

# **The Corporation of the Village of Oil Springs**

## **Regular Meeting Minutes**

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Date: Tuesday, May 5, 2020  
Time: 7:00 p.m.  
Location: Village of Oil Springs Council Chambers  
4591 Oil Springs Line, Oil Springs, Ontario

### **Attendance**

Council: Mayor Ian Veen  
Councillor Connie McFadden (via Internet)  
Councillor Matt Strangway (via Internet)  
Councillor Adam Veen (via Internet)  
Councillor Larry Wagner (via Internet)

Staff: Erkki Pohjolainen, Clerk-Treasurer

Delegation: *None*

Gallery [http://www.youtube.com/channel/UC7GjNf6MIEKx6Hp\\_fmIzBA](http://www.youtube.com/channel/UC7GjNf6MIEKx6Hp_fmIzBA)

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### **Call to Order**

Mayor Veen called the meeting to order 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 Councillors to make the appropriate declaration if necessary, throughout the business of the meeting.

### **Delegation**

*None*

### **Adoption of Council Meeting Minutes**

MOTION No. 1 Moved by Councillor Strangway  
Seconded by Councillor McFadden  
**THAT** Council of the Village of Oil Springs adopt the following minutes:

- Regular Meeting of Council, April 7, 2020.

CARRIED

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

Mayor Veen commented that Public Works Superintendent Darren Morningstar has received an additional quotation for the salt bay project.

Councillor Veen asked if staff found reference in by-laws governing large vehicle traffic on municipal roads.

- Clerk-Treasurer Pohjolainen responded that there is no by-law in place prohibiting large trucks from Village streets.

Councillor Wagner asked if a decision should be made regarding the Father's Day program at the Cemetery.

- Mayor Veen agreed it should be cancelled and directed staff to write a letter to those who would otherwise be invited informing them of the cancellation.

### **Public Works Department**

Superintendent Morningstar's written monthly report was reviewed by Council.

- Councillor McFadden asked about the purple martin birdhouse project on the trail.
  - Mayor Veen responded that the poles are installed.
- Councillor Veen noted from the report that there are 21 wooden tables left at the Youth Centre which are being replaced with plastic ones over time.

- Mayor Veen said he told Mr. Morningstar some of them can go to the Firehall and they can still be used as gift tables at stag and doe and other fund-raising functions at the Centre.
- Councillor Veen commented on the salt bay project, asking if it should be left until the three quotes are received.
  - Mayor Veen noted that the cement pad and walls component of the project is already approved in the 2019 budget.
- Councillor Veen asked about the sidewalks component in the quotes, acknowledging it is a separate matter and asked if it should be addressed separately.
  - Clerk-Treasurer Pohjolainen noted that sidewalk improvements is an ongoing matter as a multi-year plan with annual allocations in the budget.
  - Mayor Veen said Council will get clarification on the sidewalks work from Mr. Morningstar for the next Council meeting.

MOTION No. 2      Moved by Councillor Strangway  
                           Seconded by Councillor Veen

**THAT** the Public Works Report, written by Public Works Superintendent Darren Morningstar, be approved as written.

CARRIED

- Councillor Strangway noted that he had seen Superintendent Morningstar assessing trees for possible removal and asked if that is indeed going on.
  - Secretary-Treasurer Pohjolainen responded that this was being done to gather estimates for budgeting purposes.

### **Staff Reports**

Council reviewed the Water Distribution System Monthly Operations Report and Wastewater Treatment System Monthly Report for March 2020, as prepared by Cathy Culnan, Lead Operator, Jacobs.

MOTION No. 3      Moved by Councillor Veen  
                           Seconded by Councillor Strangway

**THAT** the Council of the Village of Oil Springs approve the March 2020 Water Distribution and Wastewater Treatment System reports as provided by Cathy Culnan, Lead Operator, Jacobs.

CARRIED

Council reviewed Clerk-Treasurer Erkki Pohjolainen's report and draft RFP for audit services.

MOTION No. 4      Moved by Councillor Wagner  
                           Seconded by Councillor McFadden

**THAT** the Council of the Village of Oil Springs authorize the issuance of a Request for Proposals for the provision of audit services for the years 2020 through 2024.

CARRIED

Council reviewed Deputy Clerk-Treasurer Karen Cook's Financial Position and 2020 First quarter comparison report.

MOTION No. 5      Moved by Councillor Wagner  
                           Seconded by Councillor Strangway

**THAT** the Council of the Village of Oil Springs receive as information the Financial Position and 2020 First quarter comparison report as provided by Deputy Clerk-Treasurer Karen Cook.

CARRIED

### **Councillors' Reports**

Councillor Wagner reaffirmed that the Decoration Day program on Fathers' Day at the Cemetery is cancelled and asked if the Cemetery grass-cutting contract is in place for this year.

