

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

Date: Tuesday, April 10, 2018
Time: 7:00 p.m.
Location: Village of Oil Springs Council Chambers
4591 Oil Springs Line, Oil Springs, ON

Council Members Present: Mayor Ian Veen
Councillor Andrea Burns-Antoine
Councillor Rick Powell
Councillor Matt Strangway
Councillor Larry Wagner

Staff Member Present: Erkki Pohjolainen, Clerk-Treasurer
Karen Cook, Deputy Clerk-Treasurer
Jim Piggott, Labourer Public Works

Delegation Anita Minielly, St. Joseph's Hospice

Call to Order

Mayor Ian Veen opened the meeting at 6:58 p.m.

Declaration of Pecuniary Interest/Conflict of Interest

No member of Council made a declaration at this time. Mayor Ian Veen requested Council members to make the appropriate declaration if necessary throughout the business of the meeting.

Delegation

Anita Minielly, Fund Development Associate with St. Joseph's Hospice presented Council an overview of the care and services availed through the St. Joseph's Hospice Resource Centre and Residence.

MOTION No. 1 Moved by Councillor Powell
Seconded by Councillor Wagner
THAT the presentation by Anita Minielly, Fund Development Associate, St. Joseph's Hospice be received and deferred for future consideration.

CARRIED

*** Ms Minielly left the meeting at 7:10 p.m. ***

Adoption of Council Meeting Minutes

MOTION No. 2 Moved by Councillor Burns-Antoine
Seconded by Councillor Strangway
THAT the following minutes be adopted by Council and that those confidential minutes of the closed session of Council remain confidential and restricted from public disclosure in accordance with the exemption provided in the Municipal Freedom of Information and Protection of Privacy Act:

- Regular Meeting of Council, March 6, 2018
- Closed Meeting of Council, March 6, 2018
- Special Meeting of Council, March 19, 2018

CARRIED

Business Arising from Previous Meetings Minutes

Mayor Veen said he will follow up on discussions reported in the minutes of the March 6 Regular Meeting of Council, pertaining to park playground equipment donations from the Oil Springs Optimists Club with president Sue Whiting.

Public Works Department

The written Monthly Report from Public Works Superintendent Darren Morningstar was reviewed with spoken supplementary information provided by Public Works Labourer Jim Piggott.

- Mr. Piggott noted the required tractor repairs include work on the air conditioner, repair or replacement of the bucket, new bushings and rear tires.
- Council recalled having looked at leasing a tractor in past and directed Public Works to review leasing options and provide a cost comparison between buying a new tractor, repairing this one, or leasing.
- Responding to Mayor Veen's enquiry about other needs in the department, Mr. Piggott said Council might consider planning for replacement of the 12-year-old one-ton truck. He said he hopes to clean the truck of grease, mud and other grime down to the metal to have a look, and then do repairs if required.
- Mr. Piggott also suggested Council might consider purchasing a new lawn mower and pole trimmer.
- Mayor Veen asked Mr. Piggott to make sure these matters are in the Public Works Department budget submission for Council's consideration.
- Councillor Burns-Antoine inquired about the fence repairs at the back of the lagoons. Mr. Piggott said that work is on his to-do list.
- Councillor Burns-Antoine asked Mr. Piggott to make note of road replacement/repairs required in the Village.
- Councillor Wagner asked that the Public Works Department remove three trees from the garden at the Youth Centre, asking Mr. Piggott to mention this to Mr. Morningstar when he's back from holidays.

The Public Works Superintendent Darren Morningstar's written report on work required on the north shoulder of Victoria Street, west from Hannah Street was reviewed by Council.

MOTION No. 3

Moved by Councillor Wagner

Seconded by Councillor Strangway

THAT the Council for the Corporation of the Village of Oil Springs directs the Public Works Department to proceed with proposed work on the north side of Victoria Street, west from Hannah Street for approximately 100 feet, to repair damage and widen the shoulder to allow for parking at that location.

CARRIED

MOTION No. 4

Moved by Councillor Powell

Seconded by Councillor Burns-Antoine

THAT the Public Works Written Report, reviewed by Mr. Darren Morningstar, Superintendent of Public Works, and spoke to by Jim Piggott, Public Works Labourer, be approved as presented.

