

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

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Date: Tuesday, June 7, 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

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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. – Rick Elliott and Chris VanMensel, BDO (Village Auditors)

At this time Mr. Elliott and Mr. VanMensel were welcomed to Council.

Mr. Elliott proceeded with a review to the Village of Oil Springs 2015 Draft Financial Statements as presented by the auditors.

At 7:01 p.m., Mr. Todd Batson, from Cogeco entered Council Chambers.

It was noted that the Village's FIR had not been sent to Ministry of Municipal Affairs and Housing on time (May 31). Mr. VanMensel noted that on June 8, the FIR would be submitted on behalf of the Village to MMAH.

It was also noted by the Mayor that the draft Financial Statements were later arriving to Council for review. Mr. Elliott noted that due to this being BDO's first year to audit the Village, the completion of the audit took a little longer.

***Motion #1 – Burns-Antoine/Wagner: That Council approve the "draft" Financial Statements, December 31, 2015 and Year End Surplus Calculations for 2015 presented by Rick Elliott and Chris VanMensel, from BDO for the Village of Oil Springs. Carried.***

With no further questions or comments for the auditors, Mr. Elliott and Mr. VanMensel made their exit from Council Chambers at 7:15 p.m.

7:15 p.m. – Todd Batson, Cogeco

At this time Mr. Batson was welcomed to Council.

Mr. Batson explained his reasoning for coming to speak to Council. The issue is there are eight (8) street lights in Oil Springs that require grounding to prevent shock from Cogeco workers when working in and around those particular lights. Lambton Shores, Petrolia, and St. Clair have been contacted with the same issues. The cost for this project will come from Cogeco.

**Motion #2** – Powell/Burns-Antoine: *That Council acknowledges the request from Todd Batson (Cogeco), regarding Cogeco's request to have several streetlights in the Village of Oil Springs grounded for safety reasons. That Council approve the request and direct staff to hire a contractor to provide the necessary work to ground the hydro poles for safety reasons with the understanding that Cogeco will reimburse the municipality for all associated costs with the work.* Carried.

With no further questions or comments for Mr. Batson, he made his exit from Council Chambers at 7:20 p.m.

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

**Motion #3** – Powell/Burns-Antoine: *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, May 3, 2016
  - Closed Council Meeting Minutes May 3, 2016
  - Budget Council Meeting, May 1,7, 2016
  - Closed Budget Meeting Minutes, May 17, 2016
- Carried.

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

##### Water Agreement with Township of Enniskillen – Update

Ms. Turk informed Council that Enniskillen is proposing a new contract due to the increase in costs. The Village is currently waiting for information from Enniskillen in regards to vehicle costs that are currently not outlined in the current contract.

##### West End Park

Mayor Veen informed Council that the old playground equipment and concrete has been removed from the park. New equipment is expected to be installed by June 24, 2016. Mayor Veen is also volunteering his services to remove sod for the installation to take place.

##### Sidewalk Damage at 4760 Oil Springs Line

Councillor Strangway asked for an update pertaining to the damage that was done to the sidewalk at the subject address by the property owner (dump truck of gravel) from April 2016. Ms. Turk informed Council that Darren Morningstar, Superintendent of Public Works would have an update when he arrives to Council.

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

##### Upper windows at Community Hall – 4596 Oil Springs Line

Discussions took place regarding the three (3) quotes received for the said project. Quotes were received from:

- Hart Windows & Doors \$21,890.91
- H. Moore & Son \$22,547.01
- St. Clair Windows \$19,888.00

The above quotes are for 17 windows in the upper level of the Community Hall, all white with ivory cladded exterior. Also includes rental of equipment/lift to perform the project. Window project is to be collaborated with the repointing of the west wall at the Community Hall due to the rental of a generator to keep the operations of Canada Post open.

