

## The Corporation of the Village of Oil Springs Regular Meeting Minutes

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Date: Tuesday, August 9, 2016  
Time: 7:00 p.m.  
Location: Village of Oil Springs Council Chambers  
4591 Oil Springs Line, Oil Springs, ON

Council Members Present: Ian Veen, Mayor  
Andrea Burns-Antoine  
Rick Powell  
Matt Strangway  
Larry Wagner

Staff Member Present: Jennifer Turk, Clerk-Treasurer

Public Attendance: Corey Damchuk, Rick Damchuk, Liz Shea, Mrs. Sykes

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### **Call to Order**

Mayor Veen opened the meeting at 7:00 p.m.

### **Declaration of Pecuniary Interest/Conflict of Interest**

No declaration was made by any one member of Council at this time. Mayor Veen requested Council members to make the appropriate declaration if necessary throughout the business of the meeting.

### **Delegations**

7:00 p.m. – Mr. & Mrs. Rick Damchuk

Mr. Damchuk spoke to Council about his recent rental at the Youth Centre. Damage was sustained from the June 25 rental as follows:

- food stuck to the floor
- red dye stains on kitchen floor and countertop, as well as hall floor from slushy machine that was rented for the occasion
- tape marks outside the one doorway.

**Motion #1** – *Wagner/Burns-Antoine: That Council approve for \$75.00 to be deducted from the damage deposit rental on June 25, 2016 for Damchuk Wedding Reception at the Youth Centre as described:*

- *\$75.00 for cleaning staff to remove red stains from kitchen counter, kitchen floor, and hall floor from slushy machine.*

*Based on evidence brought forth by cleaning staff, office staff, public works staff and individuals that rented the hall on the said date. Carried.*

At 7:10 p.m., Mayor Veen thanked the delegation for taking time to come to Council to address their issue.

### **Adoption of Council Meeting Minutes**

**Motion #2** – *Burns-Antoine/Wagner: That the minutes be adopted by Council and that those confidential minutes of the closed sessions of Council remain confidential and restricted from public disclosure in accordance with the exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act:*

- *Regular Council Meeting, July 12, 2016*
- *Closed Council Meeting Minutes July 12, 2016* *Carried.*

## **Business Arising from Previous Meetings Minutes**

### **Official Plan**

Discussion took place regarding the next steps to proceed with a comprehensive review of the Official Plan. Mr. Ezio Nadalin, County of Lambton Planner was unable to attend this month's meeting. Staff informed Council that Mr. Nadalin would be attending the next council meeting in September.

### **Amendment to Minutes – July 12**

It was noted by Councillor Wagner to amend the July 12 minutes on page 3.

## **Opening Tenders/Requests for Proposals**

### **Oil Springs Line – at Municipal Office**

**Motion #3** – Powell/Burns-Antoine: *That the quote from Sev-Con Paving for the asphalt repair work on Oil Springs Line in front of 4591 Oil Springs Line in the amount of \$6,666 plus HST be noted as received and tabled until the 2017 Budget deliberations.* Carried.

### **Community Hall – JO Electric**

Mayor Veen inquired whether the Village would be able to use a generator that was brought to his attention from a Bluewater Power employee for the duration of the projects taking place at the community hall. The Clerk-Treasurer informed Council that upon speaking with Janice McMichael, CEO of Bluewater Power, the generator in question was actually too small for what that building needed in order to keep the businesses located at the community hall fully serviced without disruptions.

**Motion #4** – Strangway/Powell: *That the quote from JO Electric for the rental of a generator for the renovation projects at the community hall be noted as received and that Council approve the said quote, in the amount of \$4,004 plus HST.* Carried.

## **Planning/Zoning**

None.