CARRIED

**** Mr. Piggott left the meeting at 7:40 p.m. ****

Staff Reports

CH2M, Water Distribution System Monthly Operations Report for February 2018.

CH2M, Wastewater Treatment System Monthly Report for February 2018.

CH2M, Wastewater Lagoons 2017 Annual Report of Operations.
MOTION No. 5 Moved by Councillor Powell
Seconded by Councillor Burns-Antoine
THAT the February 2018 CH2M Water Distribution System Monthly Report; the February 2018 CH2M Wastewater Treatment monthly report; and the CH2M Wastewater Lagoons 2017 Annual Report of Operations be approved.

CARRIED

Deputy Clerk-Treasurer Karen Cook provided a written Winter Road Maintenance Report for 2014-2018.
MOTION No. 6 Moved by Councillor Wagner
Seconded by Councillor Strangway
THAT the Winter Road Maintenance 2014-2018 report be received and filed.

CARRIED

Clerk-Treasurer Erkki Pohjolainen presented a Municipal Election Update report.
MOTION No. 7 Moved by Councillor Powell
Seconded by Councillor Burns-Antoine
THAT the 2018 Municipal Election Update be received and filed.

CARRIED

Clerk-Treasurer Erkki Pohjolainen presented a 2018 Municipal Election Accessibility.
MOTION No. 8 Moved by Councillor Wagner
Seconded by Councillor Strangway
THAT the 2018 Municipal Election Accessibility Plan be approved.

CARRIED

Clerk-Treasurer Erkki Pohjolainen presented a report regarding web host services
MOTION No. 9 Moved by Councillor Burns-Antoine
Seconded by Councillor Wagner
THAT the Village of Oil Springs website be migrated for hosting by Web Host Canada at an annual rate of \$67.08.

CARRIED

Councillors' Reports

None

Committee Meeting Minutes and Reports

Planning Meeting, March 6, 2018

Cemetery Committee Meeting November 21, 2017

- Councillor Wagner spoke about the condition of a fence at the cemetery and suggested it should be repaired and if not possible to repair, then remove it. Councillor Strangway suggested it could maybe be levelled off to look better and will have a look at it.
- The Clerk-Treasurer noted that four proposals have been received for the grass-cutting contract at the cemetery and suggested the Cemetery Committee should meet promptly to select the winner. A meeting date of April 16 was set, commencing at 7 p.m.

Parks & Recreation Committee Meeting, October 3, 2017

MOTION No. 10 Moved by Councillor Powell
Seconded by Councillor Wagner
THAT the Planning Committee meeting minutes of March 6, 2018; the Cemetery Committee meeting minutes of November 21, 2017; and the Parks & Recreation Committees meeting minutes of October 3, 2017 be adopted by Council for the Corporation of the Village of Oil Springs.

CARRIED

2018 Oil Springs/South Enniskillen Fire Department Budget Submission

- Council discussed the Fire Committee's plan to transfer a dedicated reserve fund for the Fire Department, funded by the revenues generated by the solar panels atop the Fire Hall, from the Village of Oil Spring's administration to the Fire Department.

MOTION No. 11 Moved by Councillor Burns-Antoine
Seconded by Councillor Powell
THAT Council for the Corporation of the Village of Oil Springs has decided that the funds from the solar panels on top of the Fire Hall are in a dedicated reserve and will remain in the reserve, administered by the Village of Oil Springs for the Fire Department, as per agreement.

CARRIED

MOTION No. 12 Moved by Councillor Burns-Antoine
Seconded by Councillor Wagner
THAT Council for the Corporation of the Village of Oil Springs approve and included in the Village of Oil Springs Budget deliberations the Oil Springs/South Enniskillen Fire Department Budget figures for 2018.

CARRIED

2018 Volunteer Roster and 2017 list of call-outs report

- Councillor Wagner noted that the location of fire calls was corrected, following amendments that falsely reported the location of some of the fires.

MOTION No. 13 Moved by Councillor Powell
Seconded by Councillor Burns-Antoine
THAT the Oil Springs/South Enniskillen Fire Department 2018 Volunteer Roster and 2017 list of call-outs be received and filed.

CARRIED

Enniskillen/Oil Springs Joint Fire Commission Meeting Minutes of November 20, 2017.

