

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

---

Date: Tuesday, March 8, 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

---

### **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. – Anita Minielly, General Manager, Oil Heritage District Community Centre

Ms. Minielly gave Council an update pertaining to The Centre:

- celebrating 10 years in 2016
- hours have changed to accommodate users. Added Sunday 7am – 5pm, and holidays 7am – 7pm
- removed non-resident from membership pricing
- offering free 7 consecutive day trail at The Centre

At 7:13 p.m., Mayor Veen thanked Ms. Minielly and she made her exit from council chambers.

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

**Motion #1** – *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, February 9, 2016
- Closed Council Meeting Minutes, February 9, 2016 *Carried.*

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

#### **Public Works Lieu Time**

Discussions took place regarding the amount of lieu time built up in the Public Works department. Staff was directed to remind public works of booking lieu time off by the end of March or management would be forced to book days off for staff to use up the lieu time.

No further business to discuss.

### Opening Tenders/Requests for Proposals

Discussions took place regarding cemetery grass cutting tenders that were received for 2016 season. Lowest bid was received from Vandy's Lawn & Snow with a tender price of \$4,550 + HST. The tenders will be brought forth to the Cemetery Committee meeting booked for Tuesday, March 22, 2016 at 7pm for the committee to approve a tender.

### Public Works Department

At 7:17 p.m., Superintendent of Public Works, Darren Morningstar gave Council an update of the following issues:

- Review of priority list of asphalt projects for 2016 to determine where to spend \$25,000 OCIF grant funding. Projects include asphalt patching, sanitary manhole repair/replacement, catch basin replacement, and storm junction vault replacement. Quotes submitted by Cope Construction. It was discussed that the quotes seem high and for 2017, staff was directed to obtain quotes from other contractors.
- Emergency door ordered from Hart Windows & Doors. Miscommunication between employees at Hart. Door was never ordered therefore another wait of 4 – 6 weeks.
- 58'ers room at community hall had a water leak from a toilet. Has since been repaired.
- In process of clearing sod from the sidewalks/boulevards from snow removal services in 2015/2016.
- Mark Warwick worked 3 hours overtime on Saturday, March 5 to plow and clear snow as well as salting operations. Staff was directed to call in seasonal call-in snow plow operator for future weekend work
- High water meter read from one of the Village meters. Will know what affected the high read once the Village reads meters March 15.
- Should dragging and road dragging to take place as weather turns less cold and snowy.
- Public works to determine sidewalk projects for 2016. Discussions of possible leak at 4597 Oil Springs Line under the sidewalk. Would be Village problem if leak exists.
- **Motion #2** – Burns-Antoine/Strangway: *That the following projects be approved to spend the \$25,000 OCIF (Ontario Community Infrastructure Fund) for 2016 and that staff be directed to proceed with the paperwork to notify the Ministry of the said projects:*
  1. Victoria Street & Richmond Street - \$9,523.00
  2. 4502 Oil Springs Line - \$3,781.00
  3. Post Office Laneway - \$5,240.00
  4. Margaret Street and Victoria Street - \$7,714.00*and that \$14,423 be spent with 2016 Federal Gas Tax Funds*
  1. Sanitary Manhole - \$2,285.00
  2. Fire Hall - \$3,781.00
  3. Storm Manhole - \$8,357.00 Carried.
- Discussions regarding Staff Report #9.6 – Winter Maintenance Policy
- **Motion #3** – Burns-Antoine/Powell: *That Staff Report #9.6 – Winter Maintenance Policy be noted as received and approved by Village Council and that the policy be in effect as of March 8, 2016.* Carried.
- Discussions regarding the appointment of a weed inspector for the Village of Oil Springs
- **Motion #4** – Strangway/Wagner: *That Staff Report #9.11 be noted as received and that staff who is appointed as Weed Inspector for 2016, for The Village of Oil Springs be directed to attend the training in Guelph, Ontario on April 14, 2016 at the Village's expense.* Carried.

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

### Planning /Zoning Issues

None.

## **Staff Reports**

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

- 9.2 Judith & Norman Alix Foundation – Capital Grant
- 9.3 Paperless Agenda
- 9.4 Mike Young, ORO Jan 16 – Feb 15 Monthly Report
- 9.7 CH2M Hill OMI – January 2016 Monthly Operating Report Carried.