## **Staff Reports**

**Motion #5** – Wagner/Powell: *That the following Staff Reports be noted as received and filed accordingly:*

9.1 CH2M Hill OMI – June 2016 Monthly Report

9.2 Mike Young – June 15 – July 15 Water Report

9.4 Karen Cook – 2016 Budget as of July 31, 2016 Carried.

### **Oil Springs Firemen Association**

Discussions took place regarding the possible partnership between the Village of Oil Springs Parks & Recreation and Oil Springs Firemen's Association to obtain funding for the installation of an outdoor rink at the Youth Centre.

The Clerk updated Council with the recent announcement of grants that are available for the Village to apply to.

**Motion #6** – Burns-Antoine/Strangway: *That Staff Report #9.3 as presented by the Clerk be noted as received and that Council approve the recommendation from the Clerk and apply for the following grants with the following projects as decided by Council:*

1. *The Ontario 150 Community Capital Program for retrofit lighting at the Youth Centre*
2. *The Ontario 150 Partnership Program for an outdoor rink to be constructed in 2017 at the Youth Centre/Ball Diamond/Skateboard Park in collaboration with the Oil Springs Firemen's Association.*
3. *The Ontario 150 Community Celebration Program for a festival to celebrate Canada turning 150 years old in 2017 called the Oil Springs Outdoor Concert.*
4. *Canada 150 Fund for the Oil Springs Outdoor Concert such as fireworks.* Carried.

### **Public Works Department**

At 7:45 p.m., Superintendent of Public Works, Darren Morningstar gave Council an update of the following issues:

- Discussion of changing the water service at the Community Hall due to the ramp installation. Clerk-Treasurer was directed to contact the engineer to find a cost effective way to move the service to the building.
- Two (2) summer students have been hired. Carley Meredith started May 9 and Curtis O'Mara started July 4. The Village received funding for 16 weeks, 8 weeks for each student. One as Labourer, and one as Administrative Assistant.
- Darren informed Council that both students have been given instruction regarding engaging the blades on the lawnmower.
- Recall was received regarding the transmission on the pickup. Mayor Veen indicated that when the truck goes in for this issue to get a new seat installed on the driver's side.
- Hydrants were flushed June 28, 2016. It was noted from the Clerk that hydrant flushing is to be performed annually. In 2015 the hydrants were flushed in April. When asked why the hydrants were flushed in June, it was noted that the Water ORO had forgotten to perform the annual flushing of the hydrants. The Clerk noted that this could possibly be a non-conformance with Ministry of Environment if the annual hydrant flushing is outlined to occur every 12 months versus anytime in the following year.
- West End Park is completed. Council directed staff to seed the park in fall for grass.
- Youth Centre air conditioners are leaking a bit. Darren had them checked. They are programed to not go below 65oF. Staff was directed to post a sign to indicate the same.
- Sidewalks are uneven is a couple of places throughout the Village. Will be renting equipment to prevent trips on Village sidewalks.
- Roundup sprayed throughout the Village sidewalks and trail. Staff was directed to spray the rocks at the corner of Oil Springs Line and Richmond Street where the landscape took place to improve ground water drainage.
- Request from a resident regarding using the Youth Centre for storage for the mats used at the Gospel Hall event held annually at the centre. Council declined the approval for using the Youth Centre for storage due to liability and health & safety of renters and staff.
- Staff directed to obtain a quote for the bump on Oil Springs Line in front of the municipal office. Darren indicated the Coco Paving declined to quote as well as Cope Construction.

At 8:05 p.m., Mr. Randy Clendenning made his entrance into council chambers.

- Catch basin on Aniline Street to be repaired.
- Bench removed from the Community Hall and placed at the West End Park by the swings.
- Salter is planned to go to Eddy's Mills for maintenance prior to winter.
- A reminder to staff that West End Park is to be in "tip-top" shape for the grand opening at the park of the new installation of equipment.

At 8:10 p.m., Mr. Morningstar made his exit from Council chambers.

### **Delegations**

**8:10 p.m. – Randy Clendenning, CH2M Hill OMI, Project Manager**

Mr. Clendenning presented to Council a proposal for the undertaking as Overall Responsible Operator for Water Services for the Village of Oil Springs Water Distribution System. Council

thanks Randy for the presentation and explained they would discuss the proposal later in the meeting and would have the Clerk inform Mr. Clendenning of their decision.