- Clerk-Treasurer Pohjolainen responded that the contract with Spring du Fall has been extended for two years – through to fall 2021.
  - Councillor Wagner suggested that the letters to be sent regarding the Fathers' Day program cancellation include a request for continued support.

Councillor McFadden reported that the Lambton County Regional Trails/Active Transportation Committee Meeting was cancelled due to the COVID-19 pandemic.

Councillor Strangway asked about repairs to the new asphalt on sections of Gypsy Flats Road and on Kelly Road in front of the Oil Museum.

- Mayor Veen responded the contractor that did the work will repair the damaged sections under warranty.

Councillor Veen asked if the parks and trail clean-up alternate date of May 24 is proceeding.

- Mayor Veen responded, the volunteer clean-up is cancelled, but the summer employee will address these locations provided that the Canada Summer Jobs program provides funding for the position.
  - Councillor McFadden noted that she has been weeding and working on the municipal-owned flower beds and shrubs throughout the Village and is waiting for mulch and bedding plants to complete the work.

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

Council reviewed the minutes of the Parks & Recreation Committee Meeting of November 26, 2019.

MOTION No. 6      Moved by Councillor Strangway  
                           Seconded by Councillor McFadden  
**THAT** the Council of the Village of Oil Springs approve the Village of Oil Springs Parks & Recreation Committee meeting minutes of November 26, 2019.

CARRIED

### **Correspondence – Action Required Items**

Lambton County Historical Society, March 10, 2020 re. request for representation and membership fee for 2020.

MOTION No. 7      Moved by Councillor Veen  
                           Seconded by Councillor Wagner  
**THAT** the Council of the Village of Oil Springs renew its membership to the Lambton County Historical Society for the year 2020; and  
**THAT** Adam Veen will represent the Village of Oil Springs on the Lambton County Historical Society.

CARRIED

### **Correspondence-Information items**

- The Town of Kirkland Lake, February 11, 2020, c.c. of letter to Hon. Ernie Hardeman re. support for Bill 156.
- The Town of Ajax, March 5, 2020, c.c. of letter to Premier Doug Ford re. resolution in support for Conservation Authorities.
- The Town of Grand Valley, March 11, 2020, c.c. of letter to Minister Ernie Hardeman re. support for Bill 156.

- City of Sault Ste. Marie, March 13, 2020 c.c. of letter to Premier Ford, Minister Yurek and Minister Yakabuski re. Support for Conservation Authorities.
- Town of Midland, March 23, 2020 c.c. of letter to Prime Ministers Justin Trudeau re. Direct payment for Federal funds to municipalities to waive property taxes for the year 2020 – Financial help to alleviate the suffering from COVID-19 Pandemic.
- The Municipality of Chatham-Kent, March 24, 2020, c.c. of letter to Municipality of West Nipissing re. Support for legislative changes in Bill 132.
- The Municipality of Chatham-Kent, March 24, 2020, c.c. of letter to the Town of Bracebridge re. Support for ban on single-use disposable wipes.
- Ministry of Finance, March 25, 2020 re. Property tax reassessment postponed to 2021 in response to COVID-19.
- Municipality of Grey Highlands, April 2, 2020 re. Support for Ministers to allow for electronic delegations.
- Town of Kingsville, April 2, 2020 c.c. of letter to Minister of Energy, Northern Development and Mines Greg Rickford re. Kingsville Council request for electricity billing relief during Covid-19.
- Township of North Dumfries, April 17, 2020 re. Suspend time of use electricity billing.
- Township of North Dumfries, April 17, 2020 re. Tourism oriented destination signage fee increases.
- Town of Gravenhurst, April 22, 2020 re. Resolutions of support.
- Township of Armour, April 29, 2020 c.c. of letter to Premier Doug Ford re. Support resolution – high speed Internet connectivity in rural Ontario.

MOTION No. 8

Moved by Councillor Wagner

Seconded by Councillor Strangway

**THAT** the Council of the Village of Oil Springs receive and file the correspondence presented in Sec. 11.1 through 11.13 of the May 5, 2020 agenda, comprising:

- The Town of Kirkland Lake, February 11, 2020, c.c. of letter to Hon. Ernie Hardeman re. support for Bill 156.
- The Town of Ajax, March 5, 2020, c.c. of letter to Premier Doug Ford re. resolution in support for Conservation Authorities.
- The Town of Grand Valley, March 11, 2020, c.c. of letter to Minister Ernie Hardeman re. support for Bill 156.
- City of Sault Ste. Marie, March 13, 2020 c.c. of letter to Premier Ford, Minister Yurek and Minister Yakabuski re. Support for Conservation Authorities.
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CARRIED

### **New Business**

Council considered a ban on fireworks to complement the fire ban during the declared municipal emergency due to the COVID-19 pandemic.

