The Corporation of the Village of Oil Springs
Regular Meeting Minutes

Date:	Tuesday, December 6, 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 Present:	Larry Currie

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. – Larry Currie – Property Owner 4616 Oil Springs Line

Mayor Veen welcomed Mr. Currie into Council chambers.

Mr. Currie presented Council with a request to have the penalty wrote-off his property taxes, as a method of assistance to help the property owner pay his outstanding tax balance.

Discussions took place regarding Mr. Currie's intentions pertaining to the said property. Currently there are two (2) outstanding orders on the property that need to be addressed by the property owner.

At 7:05 p.m., Mrs. Sue Whiting entered Council Chambers.

Motion #1 *– Burns-Antoine/Strangway: That the request from the property owner at 4616 Oil Springs Line be noted as received (request for relief of interest on property tax account) and that the Council of the Village of Oil Springs deny the said request. Carried.*

At 7:12 p.m., Mr. Currie made his exit from Council chambers.

7:12 p.m. - Sue Whiting, President, Oil Springs Optimist Club

Mayor Veen welcomed Mrs. Whiting into Council chambers.

Mrs. Whiting presented Council with a plan from the Optimist to upgrade the basketball court at West End Park.

At 7:14 p.m., Mr. Darren Morningstar made his entrance into Council chambers.

Discussions took place regarding the Optimist looking after the supply of specialized wood chips for the East End Park, West End Park, and Skateboard Park. The expense of the wood chips is

not an eligible expense from the lottery trust account as cited by AGCO. The expense of wood chips will go to the next Parks & Recreation Committee meeting in March 2017.

Motion #2 *– Powell/Strangway: That the request from Oil Springs Optimist Club regarding upgrades to the existing basketball court at west end park be noted as received and approved, with the following conditions:*

- *Upgrade to the existing basketball backboards paid in full ($3,428.42) by the Optimist.*
- *Village to remove the existing backboards.*
- *Village to supply the paint and labour to paint the existing posts prior to installation of the backboards. This expense would come out of the Parks & Recreation Committee.*
- *The work to take place when drier weather is available. Carried.*

At 7:20 p.m., Mrs. Whiting made her exit from Council chambers.

Adoption of Council Meeting Minutes

Motion #3 *– Burns-Antoine/Strangway: 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, November 1, 2016*
- *Closed Council Meeting Minutes November 1, 2016, 7:10 p.m.*
- *Closed Council Meeting Minutes November 1, 2016, 8:05 p.m. Carried.*

Business Arising from Previous Meetings Minutes

Snow Fence

Councillor Wagner noted the fence was installed, however one spot needed more reinforcement. Mr. Morningstar informed Council that the spot was repaired.

WiFi

Mayor Veen asked staff how the WiFi was working since being installed. Mr. Morningstar informed Council that he is able to retrieve his emails without any disruptions.

Youth Centre – Women's Washroom (Middle Stall)

Mr. Morningstar informed Council that the internal toilet parts were replaced. Mayor Veen indicated that if the toilet continues to cause issues, the toilet is to be replaced.

Snow Plow Training

Mr. Morningstar informed Council that Mr. Tyson McLachlan, and Mr. Joel Butler have taken training for the upcoming snow season. Training took place November 22 and 23 in London.

Trees at Bridge

Councillor Wagner asked Mr. Morningstar if the trees at the bridge on Oil Springs Line have been removed. Mr. Morningstar indicated that they had not been.

Morning Patrols

Councillor Burns-Antoine asked Mr. Morningstar when morning patrols begin. Mr. Morningstar informed Council morning patrols commence at 7:45 a.m., when there is more daylight to help with vision.

Youth Centre Rental – LCDS

Councillor Burns-Antoine asked staff if LCDS accepted Council's offer of the cost of rent at the Youth Centre for their monthly dances. Ms. Turk informed Council that LCDS has found another venue to hold their dances.

Oil Springs Line – Rehabilitation Project

Discussions took place regarding the quote received in 2014 for the re-paving of Oil Springs Line in the amount of $98,911.98.

Ms. Turk informed Council that in 2017 this project will be on the capital plan listing as well as any other capital project that Council/staff feels needs to take place. At that time Council and staff will deliberate what projects are a priority as well as financial plans to complete the projects.

Opening Tenders/Requests for Proposals

Garbage/Recycling RFP

Discussions took place regarding the request for proposal as presented by Ms. Turk regarding garbage/recycling services for the Village of Oil Springs. The current contract with Bluewater Recycling is set to expire April 30, 2017, at which time Council will have another contract in place whether with the current contractor or with a new contractor for the said services.