Discussions proceeded regarding the lagoons in Oil Springs. Currently the south lagoon is plugged and is currently emptying into the north lagoon. OMI will have problem resolved within a week.

At this time, prior to Mr. Clendenning's exit, a cheque for \$1,000 was presented to the chair of Parks & Recreation Committee, Mayor Ian Veen, as a donation towards youth projects throughout the Village.

Mayor Veen thanked Mr. Clendenning for attending Council and for the gracious donation of \$1,000. At this time, Mr. Clendenning made his exit from Council chambers.

### **Planning/Zoning**

None.

### **Staff Reports**

***Motion #5*** – Burns-Antoine/Strangway: *That the following Staff Reports be noted as received and filed accordingly:*

9.1 CH2M Hill OMI – May 2016 Monthly Report

9.2 Mike Young – May 15 – June 15 ORO Water Report Carried.

### **Village Gateway Signs**

Discussions took place regarding the gateway signs that are currently posted at the north and south end of the Village on Oil Heritage Road. The north sign was removed due to the installation of services at the four (4) newly created properties at Meadowview Estates. It was noted that the signs are in poor condition and need replacing. The current signs are twelve (12) years old. Mayor Veen indicated that Mr. & Mrs. Lonnie Barnes are willing to donate two (2) pump jacks to be placed by each sign once installed. The current flower gardens would be removed as they are not maintained.

***Motion #6*** – Wagner/Powell: *That Staff Report #9.3 as presented by the Clerk be noted as received. That Council approves the quote from Country Road Graphics for the purchase of two (2) new gateway signs for the north and south limits of the Village in the amount of \$2150 plus HST. The funds are to be taken out of Working Reserves.* Carried.

### **Councillors' Reports**

None.

### **Committee Meeting Minutes and Reports**

***Motion #7*** – Powell/Wagner: *That the following Committee Meeting Minutes and Reports be noted as received and filed accordingly:*

11.1 BRA – May Minutes & Daily Collection Report

11.2 Economic Development Committee April 26 Minutes

11.3 Oil Springs Cemetery – Thank You Letter Decoration Day Carried.

### **By-laws**

None.

### **Correspondence – Action Required Items**

***Motion #8*** – Burns-Antoine/Powell: *That Action Required Item #13.1 from Oil Springs Optimist requesting the donation of an afghan be noted as received and that Council approve for two (2) afghans to be donated to the Optimist for their raffle.* Carried.

**Motion #9** – Wagner/Burns-Antoine: That Action Required Item #13.3 from Township of Enniskillen regarding the public notice of restricted access of Crooked Road in Enniskillen be noted as received and supported by Council. Carried.

**Motion #10** – Burns-Antoine/Powell: That the following Action Required items be noted as received and filed accordingly:

- 13.2 CUPW/STTP – Review of Public Postal Service
- 13.4 Township of North Frontenac – Resolution - Financial Support for Medical Calls
- 13.5 Township of Addington Highlands – Resolution – Financial Support for Medical Calls
- 13.6 County of Lambton – Warden’s Charity Picnic July 21 Carried.

**Correspondence – Recommended Reading**

**Motion #11** – Strangway/Wagner: That the Correspondence relating to “Recommended Reading” not otherwise addressed by resolution, be noted as received by the Village of Oil Springs Council, and filed accordingly.

- 14.1 AMO Watchfile – June 9, 16, 23, 30, July 7, 2016
- 14.2 OPP – Report Related to Current Billable Calls for Service
- 14.3 MMAH – Proposed Amendments to Residential Tenancies Act Carried.

**Closed Meeting Session**

At 8:55 p.m., Council moved into Closed Session.