**Motion #6** – Wagner/Burns-Antoine: That Staff Report #9.5 – Training Re-imbursement Policy be noted as received and approved by Village of Oil Springs Council and that the policy be in effect as of March 9, 2016. Carried.

## **Councillors' Reports**

None.

## **Committee Meeting Minutes and Reports**

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

- 11.1 Bluewater Recycling – February 18, 2016 Minutes
- 11.2 150<sup>th</sup> Birthday Committee – February 29, 2016 Minutes
- 11.3 SCRCA – February 19, 2016 Minutes Carried.

## **By-laws**

**Motion #8** – Burns-Antoine/Powell: That By-law No. 704 of 2016, being a By-law of the Corporation of The Village of Oil Springs to authorize the execution of an Agreement of Purchase and Sale with Kenneth Wayne Strevel and Betty Emily Strevel relating to the property located at 4778 Aniline Street, Oil Springs, Ontario, legally described as CON 3, PART LOT 18, RP 25R2791, PART 11, IRREG 0.17 AC, 50 FR, geographical Village of Oil Springs, County of Lambton, 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** – Wagner/Strangway: That staff be directed to write off \$2,500 from 3818 000 010 40010 0000 which is the difference between the selling price and taxes owing to bring the balance to \$0. Carried.

**Motion #10** – Burns-Antoine/Strangway: That Bylaw- No. 705 of 2016, being a by-law to provide the appointment of a by-law enforcement officer for the Corporation of the Village of Oil Springs 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 #11** – Powell/Burns-Antoine: That Bylaw- No. 706 of 2016, being a by-law to provide for interim tax levies for the year 2016 for the Corporation of the Village of Oil Springs 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 #12** – Wagner/Strangway: That Bylaw- No. 707 of 2016, being a by-law to provide the appointment of a Weed Inspector for the Corporation of the Village of Oil Springs 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.

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

**Motion #13** – Wagner/Burns-Antoine: That the following Action Required items be noted as received and filed accordingly:

- 13.1 Resolution – Municipality of Bluewater – Physician Recruitment
- 13.2 Lambton County Municipal Association – 75<sup>th</sup> Annual Meeting
- 13.3 Sarnia Heavy Construction – Annual Meeting
- 13.5 Resolution – AMO – Broader Investment Powers
- 13.7 Resolution – Township of Cavan Monaghan – Health Care
- 13.8 Resolution – Town of Aurora – OMB Jurisdiction
- 13.9 Resolution – Town of Northeastern Manitoulin and the Islands – Health Care
- 13.10 Resolution – Town of Amherstburg – Request for Ontario to Cancel RFP for Added Wind Power Generation
- 13.11 Resolution – Township of Minden Hills – OPP Billing Model Carried.

**Motion #14** – Burns-Antoine/Powell: That Action Required item #13.4 be noted as received and that staff be directed to invite the twelve (12) individuals requesting the enactment of the Economical Plan for the Village of Oil Springs, to an open public meeting scheduled for April 5, 2016 at 8:00 p.m. Staff is also asked to advertise for the open house inviting the public to bring their ideas and cost summary to the public meeting. Carried.

**Motion #15** – Burns/Antoine/Wagner: That Action Required #13.6 – Town of Carleton, Resolution calling upon Minister Jeff Leal to discontinue the use of the current evaluation criteria that penalizes municipalities that plan to maintain their infrastructure and instead distribute all future infrastructure grants to all municipalities utilizing a fair and equitable formula be noted as received and supported by the Village of Oil Springs Council. Carried.

### **Correspondence – Recommended Reading**

**Motion #16** – Wagner/Powell: 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 Bluewater Power – Solar Opportunities
- 14.2 MTAG – 2016 Ontario Budget
- 14.3 AMO – Watchfile – February 11, 2016
- 14.4 AMO – Watchfile – February 18, 2016
- 14.5 AMO – Watchfile – February 25, 2016
- 14.6 Lambton College – Canada-Ontario Job Grant
- 14.7 AMO – 2016 Provincial Budget
- 14.8 RealTax – 20 Years in Business
- 14.9 OSUM – 2016 Conference & Trade Show
- 14.10 County of Lambton – Petrolia Landfill Closure
- 14.11 County of Lambton – Proposed Official Plan Carried.

