

The Corporation of the Village of Oil Springs Regular Meeting Minutes

Date: Tuesday, July 12, 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: John Fleming Sr.

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. – John Fleming Sr.

At this time, Mr. Fleming asked Council if he could store mats at the Youth Centre for the conference held once a year for the Voice of Truth Church at the Youth Centre.

Mr. Fleming says transporting the mats is becoming an unpleasant task and is looking into other solutions. The mats are used at the 2-day conference held at the Youth Centre (In November) that covers the dance floor so the floor is not scratched by the tables and chairs.

Mr. Fleming also expressed concern with the “bump” at the municipal office on Oil Springs Line. Mayor Veen acknowledged his concerns and indicated that staff was currently obtaining quotes for the repair work.

Mayor Veen thanked Mr. Fleming and informed him that Council would discuss his request later in the meeting. Mr. Fleming made his exit from council chambers.

7:05 p.m. – Ezio Nadalin, County of Lambton, Planner

At this time, Mr. Nadalin presented Council with a map of a property on Gypsie Flats Road that has recently been a topic of discussion with the municipality regarding a proposed severance.

The property fronts on Gypsie Flats Road and Oil Springs Line. The section of property that fronts on Oil Springs Line, the property owner wants to propose two (2) severances with each parcel containing two (2) acres of land.

Mr. Nadalin explained to Council that this property is in an agricultural zoned area and would require a re-zoning application to be completed. However, due to the size of Oil Springs, Council would have to come up with a good explanation as to why this property would need to be re-zoned when there is other properties in Oil Springs that are zoned residential and are available for development. Mr. Nadalin recommended to Council that a Comprehensive Review be completed as the current Official Plan is outdated and approximately 10 years old.

At 7:15 p.m., Mr. Darren Morningstar made his entrance into Council Chambers.

Motion #1 – *Strangway/Burns-Antoine: That Council proceed with a comprehensive review of the official plan requesting the County of Lambton to initiate the process.* Carried.

Adoption of Council Meeting Minutes

Motion #2 – *Powell/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, June 7, 2016*
- *Closed Council Meeting Minutes June 7, 2016* Carried.

Business Arising from Previous Meetings Minutes

4760 Oil Springs Line

No new information was available. The Superintendent of Public Works was directed to obtain quotes as soon as possible, as the property owner at the said address was responsible for the repair to the sidewalk due to damage sustained in April.

Community Hall Windows – Upper Level

Installation of the seventeen (17) windows will take place at the end of August in collaboration with Dokter Masonry to repoint the west wall of the community hall. A generator will be rented for the duration of both projects that pertain to the west wall as the hydro connection for this building is on this side and will have to be disconnected and reconnected for safety.

Phragmitis

It was noted that the phragmitis have not been attended to, however it is too dry to burn them at this time.

Catch Basins

Catch basins were flushed using D & B Flushing on July 12, 2016 as per Superintendent of Public Works.

West End Park

Grand Opening for the park equipment installation is to take place Saturday, July 16, at 11am. Councillor Wagner and Councillor Burns-Antoine will be attending the event.

Opening Tenders/Requests for Proposals

Community Hall – JO Electric

The superintendent of Public Works met with Mr. Orvis (JO Electric), Bill Dokter Masonry Inc., and St. Clair Windows regarding the hydro connection of the west side of the community hall. In order for the re-pointing of the west wall and new window installation to the upper level of the hall, the hydro has to be placed in a safe manner in order for all contractors to work safely to perform the work needed. It was decided at this meeting that the hydro will need to be disconnected and rent a generator to keep the tenants in the building operational through the renovations.

Discussions took place regarding the removal of two (2) street lights that are on the community hall for the project. The lights are not needed and would not be installed after the renovations

Motion #3 – Wagner/Burns-Antoine: That the quote from JO Electric for the removal of the street lights from the west side of community hall be noted as received and that Council approve the said quote, in the amount of \$770 plus HST, with the installation of a light to keep the sidewalk/pathway lit. Carried.

Community Hall – Concrete Systems

Discussions took place regarding the proposed ramp project to be installed at the community hall. At an earlier Council meeting the tender for the said project was awarded to Concrete Systems.

A later discussion with Canada Post, Village staff and the Village's engineer would determine that a temporary entrance would be constructed on the east side of the community hall in order to adhere to the lease agreement currently in place between the Village and Canada Post. The lease agreement clearly states that the Village will not interfere with services provided by Canada Post. A consensus was agreed upon by all parties at the meeting and the following motion was approved.

Motion #4 – Burns-Antoine/Powell: That the quote from Concrete Systems for the installation of a temporary entrance at the community hall for Canada Post be noted as received and that Council approve the said quote, in the amount of \$3,400 plus HST 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.

Mayor

Clerk