**Motion #12** – Powell/Burns-Antoine: That Council move into an In-Camera Meeting of Council pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

- a) personal matters about an identifiable individual, including municipal or local board employees;
  - **4616 Oil Springs Line**
  - **Oil Springs Water Distribution System Overall Responsible Operator**
  - **Long grass complaint at 2787 Oil Heritage Road** Carried.

Council reconvened to their open session of the agenda at 9:20 p.m.

**Motion #13** – Wagner/Burns-Antoine: That the Closed Session be adjourned. Carried.

**Motions Made from Closed Session Discussions**

**Motion #14** – Strangway/Burns-Antoine: That Council proceed with the quote from CH2M Hill OMI for water services as Overall Responsible Operator for the Oil Springs Water Distribution System, provided the contract with Township of Enniskillen is discontinued effective January 1, 2017. Carried.

**New Business**

**County of Lambton Official Plan Review**

It was noted from the Clerk, that the County of Lambton is planning a formal public meeting regarding the revised draft Official Plan on September 7, 2016.

**Oil Springs Optimist Minor Ball Request**

Discussions took place regarding a request that was submitted from Mr. Tony Krammer regarding a donation be made to the Bantam Boys baseball team as they prepare to head to the Ontario Games.

Discussions took place regarding past practices with requests for donations for youth sports being directed to the Oil Springs Parks & Recreation Committee.

***Motion #15*** – Wagner/Burns-Antoine: *That the request from Mr. Tony Krammer requesting funds for Minor Ball Bantam Boys be noted as received and filed. Council directs staff to send a letter of congratulations.* *Carried.*

#### West End Park

Council was reminded of the Grand Opening of the park to take place Saturday, July 16, 2016 at 11am. Councillor Wagner and Councillor Burns-Antoine are attending. Mayor Veen has a prior commitment to attend.

#### Decoration Day

Councillor Wagner thanked Council and staff present for organizing the said event. One issue brought forth was the grass was not cut prior to the event. The Clerk informed Council that an email went to the contractor a couple months prior as reminder. The email sent was not relayed to the contractor from the contractor's secretary. Village residents and Council rallied together to have the grass cut prior to the event starting.

#### Economic Development Committee

Councillor Wagner asked for direction from Council regarding the newly formed committee.

Discussions took place regarding the direction the committee is headed and whether it is the direction Council sees as the best direction to promote economic development in the Village. Council was also reminded that one of the committee members did send in her letter of resignation due to work commitments, however no end date was established. It was also noted from an email received from Brenda Cummings (committee member) that Mr. Dennis Smith showed interest in sitting on the committee as a replacement to the resignation and that this nomination would have to be approved by the committee at the next meeting.

Discussions took place regarding dissolving the committee and making them the Oil Springs Community Group.

***Motion #16*** – Powell/Strangway: *That Council dissolve the Economic Development Committee and become the Oil Springs Community Group where the group can fundraise and obtain grants on their own and have a more successful chance of obtaining funding.* *Carried.*

#### Public Works Labourer

Council was informed that interviews for the vacant position was set to being on Wednesday, July 13 at 9:40am. Councillor Powell, Councillor Burns-Antoine, Mayor Veen, Superintendent of Public Works and the Clerk were all part of the interview panel.

#### Accounts

***Motion #17*** – Powell/Burns-Antoine: *That the Accounts as listed be approved by the Village of Oil Springs Council for payment:*

17.1 Village of Oil Springs General Pay List – June 8 – July 12, 2016 *Carried.*

#### Approval of Confirming By-law

***Motion #18*** – Burns-Antoine/Wagner: *That By-law No. 722 of 2016, being a By-law to confirm all resolutions of the Council Meeting held July 12, 2016 be taken as read a first, second, third reading and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.* *Carried.*

#### Adjournment

Adjournment of the Regular Council Meeting took place at 9:50 p.m.

**Motion# 19** – Powell/Wagner: *That the Regular Council Meeting be adjourned until the next Regular Meeting, to be held on Tuesday, August 9, 2016, commencing at 7:00 p.m.*

*Carried.*

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Mayor

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Clerk