**Motion #4** – Burns-Antoine/Wagner: *That the quote for the replacement of windows for the Community Hall for the upstairs windows be noted as received from Hart Windows, H. Moore & Son, and St. Clair Windows. That Council approve the recommendation for hiring St. Clair Windows, in the amount of \$17,600 plus HST for white windows with ivory aluminium cladded exterior.* Carried.

## **Staff Reports**

### **CH2M Hill OMI**

Discussions took place regarding the information filled report submitted for the month of April.

### **Water Report**

Discussions took place regarding the report submitted for the period April 15 – May 15, 2016. Council had concerns with the lack of information in the report and directed the Clerk to negotiate with Enniskillen for a more elaborate report upon the approval of the new water contract.

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

9.1 CH2M Hill OMI – April 2016 Monthly Report

9.2 Mike Young, April 15 – May 15 Monthly Report Carried.

### **Xerox Copier**

The Clerk gave Council an update regarding the current lease on the copier that is in the office. The current lease is up in 2017 and options/pricing have been submitted to the Village for consideration.

***Motion #6 – Wagner/Powell: That the following Staff Report #9.3 Xerox Copier – new Lease Proposal, as presented by Ms. Jennifer Turk, Clerk-Treasurer be noted as received. That the Council of the Village of Oil Springs approve the recommendation as set forth by Ms. Turk:***

*RECOMMENDATION: To proceed with a five (5) year lease with Xerox for the colour floor model copier Xerox WorkCentre 7120/7125 Multifunction Printer. Carried.*

## **Councillors' Reports**

None.

## **Committee Meeting Minutes and Reports**

At 7:30 p.m., Mr. Darren Morningstar made his entrance into Council Chambers.

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

11.1 Lambton County Historical Society – Minutes

11.2 BRA – May Minutes & Daily Collection Report

11.3 SCRCA – April Minutes & May Highlights

11.4 Lambton Group Police Service Board – Mar/Apr 2016 Carried.

## **Public Works Department**

At 7:30 p.m., Superintendent of Public Works, Darren Morningstar gave Council an update of the following issues:

- Culvert at 4472 Oil Springs Line replaced. Cosmetics on the landscape to be completed.
- Richmond Street – ditch repaired and cosmetics in the landscaping completed.
- Stewart Cox Ltd – spreading gravel on roads and Darren is dragging them with Village equipment. Next step will be to put brine on the roads.
- A/C in the tractor has been repaired. A couple “o” rings needed to be replaced.
- Quick connect on the lawnmower is giving problems. Keeps breaking. Third time back to Podolinsky’s for repair. Under warranty.
- Grass cutting continuing with the assistance of the summer student. Behind with cutting grass along roadsides. Hoping by Decoration Day to have the sides of roads cut.
- Darren was directed by Council to make sure the garbage cans at the cemetery are emptied prior to Decoration Day. Have the truck cleaned for use.

- It was noted that the garbage cans at the park were getting full. Darren informed Council that it requires two (2) people to empty them as well as the cemetery ones plus the use of the tractor.
- Hanging flowers are hanging and looking good. Some plaques fell with high winds but will be re-hung.
- Catch basins are to be flushed out very soon. Waiting for e-clearance for WSIB before proceeding. Darren was directed to make sure a safety meeting and risk assessment is performed prior to the work being done.
- Cope Construction – Darren had concerns with the recent asphalt patching that was completed by Cope. Mr. Keating came from Cope to meet with Darren and said the work is satisfactory and will be better once people run over the patches with their vehicles – kneading.
- Discussions of patch job to be done in front of the municipal office. Very rough for traffic heading east bound on Oil Springs Line. Darren directed to have Coco Paving come look at it or Cope. Quote from Cope for sidewalks was in the amount of \$9,000. Same quote from Concrete Systems in the amount of \$5,800; leaves \$3,200 that can go towards this project if quote isn't too high.

At 7:40 p.m., Mr. & Mrs. Wayne Strevel made their entrance into Council Chambers.

