens

**EXCUSED:** Councillor Holly Foster

### 1 CALL TO ORDER

This meeting is being streamed live through the St. Clair Township Website. By attending a public meeting of Council you are consenting to your image, voice and comments being recorded and published to the Township website.

Anyone who is invited to speak will be recorded and their voice, image and comments will form part of the live stream and public record.

### 2 LAND ACKNOWLEDGEMENTS

We acknowledge that this land on which we are gathered today is part of the ancestral land of the Chippewa, Odawa, and Potawatomi peoples, referred to collectively as the Anishinaabeg. It is through the connection of the Anishinaabeg with the spirit of the land, water and air that we recognize their unique cultures, traditions, and values. Together as treaty people, we have a shared responsibility to act with respect for the environment that sustains all life, protecting the future for those generations to come.

### 3 DECLARATION OF PECUNIARY INTEREST

None to Declare

### 4 ADOPTION OF MINUTES

#### 4.1 Regular Council Meeting - November 18, 2024 - Minutes

##### Motion 1

Cathy Langis made a motion - Be it resolved that the minutes of the following meeting of Council be received and approved:

- Council Meeting Minutes - November 18, 2024 Brad Langstaff seconded the motion. CARRIED.

#### 4.2 Minutes of Township Committees:

##### Motion 2

Bill Myers made a motion - Be it resolved that the minutes of the following committee be accepted and approved:

Heritage St. Clair - October & November - Minutes Pat Brown seconded the motion. CARRIED.



## 5 DELEGATIONS/PRESENTATIONS

### 5.1 3:10 pm - Heritage St Clair - Tracy Kingston

At the appointed time of 3:10 p.m., Mayor Agar welcomed Tracy Kingston, Chairperson of Heritage St. Clair to make her presentation regarding their 2024 Report and 2025 Budget Request.

Heritage St. Clair (HSC) continues to work on several projects including the hamlet project which involves the replacement and installation of additional story boards and maintenance of abandoned cemeteries. International boundary markers at Stag Island are very close to being produced along with the production of bronze plaques. The board has also recently welcomed a few new members to the Committee.

Mrs. Kingston outlines the Committee's 2025 budget request for various proposed projects which is planned to be submitted to the Township's Treasurer for Council's consideration as part of the 2025 Annual Budget. Mrs. Kingston further notes that the Committee is requesting items 1 to 5 listed in the letter provided in the Agenda be approved by Council.

#### **Motion 3**

Cathy Langis made a motion - Be it resolved that the following items be approved:

1. Minutes of November 20, 2024 committee meeting
2. Committee Members for 2025 (second year of a two year term)
3. Bronze plaque prototype for Moore Museum (as included in Nov. 20 minutes). Bill Myers seconded the motion. CARRIED.

### 5.2 3:20 pm - Official Plan Update & Adoption

At the appointed time of 3:20 p.m., Mayor Agar welcomed Planning Consultant from NPG Planning Solutions, Mary Lou Tanner to make her presentation regarding an overview of the Official Plan Review.

Mary Lou Tanner presented a slide deck summarizing the major proposed changes to the Township Official Plan in relation to Housing, Employment, Short-term Vacation Rental Unit Policies, Agriculture, Cultural Heritage and Urban Design. More specifically, how these changes reflect recent legislative amendments to ensure conformance.

## 6 INFORMATION ITEMS

### 6.1 Lambton County Council Highlights - November 27, 2024

#### **Motion 4**

Cathy Langis made a motion - Be it resolved the following items be received as information:

- 6.1 - Lambton County Council Highlights - November 27, 2024. Bill Myers seconded the motion. CARRIED.

## 7 REPORTS OF COMMITTEES AND STAFF

### 7.1 Treasurer Report - Financial Statements for the Period January to September 2024

#### **Motion 5**

Steve Miller made a motion - Be it resolved that the Financial Statements report as submitted by Treasurer, George Lozon dated January to September 2024 be received as information. Brad Langstaff seconded the motion. CARRIED.

**7.2** Treasurer Report - Vendor Invoices and RBC VISA Charges

**Motion 6**

Cathy Langis made a motion - Be it resolved that the Vendor Invoices report as submitted by Treasurer, George Lozon be received and the included invoices be approved for the period of October 27, 2024, to November 23, 2024, totaling \$3,148,092.29; and RBC Visa charges for the period October 16, 2024, to November 15, 2024, totaling \$22,188.94. Bill Myers seconded the motion. CARRIED.

**7.3** Treasurer Report - 2025 Tax Due Dates

**Motion 7**

Pat Brown made a motion - Be it resolved that the 2025 Tax Due Dates report as submitted by Treasurer George Lozon be accepted and the requested dates be approved. Brad Langstaff seconded the motion. CARRIED.

**7.4** Director of Emergency Services/Fire Chief Report - Monthly Report

**Motion 8**

Steve Miller made a motion - Be it resolved that the Emergency Services Monthly report as submitted by Director of Emergency Services/Fire Chief, Richard Boyes be received as information. Brad Langstaff seconded the motion. CARRIED.

**7.5** Director of Public Works Report - Delivery Model Analysis & Market Sounding Results

**Motion 9**

Steve Miller made a motion - Be it resolved that the Delivery Model Analysis & Market Sounding Results report as submitted by Director of Public Works, Brian Black, be received as information. Brad Langstaff seconded the motion. CARRIED.

