

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

## **Regular Meeting Minutes**

---

Date: Tuesday, September 8, 2020  
Time: 7:00 p.m.  
Location: Oil Springs/S. Enniskillen Fire Hall  
4589 Oil Springs Line, Oil Springs, ON

### **Attendance**

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

Staff: 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**

Lara McFarlane and her son attended Council to address a concern regarding road safety after a hit and run accident claimed the life of their beloved dog. A request for additional speed limit signage be posted in the area.

Council discussed the matter and decided to post an additional 50 km sign, visible to motorists as they leave the Village (Oil Springs Line, West of Oil Heritage).

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

#### **MOTION No. 1**

Moved by Councillor Veen

Seconded by Councillor Strangway

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

- *Regular Meeting of Council, August 11, 2020*

CARRIED

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

Councillor Wagner inquired if new sidewalk work has been completed with finishing soil filled in along the sides? Darren confirmed that this has not yet been completed, however, he will follow up again with the contractor.

Councillor Veen inquired if all arrangements have been made for the large item pick-up day? Jami confirmed that arrangements have been made and information provided on both website, Facebook and highway signage.

### **Public Works Department**

As noted in the report, Bell Canada will be sending a crew to assess the tree that has fallen on a service line near the bridge on Kelly Road. Superintendent Morningstar suggested that the Village arrange for trapping of beaver(s) in the area.

#### **MOTION No. 2**

Moved by Councillor Veen

Seconded by Councillor McFadden

*THAT the Village of Oil Springs hire Greg Drury to trap the beaver(s) in the area of Gypsie Flats.*

CARRIED

Councillor Wagner inquired if there has been any progress with the Salt Bay? Mayor Veen confirmed that we continue to wait for approval from SCRCA. It was noted that for future projects, when necessary, permits are to be completed by staff in a timely manner.

**MOTION No. 3**

Moved by Councillor McFadden

Seconded by Councillor Veen

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

CARRIED

\*\*\* Darren Morningstar left the meeting at 7:35 p.m.\*\*\*

**Staff Reports**

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

**MOTION No. 4**

Moved by Councillor Wagner

Seconded by Councillor Strangway

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

CARRIED

**MOTION No. 5**

Moved by Councillor Strangway

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs receive and file the Occupancy / Final Inspection Report, as provided by Judy Rowland, Building Services at the County of Lambton.*

CARRIED

**MOTION No. 6**

Moved by Councillor McFadden

Seconded by Councillor Wagner

*THAT the Council of the Village of Oil Springs receives the information provided by Jason Cole, General Manager, Infrastructure & Development, County of Lambton, regarding the Blue Box Transition to Producer Responsibility.*

CARRIED

**MOTION No. 7**

Moved by Councillor Strangway

Seconded by Councillor Wagner

*THAT the Council of the Village of Oil Springs receives the Budgetary Control Reports, prepared by Lynda Thornton, Clerk-Treasurer, as information.*

CARRIED

Lynda Thornton, Clerk-Treasurer spoke to her written report on Operating and Capital Budget Proposed Timetable. This will help to provide target dates as we work towards preparing 2021 Capital and Operating budgets, as well as forecasting through to 2025.

**MOTION No. 8**

Moved by Councillor McFadden

Seconded by Councillor Wagner

*THAT the Council of the Village of Oil Springs approve the 2021 Operating and Capital Budget Proposed Timetable, as prepared by Lynda Thornton, Clerk-Treasurer.*

CARRIED

Lynda Thornton, Clerk-Treasurer spoke to her written report on funding opportunity through the Ontario Trillium Foundation's Resilient Communities Fund. Application should be made by the second deadline, December 2, 2020, with the suggested focus area being that of "Connected People".

**MOTION No. 9**

Moved by Councillor Wagner

Seconded by Councillor McFadden

*That Council hereby authorize the Clerk-Treasurer to prepare a funding application to the Ontario Trillium Foundation's Resilient Communities Fund by the deadline of December 2, 2020, with the focus being "Connected People".*

CARRIED

**MOTION No. 10**

Moved by Councillor McFadden

Seconded by Councillor Veen

*That Council hereby authorize the Clerk-Treasurer to proceed with installation of Accounts Receivable software, provided through Munisoft.*

CARRIED

**Councillors' Reports**

Councillor Wagner recommended that staff implement a formal tender process for future project work, and contracts be prepared between the Village and the successful bidder which highlights construction timeline and other pertinent requirements.

**Committee Meeting Minutes and Reports**

None at this time.

**Correspondence – Action Required Items**

**MOTION No. 11**

Moved by Councillor Wagner

Seconded by Councillor Veen

*That Council hereby acknowledges receipt of letter dated August 4, 2020, from Aziz Ahmed, Director, Safe Drinking Water Act, 2002, and that the Clerk-Treasurer be authorized to submit the completed "Early Implementation of the Watermain Disinfection Procedure" document, as advised by Cathy Culnan, Water Operator.*

CARRIED

**MOTION No. 12**

Moved by Councillor Strangway

Seconded by Councillor Wagner

*That Council hereby acknowledge receipt of the letter dated August 12, 2020 from Steve Clark, Minister of Municipal Affairs and Housing, and accepts the one-time funding of \$18,400 as part of the Federal-Provincial Safe Restart Agreement, and that the Clerk-Treasurer be authorized to sign the acknowledgement.*

CARRIED

**Correspondence-Recommended Reading and Routine Approval / Information**

Council requested that, going-forward, all County of Lambton News Releases and COVID-19 Update Meeting Notes be forwarded to Mayor and Council as received, to ensure that everyone is kept up-to-date in a timely manner.

**MOTION No. 13**

Moved by Councillor Wagner

Seconded by Councillor McFadden

*THAT the That the Correspondence presented as items 10.1 through 10.27 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**

### **Face Coverings**

In response to COVID-19, the use of face masks within the Village of Oil Springs was discussed. All agreed that it is reasonable for local business owners to decide whether or not to make the wearing of a face covering mandatory when entering their premises.

### **Committee Meetings to Resume**

It was suggested that committee members be contacted and meetings to resume in October. Staff will contact Parks & Recreation Committee as well as Cemetery Committee to set the dates.

## **Accounts**

### **MOTION No. 14**

Moved by Councillor Strangway

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs approve the General Pay List for period August 8 – September 4, 2020.*

CARRIED

## **Closed Meeting**

### **MOTION No. 15**

Moved by Councillor Strangway

Seconded by Councillor Wagner

*THAT the time being 8:23 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)(e) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

CARRIED

### **MOTION No. 16**

Moved by Councillor Wagner

Seconded by Councillor Veen

*THAT the time being 8:47 p.m. Council of the Village of Oil Springs reconvene its open Regular Meeting of Council.*

CARRIED

### **MOTION No. 17**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the in-camera minutes of August 11, 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. 18**

Moved by Councillor Wagner

Seconded by Councillor McFadden

*That By-law 875 of 2020, being a By-law to confirm all Resolutions of Council Meeting held on September 8, 2020 be read a first and taken as read a second and third time and passed this 8<sup>th</sup> day of September 2020.*

CARRIED

**Adjournment**

**MOTION No. 19**

Moved by Councillor Wagner

Seconded by Councillor McFadden

*THAT the time being 8:48 p.m., this Regular Meeting of Council be adjourned; and THAT the next Regular Meeting of Council be held Tuesday, October 6, 2020 at 7:00 p.m.*

CARRIED

---

Larry Wagner, Deputy Mayor

---

Lynda Thornton,  
Clerk-Treasurer