### **Closed Meeting Session**

At 8:35 p.m., Council moved into Closed Session.

**Motion #17** – Burns-Antoine/Strangway: 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) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; - **lawsuit against the Village (Trip and Fall)**

An update was provided by the Clerk-Treasurer. A Statement of Claim was received in regards to a trip and fall incident that took place in 2014.

- b) *personal matters about an identifiable individual, including municipal or local board employees; - **water disconnection notices to seven (7) properties***

The Clerk provided an update of seven (7) properties that are in arrears with their water/sewer accounts. Council directed staff to turn water off and request payment for delinquent accounts.

- c) *personal matters about an identifiable individual, including municipal or local board employees; - **public works employees accumulation of overtime hours and the use of the seasonal call-in snow plow operator.***

The Clerk gave an update of overtime hours that have accumulated. Council directed staff to discuss with Public Works the use of the seasonal call-in snow plow operator for any overtime.

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

**Motion #18** – Powell/Burns-Antoine: *That the Closed Session be adjourned.* Carried.

### **New Business**

#### Fire

**Motion #19** – Burns-Antoine/Powell: *That the fire budget for 2016 in the amount of \$106,224.44 approved by the Joint Fire Commission on March 7, 2016 be approved by The Village of Oil Springs Council.* Carried.

#### Richmond Street

Discussions took place regarding the water run-off from this street to Oil Springs Line since the construction that took place in the summer of 2015. Mayor Veen volunteered to investigate the issue. A possible solution would be to grade the west side in order for the catch basins to catch the water run-off.

#### 4776 Aniline Street

Councillor Wagner expressed concerns with a proposed garage that is set to be constructed in 2016 at the above noted property. Concerns expressed were that the proposed garage would have the intended use for commercial. The Clerk-Treasurer reminded Council that at the time of the public meeting to discuss the minor variance, that will be needed to construct the proposed garage, Council can then voice their concerns and note them as a condition on the minor variance prior to making their decision of granting/not granting the minor variance.

#### 4767 Aniline Street

Councillor Strangway informed Council of a dead tree that should be removed at this address. Staff was directed to send a letter to the property owner to have the tree removed as it is in contravention of By-law No. 678 of 2015.

#### Oil Springs Line and Gypsie Flats Road

Staff was directed by Council to fill in the potholes at the area where parents/guardians pick their children up off the bus.

#### 4570 Oil Springs Line

Discussions took place regarding the subject address being a mechanic shop. Councillor Strangway commented that the building was aged and outdated and would take work to being up to code.

#### 2761 Oil Heritage Road

**Motion #20** – Burns-Antoine/Powell: *That the request of extension for time from Mr. William DeBlock in regards to severances #B 01/15 to #B 04/15 at 2761 Oil Heritage Road to install water, sanitary sewer, and drainage services to four(4) newly created lots be granted with the extension period to expire April 30, 2016.* Carried.

First Aid & CPR

The Clerk-Treasurer gave Council an update that the Deputy Clerk-Treasurer was taking the re-certification course March 9 and 10 in Sarnia.

Accounts

Discussions took place regarding expenses incurred at OGRA/ROMA conference that took place February 21 – 23, 2016.

**Motion #21** – 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 – February 10 – March 8, 2016

17.2 OGRA/ROMA 2016 Conference Expenses - \$88.01

17.3 R. Dobbin Engineering – Community Hall Ramp RFP Invoice - \$6,056.35

*Carried.*

Approval of Confirming By-law

**Motion #22** – Wagner/Burns-Antoine: *That By-law No. 708 of 2016, being a By-law to confirm all resolutions of the Council Meeting held March 8, 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 #23** – Burns-Antoine/Powell: *That the Regular Council Meeting be adjourned until the next Regular Meeting, to be held on Tuesday, April 5, 2016, commencing at 7:00 p.m.*

*Carried.*

---

Mayor

---

Clerk