- Phragmites – Mayor Veen asked when they would be burned. Mayor Veen offered his assistance to help burn them. Darren directed to contact the Fire Chief prior to burning. Darren also directed that is more assistance is needed to contact Larry Watson for man power and the pump truck. Have to make sure the wind is in the right direction.
- Councillor Powell asked for the woodchips at the Memorial Garden to be spread under the trees using the Village tractor.
- Topsoil at the trail for the Garden & Trail Committee as requested.
- Firehall – Contractor in today to provide quote to repair work performed that was sustained from the installation of the solar panels.

At 7:45 p.m., Mr. Morningstar made his exit from Council chambers.

At 7:45 p.m., Mr. Ezio Nadalin, Planner with the County of Lambton made his entrance into Council chambers.

#### **By-laws**

***Motion #8*** – Burns-Antoine/Powell: *That By-law No. 718 of 2016, being a By-Law of the Corporation of The Village of Oil Springs to authorize the execution of an Articles of Agreement with the Village of Oil Springs and her Majesty The Queen In Right of Canada, as represented by the Minister of Employment and Social Development (hereinafter referred to as “Canada”), the established program called Canada Summer Jobs be read a first, second, and third reading and finally passed and the Mayor and Clerk be authorized to sign the said by-law accordingly.*

*Carried.*

***Motion #9*** – Burns-Antoine/Wagner: *That by-law No. 719 of 2016, being a By-law to levy taxes for the year 2016 for the Corporation of the Village of Oil Springs 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.*

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

***Motion #10*** – Burns-Antione/Wagner: *That Council of the Village of Oil Springs support the Town of Shelburne – Autism Spectrum Disorder Resolution.*

*Carried.*

***Motion #11*** – Wagner/Powell: *That the Council of the Village of Oil Springs support Town of Petrolia – PO Box Addressing Resolution.*

*Carried.*

**Motion #12** – Burns-Antoine/Powell: That the Council of the Village of Oil Springs support the Municipality of Chatham-Kent – Climate Change Resolution. Carried.

**Motion #13** – Burns-Antoine/Strangway: That the Council of the Village of Oil Springs support the Township of Wellington North – Door-to-door Sales Resolution. Carried.

**Motion #14** – Wagner/Strangway: That the Council of the Village of Oil Springs support Municipality of Bluewater – Health Care Resolution. Carried.

**Motion #15** – Burns-Antoine/Powell: That the following Action Required items be noted as received and filed accordingly:

- 13.1 MCIT – Ontario Medal for Good Citizenship
- 13.2 Chatham Kent, Champlain Township, Laurie Scott, MPP, Town of Whitby, Town of Aurora, Township of Dorion, Municipality of Calvin, Township of Carling, Township of Augusta, Town of Moosonee, Township of Edwardsburgh Cardinal, County of Huron - Human Trafficking Resolution
- 13.3 Township of South Stormont – Natural Gas Services
- 13.4 City of Timmins – Regulate Gas Prices Resolution
- 13.5 Municipality of Calvin, Township of Russell, County of Huron, – Suspension of Jobs & Prosperity Fund
- 13.6 Township of Augusta, Tay Valley Township, Township of Hornepayne, Niagara-Region – Lyme Disease Resolution
- 13.7 Town of Tillsonburg – Workers Day of Mourning Resolution
- 13.8 Prescott-Russell, North Middlesex – Fort McMurray Resolution
- 13.9 Township of Muskoka lakes – OMB Resolution
- 13.10 Town of Amherstburg, Town of Essex – Widening Highway 3 Resolution
- 13.11 Town of Amherstburg, City of Windsor – Proposed Upgrades to Marathon Facility Resolution
- 13.15 Tay Valley Township, Township of Perry – No Wake Resolution
- 13.18 Huron County – IESO Renewable Energy Resolution Carried.

**Public Meeting – Zoning By-law Amendment – 4778 Aniline Street**

At this time Mr. Nadalin reviewed with Council the planning report as presented by himself pertaining to the Zoning By-law Amendment for 4778 Aniline Street.

