

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

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Date: Tuesday, April 5, 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. – Janice McMichael-Dennis, Bluewater Power

Discussion took place regarding questions from Council relating to the two (2) proposed solar panel projects to take place at the Community Hall – 4596 Oil Springs Line, and the Enniskillen/Oil Springs Fire Hall – 4589 Oil Springs Line.

Questions were raised by Council pertaining to leasing fees (\$2,400) and maintenance fees (\$700) as outlined in the agreement between the Village and Bluewater Power. At the end of the year, any monies received over \$1,250 will be paid to Bluewater Power and the Village will keep the \$1,250 as per the agreement. If monies received are below \$1,250, Bluewater Power will pay the Village the difference. The Village of Oil Springs is guaranteed \$1,250 per solar roof project.

Engineer report received regarding the Community Hall roof indicated that the roof is structurally sound to handle the weight of the solar panels. No engineer report had been received to date regarding the fire hall. Bluewater Power representatives were currently at Enniskillen Council to present the fire hall project to council.

Nothing further to discuss, Council was informed by the Clerk, that agreements for both projects were later in the council package for approval.

At 7:10 p.m., Mrs. McMichael-Dennis made her exit from Council.

At 7:10 p.m., Darren Morningstar made his entrance into 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, March 8, 2016*

- *Closed Council Meeting Minutes, March 8, 2016*
- *Special Council Meeting, March 21, 2016*

*Carried.*

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

#### **Correction in Minutes**

Councillor Wagner noted an error in the minutes from March 8 Council Meeting.

No further business to discuss.

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

None.

### **Public Works Department**

At 7:15 p.m., Superintendent of Public Works, Darren Morningstar gave Council an update of the following issues:

- On March 10, 2016, Darren met with Matt da Costa from Bluewater Power. Mr. da Costa provided recommendations to decrease energy use in the Community Hall, Fire Hall, and Municipal Office.
- Heavy rains in March caused heavy flows. Discussion of Oil Springs Flow/Wet Well Pump for January, February and March from Ch2m Hill OMI. Council discussed to put a plan in place as there are properties that are hooked into the Village sewer system.
- Community Hall emergency door to be installed April 26, 2016.
- Snow fence has been taken down on Aniline Street.
- Bad weather expected April 5 – 6, Mark is scheduled to come in early if needed.
- Darren on vacation week of April 11, 2016. April 14, Mark to participate in a weed course in Guelph. Ian Burr to come in for relief in Public Works.
- Couple residential water meters reading high throughout the Village from the March 15 reads.
- Youth Centre – motherboard malfunctioned on one of the furnaces. Has since been repaired.
- 2612 Sheriff Street – Drainage issue
- Richmond Street – water draining to Oil Springs Line. Waiting for drier weather to repair landscape for better drainage
- Xplornet – cement pad for internet tower to be installed week of April 11. Cement pad is 9ft x 9ft x 9ft. One whole day to pour cement pad, and another whole day to erect tower.
- 4576 Victoria Street – Drainage issue
- Oil Springs Line Bridge – Mayor instructed Public Works to clear brush from the bridge. Mayor also indicated to remove any brush from the bridge on Gypsy Flats Road.

### **Planning /Zoning Issues**

None.

### **Staff Reports**

***Motion #2*** – *Strangway/Wagner: That the following Staff Reports be noted as received and filed accordingly:*

- 10.1 *Unconquered Sun – Engineer Report for 4596 Oil Springs Line*
- 10.2 *CH2M Hill OMI – Annual Report*
- 10.3 *CH2M Hill OMI – February 2016 Monthly Operating Report*
- 10.4 *Mike Young, ORO Feb 15 – Mar 15 Monthly Report*
- 10.5 *MPAC – March 8 Minutes with Village Staff*

*Carried.*

## **Councillors' Reports**

None.

## **Committee Meeting Minutes and Reports**

**Motion #3** – Powell/Burns-Antoine: *That the following Committee Meeting Minutes and Reports be noted as received and filed accordingly:*

- 12.1 St. Clair Region Conservation Authority – March 2016 Minutes
- 12.2 Bluewater Recycling Assoc. – March 17 Minutes
- 12.3 Lambton Group Police Services – March 23 Agenda Carried.