MOTION No. 9

Moved by Councillor Strangway

Seconded by Councillor McFadden

**WHEREAS** The Village of Oil Springs remains under Emergency Order No. 1-2020, restricting all out-of-doors fires during the COVID-19 Declared Emergency, dated March 18, 2020; and

**WHEREAS** some residents set off fireworks, particularly in celebration of Victoria Day.

**THEREFORE,** and for the sake of certainty, the Council of the Village of Oil Springs extends that ban to the use of recreational fireworks within the Village of Oil Springs for the duration of the said Declared Emergency.

CARRIED

Councillor Veen addressed Public Works Superintendent Darren Morningstar's recommendation to install another dog waste station at the West Park.

- Mayor Veen suggested that Public Works staff check the bins more frequently.
  - Councillor McFadden suggested the recommendation is for the Parks & Recreation Committee to consider.

Councillor Strangway commented that drivers are speeding through the Village on Oil Springs Line and some have failed to stop at the four-way stop at Gypsie Flats Road. He noted speeding is especially dangerous now as children are not in school due to the ongoing COVID-19 pandemic school closure.

- Mayor Veen said he will speak with the OPP to see if the digital speed display unit is available and if that doesn't help, he will ask to have police here more frequently.

### **Accounts**

Council reviewed the Village of Oil Springs General Pay List for April 8, 2020 to May 5, 2020.

- MOTION No. 10 Moved by Councillor Strangway  
Seconded by Councillor Wagner  
**THAT** the accounts, as listed, be approved by the Council of the Corporation of the Village of Oil Springs for payment:
- Village of Oil Springs General Pay List April 8, 2020 to May 5, 2020.

CARRIED

### **Closed Meeting**

Mayor Veen requested that Council move to meet in-camera to review minutes of past in-camera meetings and to discuss the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees – in-camera minutes from March 10 and April 7, 2020; and follow-up to property complaint; and
- b. the security of the property of the municipality or local board – Insurance requirements; and
- c. labour relations or employee negotiations – staffing.

- MOTION No. 11 Moved by Councillor Strangway  
Seconded by Councillor Wagner  
**THAT** the time being 7:34 p.m. Council of 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 reason:
- a. Personal matters about an identifiable individual, including municipal or local board employees – review of in-camera minutes, and follow-up to property complaint; and
  - b. Security of the property of the municipality or local board – Insurance requirements; and
  - c. Labour relations or employee negotiations – staffing.

CARRIED

- MOTION No. 12 Moved by Councillor McFadden  
Seconded by Councillor Veen  
**THAT** the Council of the Village of Oil Springs adopt in-camera, pursuant to Section 239 of the *Municipal Act, 2001*, as amended, Village of Oil Springs Password Policy No. 2020-01; and  
**THAT** the Mayor and Clerk-Treasurer be authorized to sign the Policy on behalf of Council and Staff; and  
**THAT** this policy remain confidential to protect the security of the property of the municipality.

CARRIED

- MOTION No. 13 Moved by Councillor Veen  
Seconded by Councillor Strangway  
**THAT** the time being 7:54 p.m. Council of the Village of Oil Springs reconvene its open Regular Meeting of Council.

CARRIED

MOTION No. 14      Moved by Councillor Wagner  
                            Seconded by Councillor McFadden  
**THAT** the in-camera minutes of March 10, 2020 and April 7, 2020 be adopted by the Council of the Village of Oil Springs and remain confidential and restricted from public disclosure in accordance with the exemptions provided in the *Municipal Freedom of Information and Protection of Privacy Act*.

CARRIED

**By-Laws**

By-law No. 864 of 2020, a By-law to confirm all Resolutions of the Council Meeting held on May 5, 2020.

MOTION NO. 15      Moved by Councillor Strangway  
                            Seconded by Councillor Veen  
**THAT** By-Law No. 864 of 2020, being a By-law to confirm all Resolutions of the Council Meeting held on May 5, 2020 be read a first time, and taken as read a second and third time and finally passed this 5<sup>th</sup> day of May, 2020; and  
**THAT** the Mayor and Clerk be authorized to sign the said By-Law.

CARRIED

**Adjournment**

MOTION NO. 16      Moved by Councillor Wagner  
                            Seconded by Councillor Veen  
**THAT** the time being 7:56 p.m., this Regular Meeting of Council be adjourned; and  
**THAT** the next Regular Meeting of Council be held Tuesday, June 9, 2020 at 7:00 p.m.

CARRIED

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Ian Veen, Mayor

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Erkki Pohjolainen,  
Clerk-Treasurer