

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

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Date: Tuesday, September 11, 2018  
Time: 7:00 p.m.  
Location: Village of Oil Springs Council Chambers  
4591 Oil Springs Line, Oil Springs, ON

**In Attendance**

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

Staff Members: Erkki Pohjolainen, Clerk-Treasurer  
Karen Cook, Deputy Clerk-Treasurer

Gallery: Randy Keating, Cope Construction  
Connie McFadden, Resident

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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 member of Council made a declaration at this time. Mayor Veen requested Council members to make the appropriate declaration if necessary throughout the business of the meeting.

**Delegation**

Clerk-Treasurer Erkki Pohjolainen reported to Council that contrary to the Agenda, Charles Fairbank would not be in attendance for the meeting.

Randy Keating of Cope Construction attended the meeting at the invitation of Council to discuss invoice matter.

- Mayor Veen welcomed Mr. Keating
  - Mr. Keating addressed Council's concerns regarding the bill for repairs and responded to questions from Council
  - Mayor Veen thanked Mr. Keating for attending.

*\*\*\* Mr. Keating left the meeting at 7:10 p.m. \*\*\**

Mayor Veen reported on the matter Mr. Fairbank had requested to be a delegate to address, noting that he has not yet heard a reply from Blue Water Power regarding the cycle of tree trimming around power lines, nor has he heard back from Hydro One with respect to the frequency of power outages.

**Adoption of Council Meeting Minutes**

MOTION No. 1      Moved by Councillor Wagner  
                            Seconded by Councillor Powell  
**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, August 7, 2018
- Closed Meeting of Council, August 7, 2018
- Special Meeting of Council, August 15, 2018

CARRIED

**Business Arising from Previous Meetings Minutes**

Councillor Andrea Burns-Antoine noted that the letter to Hydro One was to be cc'd to the Minister of Infrastructure and not the MP

- Clerk-Treasurer Erkki Pohjolainen furnished a copy of the letter which was indeed cc'd to the Minister and the minutes will be corrected accordingly.

### **Staff Reports**

- Cathy Culnan, ORO, Jacobs, Water Distribution System Monthly Operations Report for July 2018.
- Cathy Culnan, ORO, Jacobs, Wastewater Treatment System Monthly Report for July 2018.

MOTION No. 2      Moved by Councillor Wagner  
                           Seconded by Councillor Burns-Antoine  
**THAT** the July 2018 Water Distribution System Report and the July 2018 Wastewater Treatment reports be approved.

CARRIED

- Clerk-Treasurer report: Revising/writing a new animal control by-law.

MOTION NO. 3      Moved by Councillor Burns-Antoine  
                           Seconded by Councillor Powell  
**THAT** Council of the Village of Oil Springs review the Fine Schedule attached to By-Law No. 322 of 2002; and  
**THAT** Council postpone enactment of a new By-law until such time that, in accordance with the *Provincial Offences Act*, an Order from the Ontario Court of Justice to set fines has been granted; and  
**THAT** Council suspend until January 1, 2019, the section of By-Law No. 322 of 2002 dealing with households having more than two dogs.

CARRIED

### **Councillors' Reports**

Councillor Larry Wagner, Chair of the Enniskillen Oil Springs Fire Board, reported the Board will be meeting in the near future at the request of the Fire Chief Al Charlton.

- Mayor Veen added that the Fire Chief wants the Councils of both Enniskillen and Oil Springs, as well as the clerks, to attend that meeting.
- Councillor Wagner said he will instruct the Board secretary to arrange the meeting.

### **Committee Meeting Minutes and Reports**

*None*

### **Correspondence—Action Required Items**

- Howick Township, July 19, 2018, Resolution No. 169/18, requesting that the Bereavement Authority of Ontario allow borrowing from the Care and Maintenance Trust Fund in certain circumstances for capital improvements and purchases.

MOTION No. 4      Moved by Councillor Wagner  
                           Seconded by Councillor Powell  
**THAT** the Council of the Village of Oil Springs supports the Township of Howick's July 19, 2018, Resolution No. 169/18, requesting that the Bereavement Authority of Ontario allow borrowing from Care and Maintenance Trust Fund in certain circumstances for capital improvements and purchases; and  
**THAT** the clerk be directed to forward a copy of this motion to the Council of Township of Howick.