## **By-laws**

**Motion #4** – Burns-Antoine/Strangway: *That By-law No. 710 of 2016, being a By-law TO DESIGNATE SIGNING OFFICERS AND AUTHORIZE THE EXECUTION OF THE CONTRIBUTION AGREEMENT REGARDING THE CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM BETWEEN HER MAJESTY THE QUEEN IN RIGHT OF CANADA AS REPRESENTED BY THE MINISTER RESPONSIBLE FOR FEDERAL ECONOMIC DEVELOPMENT AGENCY FOR SOUTHERN ONTARIO AND 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 #5** – Powell/Burns-Antoine: *That By-law No. 711 of 2016, being a by-law to amend by-law No. 288 of 1999, for the imposition and collection of fees and charges for certain fire department services 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 #6** – Burns-Antoine/Wagner: *That Bylaw- No. 712 of 2016, being a by-law to to authorize the execution of a Photovoltaic System Lease and Maintenance Agreement with The Village of Oil Springs and Township of Enniskillen and Bluewater Power to the property located at 4589 Oil Springs Line, Oil Springs, Ontario 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 #7** – Burns-Antoine/Powell: *That Bylaw- No. 713 of 2016, being a by-law to to authorize the execution of a Photovoltaic System Lease and Maintenance Agreement with The Village of Oil Springs and Bluewater Power to the property located at 4596 Oil Springs Line, Oil Springs, Ontario 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 #8** – Wagner/Burns-Antoine: *That the Clerk be directed to send a municipal authorization letter to the County of Lambton for the use of larvicide with the Village of Oil Springs to prevent West Nile Virus for 2016.* Carried.

**Motion #9** – Wagner/Powell: *That the following Action Required Items be noted as received and filed accordingly:*

- 14.2 Town of Lakeshore – OMB Simplified Process – Resolution
- 14.3 Town of Amherstburg – OMB Simplified Process - Resolution
- 14.4 City of Markham – OMB Simplified Process - Resolution
- 14.5 Town of Richmond Hill – OMB Simplified Process - Resolution
- 14.6 Municipality of Bluewater – Health Care System - Resolution
- 14.8 Minister Responsible for Seniors Affairs – Proclamation Carried.

**Motion #10** – Burns-Antoine/Strangway: *That Council give permission to the CEE Hospital Auxiliary to hold their annual Tag Day Fundraiser in the Village of Oil Springs, on Friday, May 20, 2016, where funds that are raised will go towards the purchase of equipment for CEE Hospital in Petrolia.* Carried.

### **Correspondence – Recommended Reading**

**Motion #11** – 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.*

- 15.1 AMO Watchfile – March 3, 2016
- 15.2 AMO Watchfile – March 10, 2016
- 15.3 AMO Watchfile – March 17, 2016
- 15.4 AMO Watchfile – March 24, 2016
- 15.5 AMO Watchfile – March 31, 2016
- 15.6 Davis Martindale – Federal Budget Highlights
- 15.7 Frank Cowan – 2016 Changes to Ontario Auto Insurance
- 15.8 Sarnia-Lambton 2016 Employer One Survey Results Carried.

### **New Business**

#### **Council Meeting – Change of Date**

**Motion #12** – Strangway/Wagner: *That the regular scheduled council meeting of Tuesday, May 10, 2016 be rescheduled to Tuesday, May 3, 2016 due to staff conflict with out of town training.*  
Carried.

#### **Drainage Concerns**

Discussions took place regarding drainage concerns that took place during the heavy rains received end of March. Public Works instructed to investigate the following properties to repair their drainage if need be:

- corner of Oil Springs Line and Duryee Street
- 4724 Oil Springs Line
- 2612 Sheriff Street

Public Works was also instructed to keep leaves and debris off all catch basins throughout the Village to allow ground water to flow freely.

At 7:45 p.m. Joy and Dennis Smith, and Gord and Margaret Perry entered council chambers.