MOTION No. 14 Moved by Councillor Wagner
Seconded by Councillor Strangway
THAT the Enniskillen/Oil Springs Joint Fire Commission Meeting Minutes of November 20, 2017 be approved.

CARRIED

Oil Springs/South Enniskillen Joint Fire Board draft meeting minutes of March 12, 2018 and March 20, 2018.

MOTION No. 15 Moved by Councillor Burns-Antoine
Seconded by Councillor Powell
THAT the Oil Springs/South Enniskillen Joint Fire Board draft meeting minutes of March 12, 2018 and March 20, 2018 be received and filed.

CARRIED

St. Clair Conservation Annual Report.

MOTION No. 16 Moved by Councillor Burns-Antoine
Seconded by Councillor Wagner
THAT the St. Clair Conservation Annual Report be received and filed.

CARRIED

Lambton Group Police Services Board Minutes of January 17, 2018.

MOTION No. 17 Moved by Councillor Wagner
Seconded by Councillor Strangway
THAT the Lambton Group Police Services Board Minutes of January 17, 2018 be received and filed.

CARRIED

Lambton County Municipal Association annual meeting and banquet memorandum

MOTION No. 18 Moved by Councillor Powell
Seconded by Councillor Burns-Antoine
THAT the Lambton County Municipal Association annual meeting and banquet memorandum be received and filed.

CARRIED

Correspondence—Action Required Items

Charlotte Eleanor Englehart Hospital Auxiliary, received March 6, 2018, requesting permission to hold Tag Day.

MOTION No. 19 Moved by Councillor Burns-Antoine
Seconded by Councillor Powell
THAT Council for the Corporation of the Village of Oil Springs approve the Charlotte Eleanor Englehart Hospital Auxiliary request to host Tag Day in the Village of Oil Springs on Friday, May 18, 2018.

CARRIED

From the City of Stratford, March 12, requesting proclamation for 2018 National Public Works Week

MOTION No. 20 Moved by Councillor Wagner
Seconded by Councillor Burns-Antoine
THAT the correspondence of March 12, 2018 from the City of Stratford, requesting a proclamation for 2018 National Public Works Week be received and filed.

CARRIED

Township of South Stormont Resolution 062/2018 requesting the province to grant municipal councils authority to approve landfill projects in or adjacent to their municipalities.

MOTION No. 21 Moved by Councillor Wagner

Seconded by Councillor Powell

THAT Council for the Corporation of the Village of Oil Springs supports the Township of South Stormont Resolution 062/2018, requesting the province to grant municipal councils authority to approve landfill projects in or adjacent to their municipalities.

CARRIED

Township of Madawaska Valley, April 2, requesting support for Resolution No. 2018-32-0305, requesting sufficient funds from the Province for both staff and infrastructure to ensure compliance and implementation for asset management planning.

MOTION No. 22 Moved by Councillor Burns-Antoine

Seconded by Councillor Powell

THAT Council for the Corporation of the Village of Oil Springs supports Township of Madawaska Valley Resolution No. 2018-32-0305, requesting sufficient funds from the Province for both staff and infrastructure to ensure compliance and implementation for asset management planning.

CARRIED

Correspondence-Information items

CC of letter from Sylvia Jones, MPP to Minister Chris Ballard regarding asset management plans for municipal infrastructure.

Township of South Stormont Resolution 048/2018 in support of the Township of Norwich, resolution regarding Ontario Building Code Amendments.

Sarnia Community Foundation, Received March 23, 2018, letter of thanks.

MOTION No. 23 Moved by Councillor Wagner

Seconded by Councillor Strangway

THAT the correspondence from MPP Sylvia Jones, received March 2, 2018; Township of South Stormont request for support for Resolution No./048/2018; and Sarnia Community Foundation letter of thanks, received March 23, 2018, all be received and filed.

CARRIED

New Business

- Councillor Wagner suggested the Village ask a resident on Oil Springs Line with demolition derby cars in his lane to clean his property to meet the Village's Property Standards By-law.
- Councillor Wagner suggested the Village host a large-item pick-up day, possibly the weekend following the June 2 community-wide yard sale, whereby a dumpster is brought to the Village for residents to dispose of large debris, such as old broke lawn chairs, etc.
 - It was suggested the dumpster remain in the community for the weekend, but without staff patrolling what is left in the dumpster, Council decided to have the dumpster in the Village only for the Saturday.