CARRIED

- Email on August 16, 2018, from Helen Cole, Family Counselling Centre, requesting that support for the centre be included in the Village's 2019 Budget.

MOTION No. 5      Moved by Councillor Wagner  
                          Seconded by Councillor Burns-Antoine  
**THAT** the Village of Oil Springs make a donation of a \$100 prize for the raffle table.

CARRIED

#### **Correspondence-Information items**

- Copy of August 13, 2018 letter from the City of Oakville to Attorney General Caroline Mulroney re. Regulating the display and distribution of objectionable images.
- Copy of August 14, 2018 letter from Township of Selwyn to Premier Doug Ford re. Provincial Agricultural Systems mapping.
- Ministry of Community Safety and Correctional Services, August 29, 2018, re. 2017 EMCPA Compliance.

MOTION No. 6      Moved by Councillor Wagner  
                          Seconded by Councillor Burns-Antoine  
**THAT** the copy of August 13, 2018 letter from the City of Oakville to Attorney General Caroline Mulroney; the Copy of August 14, 2018 letter from Township of Selwyn to Premier Doug Ford; and the correspondence from the Ministry of Community Safety and Correctional Services, August 29, 2018, regarding 2017 EMCPA Compliance be received and filed.

CARRIED

#### **New Business**

- Oil Springs Drinking Water Distribution (DWS) System Inspection Report (distributed to Council at August 7, 2018 meeting).

MOTION No. 7      Moved by Councillor Powell  
                          Seconded by Councillor Burns-Antoine  
**THAT** Oil Springs Drinking Water Distribution (DWS) System Inspection Report from the Ministry of the Environment, Conservation and Parks, distributed to Council at its August 7, 2018 meeting, be lifted from the table for further discussion.

CARRIED

MOTION No. 8      Moved by Councillor Burns-Antoine  
                          Seconded by Councillor Wagner  
**THAT** the Council of the Village of Oil Springs receive and file the Oil Springs Drinking Water Distribution (DWS) System Inspection Report provided by the Ministry of the Environment, Conservation and Parks report.

CARRIED

- Tourism Sarnia-Lambton 2019 Travel Guide. Early bird advertising rate offer.

MOTION No. 9      Moved by Councillor Wagner  
                          Seconded by Councillor Burns-Antoine  
**THAT** the Council of the Village of Oil Springs forgo advertising in the Tourism Sarnia-Lambton 2019 Travel Guide.

CARRIED

Other Matters brought forward by Staff and Council:

- Deputy Clerk-Treasurer Karen Cook reported that the Library was not open the previous Saturday.
  - Council instructed that Staff write a letter to the Lambton County Library Board expressing concern about the closure and that the letter be signed by the Mayor.
- Deputy Clerk-Treasurer Karen Cook reported that the students completed a survey of monuments at the cemetery, documenting and photographing each one that has been moved, is leaning or otherwise in need of attention. This information will serve as a guide for volunteers to know which stones require attention.
- Councillor Larry Wagner asked about policy pertaining to grass cutting by municipal staff on private land, specifically, if letters have to be sent out each time a property is in need of cutting (grass more than eight inches tall).
  - Deputy Clerk-Treasurer Karen Cook replied, a letter is sent to the land owner only the first occasion. Subsequently, staff cut the lawns as required and the Village bills the property owner.
  - Mayor Veen suggested the cost for the service be reviewed.

*\*\*\* Public Works Superintendent Darren Morningstar arrived at 8:00 p.m. \*\*\**

*\*\*\* Councillor Matt Strangway arrived at 8:02 p.m. \*\*\**

**Accounts**

Village of Oil Springs General Pay List – August 8, 2018 to September 11, 2018.

- MOTION NO. 10      Moved by Councillor Wagner  
                              Seconded by Councillor Powell  
                              **THAT** the accounts as listed be approved by the Village of Oil Springs Council for payment:
- Village of Oil Springs General Pay List, August 8, 2018 to September 11, 2018.

CARRIED

*\*\*\* Councillor Larry Wagner stepped out of Council Chambers at 8:33 p.m. \*\*\**

**Public Works Department**

Public Works Superintendent Darren Morningstar presented his written report, spoke to matters therein and responded to questions from Council.