Public Works was instructed to paint marks for drain direction on roadways. East end of the Village has not been done.

#### **Accounts**

**Motion #13** – Strangway/Powell: *That the Accounts as listed be approved by the Village of Oil Springs Council for payment:*

- 18.1 Village of Oil Springs General Pay List – March 9 – April 5, 2016 Carried.

At 7:50 p.m., Council took a break before the Public Meeting session regarding the Village’s Economic Development Plan began at 8:00 p.m.

#### **Public Meeting – Economic Development Plan 8:00 p.m.**

**Council Attendance:** Mayor Veen, Councillor Burns-Antoine, Councillor Powell, Councillor Strangway, Councillor Wagner

**Staff Attendance:** Jennifer Turk, Clerk-Treasurer

**Public Attendance:** Brenda Cummings, Charlie Fairbank, Ken McIntyre, Norma McIntyre, Darren Morningstar, Gary Patel, Gord Perry, Margaret Perry, Matt Slotwinski (SLEP), Dennis Smith, Joy Smith, Mrs. Marten Vanderwerf, Adam Veen (SLEP), Carole Wood

At this time, appointed representative, Ms. Brenda Cummings presented to Council her groups concerns regarding the Village of Oil Springs Economic Development Plan. Ms. Cummings presented three (3) recommendations to Council:

1. set aside resources to implement the plan
2. hire an Economic Development Officer
3. form an Economic Development Committee

Ms. Cummings expressed concerns to Council regarding keeping the momentum moving forward with the plan in order for the Village to thrive. Ms. Cummings recommended with the formation of the committee, that three (3) individuals from her group would form the committee, along with the request of two (2) councilors, and that this committee be a committee of council.

Suggestions presented to Council:

- first meeting to occur within 30 days
- rotate the place of meetings throughout the Village at the different businesses
- real estate agent(s)

Suggestions from Council to the group:

- include Business After 5 – Chamber of Commerce
- SLEP
- Sarnia-Lambton Tourism

Mayor Veen expressed to the group that this will require a commitment from those wanting to be on the committee, and reminded the group not to get discouraged as this will take time.

To be discussed at the first meeting:

- review of procedural by-law
- terms of reference for committee
- list of goals/priorities for 2016
- surveys to the Village to ask what the residents want. Mayor Veen indicated that this was done in 2011 and the answers weren't practical. The Village of Oil Springs is not going to see big box names because the Village is too small. Other big box names in neighbouring communities that are larger than Oil Springs are struggling. Mr. Perry indicated that perhaps a door-to-door survey would be better for getting responses.

Types of businesses to bring into the Village:

- grocery store, café/restaurant, and "watering hole". Mayor Veen indicated to the group that in the past, a café and grocery store were attempted but failed due to lack of support from residents. Mr. Patel who owns the Service Centre in the Village agreed that he struggles with the grocery end of his business due to lack of support. He is currently trying to have a grocery store chain come into his business.

At 8:17 p.m., Mr. Paul Smith entered council chambers.

Discussions took place regarding Council making property owners accountable for the clean-up of their properties. Currently there are a couple of properties in the Village that have underground gas tanks. Mayor Veen reminded Council and the group that it is expensive to clean up properties and gave 4778 Aniline Street as an example.

At 8:30 p.m., Heather Wright from The Independent made her entrance into council chambers.

Mr. Charlie Fairbank addressed Council regarding small communities are being forced to bleed into bigger communities. Village of Oil Springs is known historically for oil and the committee should be focusing on that to try to attract people and businesses.

Mr. Perry addressed Council regarding there is a lot of good information in the plan from 2011, and the committee should take that information with today's information and work together move forward with the plan.

Mayor Veen addressed the group and reminded them that all the successful events that have taken place in the Village, requires a lot of volunteers. The same volunteers can't be expected to run the events year after year. The Village needs new faces and commitment. Without the volunteers the new and annual events will not take place.