- Staff is directed to get quotes for the one-day use of a dumpster, including delivery and pick-up
- Councillor Wagner said he is not 100 per cent behind the natural ice rink pad concept flouted in Council and the Parks and Recreation Committee and is skeptical of the Optimists Club participating in the effort. He suggested that warming winters are not conducive to natural ice out-door rinks.
 - Mayor Veen noted the Royal Canadian Legion, Oil Springs Brach 535, is already on board and suggested the entire project should be funded through donations rather than tax dollars. He also noted that apart from an ice rink, the pad could be used as a beer garden, basketball court, roller-skating pad and other such functions.
 - Councillor Burns-Antoine suggested the maintenance of the pad could be costly. Mayor Veen noted that the rink in Florence has been in place about 20 years and has required no maintenance to date.
- Councillor Strangway noted that some municipal roads are in poor repair
 - Mayor Veen said he would like Council and the Public Works Department staff to take a tour of the municipality prior to the next meeting to look at all the roads. The Public Works staff will be asked to show Council all the work that needs to be done.
 - Mayor Veen recommended that sidewalk repairs be postponed so that the funds allocated for that work can go to road repairs.
 - Mayor Veen said he has requested the Public Works Superintendent to prepare a cost comparison for: Pavement; tar and chip; and reverting roads back to gravel.
 - The tour is set for April 24, 6 p.m.
- Deputy Clerk-Treasurer Karen Cook asked Council to consider where it would like to invest grant funding to be received from the Main Street Revitalization Program so that it can be included in the 2018 Budget.
- Deputy Clerk-Treasurer Karen Cook requested that Council pass a motion to use funds from the Water Service Reserve Account for the meter replacement work at the East End.

MOTION No. 24 Moved by Councillor Burns-Antoine
 Seconded by Councillor Wagner
THAT the Council for the Corporation of Village Oil Springs authorizes the payment of \$6,981.39 for Meter Replacement work from the Water Service Reserve Fund.

CARRIED

- Deputy Clerk-Treasurer Karen Cook reported that the year-end entries were just received from the auditor, so work can commence on the 2018 Budget. She said Public Works Superintendent Darren Morningstar is working on roadwork quotes for his budget. Ms Cook stated that due to her regular responsibilities through the day, she will be working occasional evenings to get a draft of the budget prepared.
- Councillor Burns-Antoine asked if the summer works grant application has been approved.

- Deputy Clerk-Treasurer Karen Cook responded that she has made inquiries, but no information has been provided regarding the municipality's application. However, she noted interviews will commence next week.
- Councillor Burns-Antoine said she spoke with Petrolia's Chief Administrative Officer, who said he would help the Village staff with the writing of grant applications, if requested.
- Councillor Powell asked for an update on the pump-jack replicas to be displayed at the two main Village entrances.
 - Mayor Veen stated they are soon to be sandblasted then painted, then ready for display under the Village entrance signs, possibly in the next few weeks.
- Clerk-Treasurer Erkki Pohjolainen requested direction from Council with respect to the Healthy Communities check-list, received from a delegation during Councils December 5, 2017 Regular Meeting.
 - Council instructed that the village has insufficient human resources to complete the check-list.
- Clerk-Treasurer Erkki Pohjolainen reported on communication with Planner Ezio Nadalin, pertaining to the Official Plan and Zoning By-law work currently underway.
 - Council agreed to meet with Mr. Nadalin at 6:30 p.m., May 8, 2018, prior to the next Regular Meeting of Council.
- Clerk-Treasurer Erkki Pohjolainen requested Council direction with respect to mosquito spraying this season, in light of the threat posed by the West Nile virus.
 - Council directed Mr. Pohjolainen to undersign approval for larvicide spraying this mosquito season.
- Councillor Powell requested an update on the phragmites issue.
 - Deputy clerk-Treasurer Karen Cook reported, Public Works Superintendent was requested to devise a plan to eradicate the weeds.
- Councillor Powell commented on the state of properties in the Village, citing the condition of a local business property.