Motion #4 *– Burns-Antoine/Powell: That the Garbage/Recycling RFP as presented by the Clerk be noted as received and approved for circulation to welcome tenders, with deadline of March 31, 2017. Carried.*

Public Works Department

At 7:30 p.m., Superintendent of Public Works, Darren Morningstar joined Council at this time. The Superintendent of Public Works gave Council an update of the following items:

- Grass cutting is completed for the season
- Snow plow equipment and salter are ready for the winter season
- Snow fence is up. Mr. Morningstar mentioned that the property owner appreciates the courtesy call of when the snow fence is going up and coming down
- Tyson and Joel at Snow Plow Training in London November 22 & 23. Advance will be given to Joel as much as possible in the event Public Works needs a third (3rd) man to remove snow/salt roadways
- Railing up at the community hall and fence is removed from site
- Pavement Presentation – Action Required Item #13.12 – Council is invited to attend. Mayor Veen indicated that possibly Councillor Powell could attend the training session. Mr. Powell wasn't sure what was on his schedule and would contact the office once he knew his availability
- Two (2) trees at the cemetery removed as a hazard precaution. Both trees were ash
- ABS module in the F150 needs to be replaced. Part is not under warranty. Mr. Morningstar has been calling around for prices as directed by the Clerk. Council directed that a new module be used not a secondhand module.

Motion #5 *– Strangway/Wagner: That the module for the F150 pickup is to be replaced with a new module at a local Ford dealership due to safety and liability. Carried.*

- It was noted that the Christmas tree is on a timer
- 2575 Richmond Street – Repaired water leak at the valve/blowoff
- 4614 Oil Springs Line – Council directed public works staff to investigate the fence at the subject address due to a verbal complaint brought forth from earlier in the meeting
- Discussions took place with Mr. Morningstar regarding Public Works Item #7.1 – items as discussed at the last council meeting pertaining to Kelly Road rehabilitation, sidewalk repairs/replacement, and Oil Springs Line rehabilitation. Mr. Morningstar was directed

by Council to come to the next Council meeting with a list of sidewalks that are in need of replacement in 2017 for Council to review.

- Pavement Presentation in Florence on December 13. Mr. Morningstar indicated that he would be attending the presentation and hopefully this session would give him some ideas for 2017 budget
- Discussions of capital budget listing of infrastructure that is need of repair/replacement in the future. Clerk suggested she compile a list for April 2017 for Council to review
- Discussions took place regarding the hydrant flushing that took place November 24, 2016. Hydrant flushing was a result of complaints that mayor Veen received. Councillor Burns-Antoine asked that Council be notified of complaints such as this. The clerk informed Council that staff knew nothing about the rusty water until staff reviewed the Village's Facebook page and saw comments on there. At that point office staff informed Public Works staff to notify the Village's ORO to deal with the issue. Mayor Veen indicated that he may be to blame as to why Councillors didn't know about the rusty water issue as the water tested fine and was drinkable. There was no cause for alarm

At 7:55 p.m., Mr. Morningstar made his exit from Council chambers.

Planning/Zoning
None.

Staff Reports
Motion #6 *– Wagner/Burns-Antoine: That the following Staff Reports be noted as received and filed accordingly:*

9.1 CH2M Hill OMI –October 2016 Monthly Report
9.2 CH2M Hill OMI – Hydrant Flushing Report November 2016 Carried.

Mayor Veen commented on the report as received by OMI. Indicated how nice it was to receive a report when work is being done on our water system.

Councillors' Reports
None.

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

11.1 SCRCA –November 10, 2016 Minutes
11.2 BRA – November 17, 2016 Minutes
11.3 Emergency Management – Verbal Update
11.4 Lambton Group Police Services Board – Agenda
11.5 Lambton County Trails – Agenda & Minutes Carried.

At this time, Ms. Turk informed Council regarding Item #11.3, that the municipality is not compliant for 2016. This is due to the Village's CEMC's not taking the IMS 200, which has been only offered where a considerable amount of driving would be needed to take the course. IMS 200 cannot be taken without IMS 100, which is available online.

Motion #8 *– Wagner/Burns-Antoine: That the request from the Oil Springs Growth Committee requesting signage to signify where the downtown area is be noted as received and approved by Council. Purchase two (2) signs 24" x 12" saying Downtown with an arrow. Funds are to be taken out of the Oil Springs Growth Committee. Carried.*

By-laws

Motion #9 *– Burns-Antoine/Powell: That by-law No. 732 of 2016, being a By-law to designate signing officers and authorize the execution of the lease agreement between The Village of Oil Springs and Canada Post Corporation for the occupancy at the Community Hall, 4596 Oil Springs Line 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 #10 *– Wagner/Powell:: That the following Action Required items be noted as received and filed accordingly:*

13.1 MP Marilyn Gladu – Open House
13.2 Resolution – Tay Valley - UPCSB
13.5 Resolution - Township of Madawaska – Bill 7 Affordable Housing
13.6 Resolution – MPP Lorne Coe – Bill 9 – Age Discrimination Against Stroke Recovery
13.8 Town of Blue Mountains – OSUM Conference
13.9 Christmas for Everyone – Request for Funds
13.10 EXIT Reality – Mindful Achiever Seminar
13.12 Dawn-Euphemia – Pavement Presentation *Carried.*