- MOTION No. 11      Moved by Councillor Strangway  
                              Seconded by Councillor Burns-Antoine  
                              **THAT** the Public Works Written Report, reviewed by Mr. Darren Morningstar, Superintendent of Public Works, be approved as presented.

CARRIED

*\*\*\* Mr. Morningstar left the meeting at 8:38 p.m. \*\*\**

*\*\*\* Councillor Larry Wagner left the meeting at 8:38 p.m. \*\*\**

**Closed Meeting**

The Mayor requested that Council go In Camera to discuss the following:

- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – property standards matter;
- Labour relations or employee negotiations – Clerk-Treasurer performance review;

- The security of the property of the municipality or local board – Hydrant flushing; and
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Youth Centre rental.

MOTION NO. 12 Moved by Councillor Burns-Antoine  
Seconded by Councillor Powell

**THAT** the time being 8:39 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) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – property standards matter;
- b) Labour relations or employee negotiations – Clerk-Treasurer performance review;
- c) The security of the property of the municipality or local board – Hydrant flushing; and
- d) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Youth Centre rental.

CARRIED

\*\*\* Clerk-Treasurer Erkki Pohjolainen left the Council Chambers at 9:05 p.m. \*\*\*

\*\*\* Deputy Clerk-Treasurer Karen Cook assumed the clerk's role. \*\*\*

\*\*\* Clerk-Treasurer Erkki Pohjolainen returned at 9:15 p.m. \*\*\*

\*\*\* Councillor Larry Wagner returned at 9:16 p.m. \*\*\*

MOTION NO. 13 Moved by Councillor Strangway  
Seconded by Councillor Wagner

**THAT** the time being 9:22 p.m. Council for the Village of Oil Springs reconvene its open Regular Meeting of Council.

CARRIED

MOTION NO. 14 Moved by Councillor Strangway  
Seconded by Councillor Powell

**THAT** the Village of Oil Springs reimburse the rental fee for the Youth Centre due to air conditioner problems on the night of August 18, 2018 to Lucy Bennett.

CARRIED

MOTION NO. 15 Moved by Councillor Strangway  
Seconded by Councillor Powell

**THAT** Council of the Village of Oil Springs is offering to pay \$30 per hour to the Clerk-Treasurer, effective September 11, 2018; and

**THAT** Council is removing the probationary conditions of his employment; and

**THAT** the request for one extra week of holidays after one year be denied; and

**THAT** all Staff are to use overtime in-lieu or vacation days when the Village Office is closed over the Christmas Holidays.

CARRIED

**By-Laws**

- By-Law No. 807 of 2018, a By-law to authorize the Corporation of the Village of Oil Springs to enter into a contract with Cope Construction & Contracting Inc. for the performance of certain Road Work in the Village.

MOTION NO. 16

Moved by Councillor Wagner

Seconded by Councillor Burns-Antoine

**THAT** By-Law No. 807 of 2018, a By-law to authorize the Corporation of the Village of Oil Springs to enter into a contract with Cope Construction & Contracting Inc. for the performance of certain Road Work in the Village be read a First time and taken as read a Second and Third Time and Finally passed this 11<sup>th</sup> day of September, 2018; and

**THAT** the Mayor and Clerk be authorized to sign the said By-Law.

CARRIED

- By-Law No. 808 of 2018, a By-Law to confirm all Resolutions of the Council Meeting held on September 11, 2018.

MOTION NO. 25

Moved by Councillor Wagner

Seconded by Councillor Strangway

**THAT** By-Law No. 808 of 2018 – being a By-Law to confirm all Resolutions of the Council Meeting held on September 11, 2018 be taken as read a First, Second and Third Time and Finally passed this 11<sup>th</sup> day of September, 2018; and

**THAT** the Mayor and Clerk be authorized to sign the said By-Law.

CARRIED

**Adjournment**

MOTION NO. 22

Moved by Councillor Wagner

Seconded by Councillor Powell

**THAT** the time being 9:30 p.m., this Regular Meeting of Council be adjourned; and

**THAT** the next Regular Meeting of Council be held Tuesday, October 9, 2018 at 7:00 p.m.

CARRIED

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Ian Veen, Mayor

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Erkki Pohjolainen, Clerk