MOTION No. 25 Moved by Councillor Wagner
 Seconded by Councillor Powell
THAT the Village Oil Springs send a letter to the owner of 2596 Oil Heritage Road to request the owner to clean up the property in accordance with the municipal Property Standards By-law.
CARRIED

Accounts

Village of Oil Springs General Pay List – March 7 to April 10, 2018
 MOTION No. 26 Moved by Councillor Wagner
 Seconded by Councillor Burns-Antoine
THAT the accounts as listed be approved by the Village of Oil Springs Council for payment:

- Village of Oil Springs General Pay List, March 7, 2018, to April 10, 2018.

CARRIED

Closed Meeting

The Mayor requested that Council go In Camera to discuss personal matters about an identifiable individual, including municipal or local board employees – property owners.

MOTION NO. 27 Moved by Councillor Burns-Antoine

Seconded by Councillor Powell

THAT the time being 9:24 p.m. Council for the Village of Oil Springs 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 – property owners.

CARRIED

MOTION NO. 28 Moved by Councillor Wagner

Seconded by Councillor Powell

THAT the time being the time being 9:37 p.m. Council for the Village of Oil Springs reconvene its open Regular Meeting of Council.

CARRIED

MOTION NO. 29 Moved by Councillor Wagner

Seconded by Councillor Powell

THAT the Council for the Village of Oil Springs authorize the Property Standards/By-law Enforcement Officer to proceed with her recommendations pertaining to 2594 Kelly Road and 4609 Oil Springs Line.

CARRIED

By-Laws

By-Law No. 791 of 2018 – A By-law to Regulate and Prohibit the Use of Motorized Vehicles in Municipal Parks within the Village of Oil Springs.

MOTION NO. 30 Moved by Councillor Wagner

Seconded by Councillor Burns-Antoine

THAT agenda item 15.1, a by-law to regulate and prohibit the use of motorized vehicles in municipal parks within the Village of Oil Springs be lifted from the Table for further discussion.

CARRIED

MOTION NO. 31 Moved by Councillor Burns-Antoine

Seconded by Councillor Wagner

THAT By-Law No. 791 of 2018 – A By-law to Regulate and Prohibit the Use of Motorized Vehicles in Municipal Parks within the Village of Oil Springs, be taken as read a First, Second and Third Time and Finally passed this 10th day of April, 2018 and that the Mayor and Clerk be authorized to sign the said By-Law.

CARRIED

By-Law No. 792 of 2018 – A By-law to Establish and Regulate Water and Sanitary Sewer Rates and Charges Within the Village of Oil Springs.

MOTION NO. 32 Moved by Councillor Powell

Seconded by Councillor Burns-Antoine

THAT By-Law No. 792 of 2018 – A By-law to Establish and Regulate Water and Sanitary Sewer Rates and Charges Within the Village of Oil Springs, be taken as read a First, Second and Third Time and Finally passed this 10th day of April, 2018 and that the Mayor and Clerk be authorized to sign the said By-Law.

By-Law No. 793 of 2018 – A By-Law to Authorize The Delegation Of Authority to the Clerk-Treasurer For Certain Acts During A “Lame Duck” Period.

MOTION NO. 33 Moved by Councillor Strangway

Seconded by Councillor Wagner

THAT By-Law No. 793 of 2018 – A By-Law to Authorize The Delegation Of Authority to The Clerk-Treasurer For Certain Acts During A “Lame Duck” Period, be taken as read a First, Second and Third Time and Finally passed this 10th day of April, 2018 and that the Mayor and Clerk be authorized to sign the said By-Law.

By-Law No. 794 of 2018 – being a By-Law to Confirm all Resolutions of the Council Meeting held on April 10, 2018.

MOTION NO. 34 Moved by Councillor Burns-Antoine

Seconded by Councillor Powell

THAT By-Law No. 794 of 2018 – being a By-Law to Confirm all Resolutions of the Council Meeting held on April 10, 2018, be taken as read a First, Second and Third Time and Finally passed this 10th day of April, 2018 and that the Mayor and Clerk be authorized to sign the said By-Law.

CARRIED

Adjournment

MOTION NO. 352 Moved by Councillor Wagner

Seconded by Councillor Burns-Antoine

THAT the time being 9:58 p.m., this Regular Meeting of Council be adjourned; and

THAT the next Regular Meeting of Council be held Tuesday, May 8, 2018 at 7:00 p.m.

CARRIED

Mayor

Clerk