

The Corporation of the Village of Oil Springs
Regular Meeting Minutes

Date: Tuesday, August 11, 2020
Time: 7:00 p.m.
Location: Oil Springs Council Chambers
4591 Oil Springs Line, Oil Springs, Ontario

Attendance

Council: Mayor Ian Veen
Councillor Connie McFadden
Councillor Matt Strangway
Councillor Adam Veen
Councillor Larry Wagner

Staff: Mary Lynne McCallum, Acting Clerk-Treasurer
Darren Morningstar, Public Works Superintendent
Lynda Thornton, Clerk-Treasurer
Jami Hornbostel-Slade, Deputy Clerk-Treasurer

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 McFadden
Seconded by Councillor Strangway

THAT Council of the Village of Oil Springs adopt the following minutes:

- *Regular Meeting of Council, July 7, 2020*

CARRIED

Business Arising from Previous Meetings Minutes

Councillor Strangway noted an error in the Minutes of July 7, 2020, under Business Arising, the bottom paragraph mentions the “electronic” work required on new lawn tractor and this should state “electrical” work.

- Darren reported that this electrical work has now been completed.
- Mayor Veen asked if the paving of Gypsie Flats Road has taken place.
- Darren reported that there are a few spots left to seal prior to paving.

Opening of Tenders/RFQ's

Council reviewed and discussed the three proposals received for auditing services.

MOTION No. 2

Moved by Councillor Wagner
Seconded by Councillor Veen

THAT the Council of the Village of Oil Springs reviewed the proposals received for the provision of audit services for the years 2020 through 2024, and that the Corporation of the Village of Oil Springs award Baker Tilly (Sarnia) LLP with a service contract, as outlined in their quotation.

CARRIED

Public Works Department

Councillor Wagner inquired why the sidewalk was poured on the north side of Oil Springs Line and not the south side, as was previously decided?

- Mayor Veen acknowledged there was a change in planning and provided an explanation as well as an apology. In future, issues will be brought back to Council for further deliberation.

Councillor Wagner inquired why there was a change in contractor for the sidewalk?

- Darren reported that the initial contractor was not able to start the project until later in the year. Going forward, when preparing a request for tender, he will provide a timeline for the project to ensure that the contractor can meet our deadlines.

Superintendent Morningstar spoke to the remainder of his written monthly report, discussed matters that arose from the report and answered questions from Council.

MOTION No. 3

Moved by Councillor Veen

Seconded by Councillor Strangway

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

CARRIED

*** Darren Morningstar left the meeting at 7:20 p.m.***

Staff Reports

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

MOTION No. 4

Moved by Councillor Strangway

Seconded by Councillor Wagner

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

CARRIED

Staff performed an inventory of t-shirts and posters remaining from the Village of Oil Springs 150th Anniversary Celebration. Surplus items will be made available to the public, while quantities last.

MOTION No. 5

Moved by Councillor McFadden

Seconded by Councillor Veen

THAT the Council of the Village of Oil Springs receive and file the Acting Clerk-Treasurer's memo, concerning Office Organizing, as information.

CARRIED

Councillors' Reports

Councillor Veen reported that there is a funding opportunity available for events through the Ontario Trillium Fund – Resilient Communities Fund. This may be an item of discussion at Parks and Recreation Committee. Clerk-Treasurer will also investigate further.

Mayor Veen reported that a vote on masks will be held at the County of Lambton in September. Mayor Veen requested feedback from staff on opening the municipal office to the public. All agreed that this would be advisable.

Visitors will be limited to one at a time, hand sanitizer will be made available prior to entering the office and a contact information register will be maintained.

Committee Meeting Minutes and Reports

None.

Correspondence – Action Required Items

MOTION No. 6

Moved by Councillor Wagner
Seconded by Councillor McFadden

THAT the Council of the Village of Oil Springs enter into an agreement with the Corporation of the County of Lambton to participate in a County-Wide Community Safety and Well-Being Plan.