Discussions took place regarding the size of the committee to be formed as a committee of Council. Minimum of five (5), three (3) from the group of twelve (12), Ms. Brenda Cummings, Mr. Gord Perry, and Ms. Carole Wood and two (2) from Council will form the committee. Mayor Veen indicated that Council will decide later tonight who those two (2) councilors will be. Mayor Veen reminded the group that because this committee will be a committee of council, there are rules to follow such as the Procedural By-law and someone will be needed to take minutes of each meeting. Also at each meeting, there will have to be quorum in order to proceed. Ms. Turk, Clerk-Treasurer agreed to be the secretary for the committee. Mayor Veen indicated that the meetings would have to occur at night as all of Council works during the day. The newly formed committee will be chaired by a council member. Ms. Turk informed the group that the procedural by-law will be on the agenda at the first meeting as well as terms of reference for the committee to review and approve.

At 8:55 p.m., Mayor Veen thanked the group for attending Council and thanked them for their interest in reviving the economic plan. The group made their exit from council chambers.

#### **Closed Meeting Session**

At 9:05 p.m., Council moved into Closed Session.

**Motion #14** – 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) *litigation or potential litigation, including matters before administrative tribunals; affecting the municipality or local board – **4616 Oil Springs Line***

An update was provided by the Clerk-Treasurer. Property Standards Officer for the County of Lambton and the property owner were to attend court on Thursday, April 7, 2016 regarding outstanding orders.

- b) *personal matters about an identifiable individual, including municipal or local board employees; - **4605 Victoria Street***

An update was provided by the Mayor. A potential buyer for the property from Toronto for a potential venue to bring 25 jobs to the municipality.

- c) *personal matters about an identifiable individual, including municipal or local board employees; - **Employee Overtime***

An update was provided by the Clerk-Treasurer. By April, overtime hours totaled 56.5 from Public Works. Those hours have been booked to be used up by August 2016.

- d) *personal matters about an identifiable individual, including municipal or local board employees; - **4694 Oil Springs Line – Drainage Concerns***

An update was provided by the Mayor. During the heavy rains in March, the property owner expressed concerns with the maintenance of the infrastructure (catch basin).

Council reconvened to their open session of the agenda at 9:15 p.m.

**Motion #15** – Burns-Antoine/Wagner: *That the Closed Session be adjourned.* Carried.

**New Business**

**Oil Springs Flow/Wet Well Pump Report**

Discussions took place regarding the report as presented by Mayor Veen, developed by Ch2M Hill OMI, the amount of pump hours that occurred during the heavy rains, due to residents being hooked up to sanitary sewer for drainage from their property. Mayor Veen expressed concern of the overload of flow that the system was not constructed to handle.

***Motion #16 – Burns-Antoine/Wagner: That staff be directed to investigate a policy/bylaw to prohibit properties from connecting to the sanitary sewer for drainage issues. Carried.***

**Aniline Street Drainage**

Discussions took place regarding public works to install a restrictor to both outlets on Aniline Street to slow the flow of ground water into the Village’s wastewater system.

**Driveways/Village Easements**

Discussions took place regarding public works to install gravel where gravel is lacking, where new sidewalks were replaced (shouldering sidewalks with topsoil or gravel) where needed to prevent the new sidewalks from breaking or chipping.

**Overgrown Grasses**

Discussions took place regarding public works to remove grass on sidewalks (edging) throughout the Village so when sidewalk maintenance is to occur, there will be less damage to Village easements and boulevards.

**Economic Development Committee**

Discussions took place regarding who, from Council, was going to participate on the newly formed committee. Councillor Wagner and Councillor Burns-Antoine volunteered to be on the committee with Councillor Wagner chairing. Mayor Veen will attend meetings as his schedule permits.

**Approval of Confirming By-law**

***Motion #17 – Burns-Antoine/Powell: That By-law No. 714 of 2016, being a By-law to confirm all resolutions of the Council Meeting held April 5, 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# 18 – Wagner/Burns-Antoine/Powell: That the Regular Council Meeting be adjourned until the next Regular Meeting, to be held on Tuesday, May 3, 2016, commencing at 7:00 p.m. Carried.***

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Mayor

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Clerk