**7.6** Director of Public Works Report - RFP Development and Tendering Support Services Proposal

**Motion 10**

Pat Brown made a motion - Be it resolved that the RFP Development and Tendering Support Services report as submitted by Director of Public Works, Brian Black, be received as information and that the Township Procurement Policy be waived and the proposal submitted by Colliers for the development of the RFP and tendering support as part of the procurement for the Courtright Wastewater Treatment Plant Expansion at a cost of \$70,575.00 plus HST be approved. Bill Myers seconded the motion. CARRIED.

**7.7** Coordinator of Engineering - Bridge 44 Replacement Tender

**Motion 11**

Steve Miller made a motion - Be it resolved that the Bridge 44 Replacement Tender report as submitted by Coordinator of Engineering, Andrew Malpass be received as information and that the tender submitted by McLean Taylor Construction Limited in the amount of \$3,081,405.77 plus HST be accepted and the Mayor and Clerk be authorized to sign the contract and other related documents. Pat Brown seconded the motion. CARRIED.

**7.8** Director of Community Services Report - Campground Report

**Motion 12**



Cathy Langis made a motion - Be it resolved that the Campground Report as submitted by Director of Community Services Kendall Lindsay be received as information. Pat Brown seconded the motion. CARRIED.

## **8 BY-LAWS**

**8.1** By-Law 57 of 2024 - To Prohibit Offensive Language on Signs

**8.2** By-Law 58 of 2024 - Adoption By-Law - Official Plan

### **Motion 13**

Brad Langstaff made a motion - 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 the by-laws and any agreements thereto:

7.1 - By-Law 57 of 2024 - To Prohibit Offensive Language on Signs

7.2 - By-Law 58 of 2024 - Adoption By-Law - Official Plan  
Cathy Langis seconded the motion. CARRIED.

## **9 COUNCILLORS' REPORTS**

### **COUNCILLOR LANGIS**

Councillor Langis attended a tree planting event at Guthrie Park, attended adopt a family in Port Lambton, volunteered at the Soups and Stews Specialties at the Parish Hall in Corunna, Fireman's Awards Dinner, Capital Budget Meeting.

On November 26, 2024, Councillor Langis attended a meeting in the Council Chambers with the Boy Scouts in attendance to answer a number of questions that they had for Council.

Councillor Langis attended a number of Christmas festivities including: Wilkesport Board Christmas Dinner, Township Rec Club Christmas Party, Corunna Santa Clause Parade.

### **COUNCILLOR MYERS**

Councillor Myers attended a Heritage Committee meeting, Wilkesport Board Christmas, a meeting in the Council Chambers with the Boy Scouts, and Social Club Christmas party.

### **COUNCILLOR LANGSTAFF**

Councillor Langstaff attended the Fireman's Awards Dinner, OFA Annual General Meeting in Toronto, Capital Budget Meeting, Drainage meeting, Wilkesport Christmas parade and Rec Club Christmas Party.

Councillor Langstaff asked Staff to provide a report on the number and location of idle landfills within the Township.

### **COUNCILLOR BROWN**

Councillor Brown attended a tree planting event at Guthrie Park, a Fireman's Awards Dinner, Capital Budget meeting, Township Rec Club Christmas Party, Corunna Santa Clause Parade.

Councillor Brown raised a concern regarding a sign at Guthrie Park in Corunna noting "St Clair Parkway" that is weathered and asked if Staff could please look into this matter.

### **DEPUTY MAYOR MILLER**

Deputy Mayor attended many events representing the Township including County Committee Meeting, tree planting event at Guthrie Park, Committee of Adjustment

meeting, Fireman's Awards Dinner, Capital Budget meeting, County Council, Rec Club Christmas party and Corunna Santa Clause parade.

**Mayor Agar**

Mayor Agar attended several events representing the Township including County Committee Meeting, tree planting event at Guthrie Park, Fireman's Awards Dinner, Capital Budget meeting, County Council, a meeting in the Council Chambers with the boy scouts in attendance, Rec Club Christmas party and Corunna Santa Clause parade.

**10 UPCOMING MEETINGS**

- 10.1 Regular Meeting - Session 21 - December 16, 2024 at 6:00 pm
- 10.2 Regular Meeting - Session 1 - January 13, 2025 at 3:00 pm
- 10.3 Regular Meeting - Session 2 - February 3, 2025 at 6:00 pm

**11 IN CAMERA SESSION**

- 11.1 Section 239(2)(k) - to consider Township position on negotiations with a Community Partner
- 11.2 Section 239(2)(c) to consider a potential disposition of Township Land
- 11.3 Section 239(2)(c) to discuss an offer to purchase Township Land

**Motion 14**

Pat Brown made a motion - Be it resolved that the meeting enter into an in-camera meeting to discuss the following:

- 10.1 - Section 239(2)(k) - to consider Township position on negotiations with a Community Partner
  - 10.2 - Section 239(2)(c) - to consider a potential disposition of Township Land
  - 10.3 - Section 239(2)(c) - to discuss an offer to purchase Township Land
- Bill Myers seconded the motion. CARRIED.

**11.4 Rise and Report**

**Motion 15**

Bill Myers made a motion - Be it resolved that staff be directed to prepare a bylaw to authorize the acquisition of the parcel known as Plan 774 Pt Blk 52 RP 25R9676 PARTS 26 TO 29. Brad Langstaff seconded the motion. CARRIED.

**12 ADJOURNMENT**

- 12.1 The meeting was adjourned at 4:30 pm.

**Motion 16**

Bill Myers made a motion - Be it resolved that the meeting do hereby adjourn. Cathy Langis seconded the motion. CARRIED.

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Mayor - Jeff Agar

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Deputy Clerk - Carlie McClemens