**Motion #16** – Powell/Strangway: That Council approve the Zoning By-law Amendment Report as drafted by Ezio Nadalin, County of Lambton Planner for the Village of Oil Springs. That Council approve the recommendation set forth by Mr. Nadalin as set out in the report: This re-zoning by-law amendment can be supported by this Department (County of Lambton Planning) and the following provision should be included with the new zone:

1. That the total accessory lot coverage is increased to 16.7 % (232.8 square metres) and that the maximum height is increased to 5.64 metres.
2. No part of this building is to be used for human habitation or for any commercial activity including the storage of commercial goods.

Therefore, the Council of the Village of Oil Springs, approves the zoning by-law amendment application for 4778 Aniline Street, Applicant Name: Wayne & Betty Strevel. Carried.

At 8:15 p.m., Mr. & Mrs. Strevel made their exit from Council chambers as well as Mr. Ezio Nadalin.

### By-laws Cont...

**Motion #17** – Wagner/Strangway: *That by-law No. 720 of 2016, being a By-law to amend by-law 192 of 1986, changing the zone symbol that applies to those lands described as Concession 3, Part Lot 19, RP25R2791 Part 10 & 11, Village of Oil Springs, formerly known as 4774 & 4778 Aniline Street from R1 to R1-1 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.

### Correspondence – Recommended Reading

**Motion #18** – Burns Antoine: *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 – April 28, May 5, 12, 19, 26, June 2, 2016

14.2 County of Lambton – Rising Cost of Healthy Food

14.3 OEB – Notice to Customers

Carried.

### Closed Meeting Session

At 8:17 p.m., Council moved into Closed Session.

**Motion #19** – 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; - two (2) complaints received – one regarding noise and one regarding ditch repair work at Richmond Street and Oil Springs Line*

Carried.

Council reconvened to their open session of the agenda at 8:50 p.m.

**Motion #20** – Burns-Antoine/Wagner: *That the Closed Session be adjourned.* Carried.

### New Business

Canada 150 Infrastructure Program Fund

**Motion #21** – Burns-Antoine/Powell: *That staff be directed to send in two (2) applications for the community hall – window replacement and repainting the west exterior wall.* Carried

### West End Park

Mayor Veen updated Council with the installation of new playground equipment, that will be accessible, on Monday, June 27, 2016. Mayor Veen is volunteering to dig the site prior to installation. A grand opening has been set for Saturday July 16, 2016.

### Sarnia-Lambton Chamber Meeting

Mayor Veen is out of town for this meeting. Deputy Mayor/Councillor Wagner has been delegated to attend in Mayor Veen’s presence.

### Oil Springs Economic Development Committee

At this time Councillor Wagner gave a brief update of the progress made to date regarding the newly formed committee. Two (2) meetings have taken place, the third meeting is set for Tuesday, July 19, 2016. The committee is in the beginning stages and no clear direction has been set to date.

### Decoration Day

Councillor Wagner updated Council of the event taking place on Father’s Day, Sunday June 19 at 2:30 p.m. Staff was asked to have everything ready prior to event such as garbage cans emptied, receipt books and envelopes ready for pickup as well as cash box for donations and extra pamphlets handy. Councillor Wagner informed Council that Ms. Carol Powell will be

assisting with writing out receipts for donations received. In case of inclement weather the event will take place at the Youth Centre.

**Accounts**

**Motion #22** – Powell/Strangway: *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 – May 4 – June 7, 2016 Carried.

**Approval of Confirming By-law**

**Motion #23** –Wagner/ Burns-Antoine: *That By-law No. 721 of 2016, being a By-law to confirm all resolutions of the Council Meeting held June 7, 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 9:15 p.m.

**Motion# 24** – Burns-Antoine/Powell: *That the Regular Council Meeting be adjourned until the next Regular Meeting, to be held on Tuesday, July 12, 2016, commencing at 7:00 p.m.*

Carried.

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Mayor

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Clerk