CARRIED

MOTION No. 7

Moved by Councillor McFadden
Seconded by Councillor Veen

THAT the Council of the Village of Oil Springs receive the information provided by the Federation of Canadian Municipalities regarding the Municipal Asset Management Program, and; THAT the Village of Oil Springs commit to conducting the activities in the proposed project in order to advance our Asset Management Plan.

CARRIED

MOTION No. 8

Moved by Councillor McFadden
Seconded by Councillor Strangway

THAT the Council of the Village of Oil Springs prepare a letter in support of St. Clair Region Conservation Authority’s decision to move their grant application forward to the Federation of Canadian Municipalities Asset Management Program.

CARRIED

Correspondence-Recommended Reading and Routine Approval / Information items

Correspondence items were reviewed and a few items requiring follow-up were discussed, which include:

- *Item # 12.7 - County of Lambton, Blue Box Transition to Producer Responsibility.* Staff will contact the County of Lambton to request additional information.
- *Item # 12.22 - Ministry of Transportation, Safety Program Development, Off-Road Vehicles.* Clerk-Treasurer to update by-law #688-2015, being a By-law to regulate the operation of off-road vehicles on highways in the Village of Oil Springs, to reflect proposed changes.
- *Item # 12.24 - Sarnia-Lambton Economic Partnership, Village of Oil Springs Prospectus Document.* Councillor Veen will discuss suggested revisions with the Economic Development Officer.

MOTION No. 9

Moved by Councillor McFadden
Seconded by Councillor Strangway

THAT the That the Correspondence presented as items 12.1 through 12.30 relating to “Recommended Reading” and “Routine Approval and Information Items” not

otherwise addressed by resolution, be noted as received by the Village of Oil Springs Council and filed accordingly.

CARRIED

New Business

Large item collection day will be held on Saturday, September 19th from 8 am – noon. Staff will make the required arrangements and prepare notices for residents.

Accounts

MOTION No. 10

Moved by Councillor Veen
Seconded by Councillor McFadden

THAT the Council of the Village of Oil Springs approve the General Pay List for period July 8 – August 7, 2020.

CARRIED

Closed Meeting

MOTION No. 11

Moved by Councillor Wagner
Seconded by Councillor McFadden

THAT the time being 8:15 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 reasons:

- i. s. 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees – in-camera minutes from July 7, 2020 and follow-up to property complaint.*
- ii. s. 239(2)(e) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

CARRIED

MOTION No. 12

Moved by Councillor McFadden
Seconded by Councillor Strangway

THAT the time being 8:36 p.m. Council of the Village of Oil Springs reconvene its open Regular Meeting of Council.

CARRIED

MOTION No. 13

Moved by Councillor McFadden
Seconded by Councillor Wagner

THAT the in-camera minutes of July 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

MOTION No. 14

Moved by Councillor McFadden
Seconded by Councillor Veen

That By-law 872 of 2020, being a By-law to appoint Lynda Thornton as Clerk Treasurer, be read a first, and taken as read a second and third time and passed this 11th day of August 2020.

CARRIED

MOTION No. 15

Moved by Councillor Wagner
Seconded by Councillor Strangway

That By-law 873 of 2020, being a By-law to appoint Jami Hornbostel-Slade as Deputy Clerk Treasurer, be read a first, and taken as read a second and third time and passed this 11th day of August 2020.

CARRIED

MOTION No. 16

Moved by Councillor McFadden
Seconded by Councillor Wagner

That By-law 874 of 2020, being a By-law to confirm all Resolutions of Council Meeting held on August 11, 2020 be read a first, and taken as read a second and third time and passed this 11th day of August 2020.

CARRIED

Adjournment

MOTION No. 17

Moved by Councillor Wagner
Seconded by Councillor Veen

THAT the time being 8:40 p.m., this Regular Meeting of Council be adjourned; and THAT the next Regular Meeting of Council be held Tuesday, September 8, 2020 at 7:00 p.m.

CARRIED

Ian Veen, Mayor

Lynda Thornton,
Clerk-Treasurer