Motion #11 *– Burns-Antoine/Wagner: That the following Action Required Item #13.3 from Tay Valley regarding 570,000 Ontario consumers are unable to maintain a paid up balance on their electrical bills be noted as received and supported by the Village of Oil Springs Council. Carried.*

Motion #12 *– Burns-Antoine/Wagner: That the following Action Required Item #13.4 from Lambton College regarding the 50th Anniversary Legacy Project where ten (10) trees will be planted within the Village of Oil Springs in 2017, be noted as received and approved by the Village of Oil Springs Council. Carried.*

Motion #13 *– Burns-Antoine/Powell: That the following Action Required Item #13.7 Physician Recruitment Taskforce, request for donation, be noted as received and referred to Budget discussions for 2017. Carried.*

Motion #14 *– Wagner/Strangway: That the following Action Required Item #13.11 from AMO – Office of the President regarding the Federal Government to provide long-term, stable, predictable and formula-based infrastructure funding for better management for long-term capital planning and asset management be noted as received and supported by the Village of Oil Springs Council. Carried.*

Ms. Turk informed Council to advise her if anyone is attending the Pavement Presentation as outlined in Item #13.12.

Correspondence – Recommended Reading

Motion #15 *– Powell/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 – November 3, 10, 17, 24, December 1, 2016
14.2 Ministry of Finance – OMPF Funding
14.3 AMCTO – News Release Carried.

Closed Meeting Session

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

Motion #16 *– Wagner/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) labour relations or employee negotiations – ***Performance Appraisals***

b) labour relations or employee negotiations – ***Staff Meeting Outcome***

c) personal matters about an identifiable individual, including municipal or local board employees – ***Grass Cutting Services - 3818 000 010 15607 0000 and 3818 000 010 15609 0000*** *Carried.*

Council reconvened to their open session of the agenda at 9:02 p.m.

Motion #17 *– Wagner/Powell: That the Closed Session be adjourned*

Motions Made from Closed Session Discussion

Motion #18 *– Wagner/Burns-Antoine: That Council approve a three percent (3%) increase to staff wages. This includes Clerk-Treasurer, Deputy Clerk-Treasurer, Superintendent of Public Works, Labourer, and cleaning staff effective January 1, 2017. Carried.*

Motion #19 *– Wagner/Burns-Antoine: That Council approve a $50 gift card from a local grocery store for each staff member as a Christmas bonus. This includes Clerk-Treasurer, Deputy Clerk-Treasurer, Superintendent of Public Works, and Labourer. Carried.*

Motion #20 *– Strangway/Burns-Antoine: That the property owner of the two (2) vacant properties on Orchardview Drive, 3818 000 010 15607 0000, and 3818 000 010 15609 0000 be sent a letter stating that the Village of Oil Springs will no longer be responsible for maintenance of grass cutting on the said properties unless a complaint is received through the Long Grass and Weeds Act. Carried.*

Motion #21 *– Powell/Wagner: That Council direct staff to send a letter to the Ontario Aboriginal Housing Services regarding the condition of the property on Aniline Street as discussed in Closed Session. Carried.*

Motion #22 *– Powell/Wagner: That the Closed Session be adjourned. Carried.*

Council reconvened in Open Session at 9:02 p.m.

New Business

None to report.

Accounts

Motion #23 *– Wagner/Powell: 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 – November 2 – December 6, 2016

17.3 Township of Enniskillen – Water ORO Invoice

17.4 AMCTO – 2017 Membership

17.5 Sarnia-Lambton Chamber – 2017 Membership

17.6 CHO-PCO – 2016 Membership

17.7 Lambton County Historical Society – 2016 Membership

17.8 OMMI – 2017 Membership

17.9 MFOA – 2017 Membership Carried.

At this time Ms. Turk reviewed the 2016 Expenditures and Revenues as of October 31.

Council asked what the clothing allowance was for Village employees. Ms. Turk explained to Council that the clothing allowance is $200 per year, per person and $150 per year, per person

for safety boots. Ms. Turk indicated that if Council wanted to review the policy, she would bring the policy to Council January.

Discussions took place regarding the revenue generated from the solar panels that were installed earlier this year at the community hall and the fire department. As stated in the contract with Bluewater Power, $1,250 is kept by the Village for each location. Those funds are then put into reserves for each building. Anything over and above the $1,250 is sent to Bluewater Power.

Motion #24 *– Wagner/Burns-Antoine: That the Accounts Correspondence item #17.2, Expenditures/Revenue Update as of October 31, 2016, as presented by the Clerk-Treasurer be noted as received and filed accordingly. Carried.*

Approval of Confirming By-law

Motion #25 *–Powell/Strangway: That By-law No. 733 of 2016, being a By-law to confirm all resolutions of the Council Meeting held December 6, 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# 26 *– Wagner/Strangway: That the Regular Council Meeting be adjourned until the next Regular Meeting, to be held on Tuesday, December 20, 2016, commencing at 7:00 p.m. Carried.*

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Mayor Clerk