

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

## **Regular Meeting Minutes**

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Date: Tuesday, October 6, 2020  
Time: 7:00 p.m.  
Location: Oil Springs Youth Centre  
4517 Victoria Street, Oil Springs, ON

### **Attendance**

Council: Councillor Larry Wagner, Chair  
Councillor Connie McFadden  
Councillor Matt Strangway  
Councillor Adam Veen

Absent: Mayor, Ian Veen

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

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### **Call to Order**

Councillor Wagner 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. Councillor Wagner 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 the Council of the Village of Oil Springs adopt the following minutes:*

- *Regular Meeting of Council, September 8, 2020*

CARRIED

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

It was reported that large item collection day went very well again this year. All proceeds went to the local food bank and it was reported that the Village of Oil Springs food bank has partnered with Inn of the Good Shepherd.

### **Public Works Department**

Council reviewed and discussed Superintendent Morningstar's written monthly report. Councillor Wagner had a question regarding street sweeping. Darren confirmed that the County contract for cold patch work did include some sweeping, however, we also hired Lloyd's Paving to perform some additional sweeping to keep debris from entering the storm drains. This has been the process for the past few years.

Councillor Strangway inquired how water meters are read as some residents have mentioned their bills seem higher than usual. Darren explained the process. Causes for an increased bill could be due to a water leak. If a resident has a leaky toilet, this could cause a substantial increase in water usage.

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

Moved by Councillor Veen

Seconded by Councillor McFadden

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

CARRIED

\*\*\* Darren Morningstar left the meeting at 7:18 p.m.\*\*\*

**Staff Reports**

Council reviewed the Water Distribution System Monthly Operations Report and Wastewater Treatment System Monthly Report for August 2020, as prepared by Cathy Culnan, Lead Operator, Jacobs. It was also noted that hydrant flushing will now take place during the week of October 19, 2020.

**MOTION No. 3**

Moved by Councillor McFadden

Seconded by Councillor Veen

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

CARRIED

**MOTION No. 4**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the Briefing Note and Committee Report on Emergency Declarations, as provided by Jay VanKlinken, Emergency Management Coordinator, County of Lambton, be approved as presented.*

CARRIED

**MOTION No. 5**

Moved by Councillor Strangway

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs adopt the Infection Prevention & Control for COVID-19 Policy, as provided by Clerk-Treasurer, Lynda Thornton.*

CARRIED

**MOTION No. 6**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs receive the COVID-19 Response and Financial Impact Update Report; and*

*THAT considering Phase 1 Funding will not be sufficient to address 2020 COVID-19 related operating pressures, the Clerk-Treasurer be approved to proceed with application for Phase 2 Funding through the Safe Restart Program, by the deadline of October 30, 2020.*

CARRIED

**MOTION No. 7**

Moved by Councillor Veen

Seconded by Councillor Strangway

*THAT the Council of the Village of Oil Springs receives the proposal from Acute Network Solutions; and hereby authorizes the Clerk-Treasurer to proceed with implementation.*

CARRIED

Clerk-Treasurer reported that Paul Dalton, Public Works Superintendent for Dawn-Euphemia, visited the municipal office to provide a demonstration of MESH which is a work management tool used for tracking numerous items such as MMS (minimum maintenance standards), and various water systems and road infrastructure (curb stops, signs, etc.).

**MOTION No. 8**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs receives the proposal for MESH, as provided by Adam Cripps, Advantage Data Collection, an asset and work management platform for Public Works; and*

*THAT Council directs the Clerk-Treasurer to apply for funding through Imperial Oil's Community Investment Fund by the deadline of November 6, 2020.*

CARRIED

Clerk-Treasurer will confirm pricing as outlined in the Shred-It Service Proposal before signing the agreement.

**MOTION No. 9**

Moved by Councillor Strangway

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs receives the proposal as provided by Shred-It and hereby authorizes the Clerk-Treasurer to sign the Service Agreement.*

CARRIED

**Committee Meeting Minutes and Reports**

**MOTION No. 10**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT Council hereby receives and files the Lambton Group Police Service Board Minutes for June 17, 2020 and accompanying OPP Municipal Policing 2021 Annual Billing and Lambton Group Services Board Report.*

CARRIED

**MOTION No. 11**

Moved by Councillor Veen

Seconded by Councillor Strangway

*THAT Council hereby receives and files the notes from Bluewater Recycling's September Board Meeting.*

CARRIED

**Correspondence – Action Required Items**

**MOTION No. 12**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs hereby acknowledges receipt of the Risk Management Report, dated September 18, 2020, from Frank Cowan Company, and that Superintendent Morningstar be directed to complete the necessary repairs before the deadline of October 18, 2020.*

CARRIED

**MOTION No. 13**

Moved by Councillor Strangway

Seconded by Councillor McFadden

*THAT the Council of the Village of Oil Springs hereby acknowledge receipt of information from Walter Anderson, Provincial Fire Coordinator for Lambton County, regarding a change of station percentages and amendment to the Fire Radio Participation Agreement; and*

*THAT the proposed revised schedule be approved.*

CARRIED

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

At Council's request, COVID-19 Update Meeting Notes, County of Lambton News Releases and other time-sensitive correspondence have been forwarded by e-mail.

**MOTION No. 14**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the That the Correspondence presented as items 11.1 through 11.17 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**

It was suggested to lock the gates at the cemetery after Remembrance Day, or after the first snow fall (after Remembrance Day).

**Accounts**

**MOTION No. 15**

Moved by Councillor Veen

Seconded by Councillor Strangway

*THAT the Council of the Village of Oil Springs approve the General Pay List for period September 8 – October 1, 2020.*

CARRIED

**Closed Meeting**

**MOTION No. 16**

Moved by Councillor Veen

Seconded by Councillor McFadden

*THAT the time being 7:55 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.*

CARRIED

**MOTION No. 17**

Moved by Councillor Veen

Seconded by Councillor McFadden

*THAT the time being 8:20 p.m. Council of the Village of Oil Springs reconvene its open Regular Meeting of Council.*

CARRIED

**MOTION No. 18**

Moved by Councillor McFadden

Seconded by Councillor Strangway

*THAT the Council of the Village of Oil Springs authorize the Clerk-Treasurer to proceed with next steps to implement OMERS Plan contributions to commence January 1, 2021.*

CARRIED

**MOTION No. 19**

Moved by Councillor McFadden

Seconded by Councillor Veen

*THAT the Council of the Village of Oil Springs reduce the probationary period for new employees from six months to three months.*

CARRIED

**MOTION No. 20**

Moved by Councillor Veen

Seconded by Councillor Strangway

*THAT the in-camera minutes of September 8, 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. 21**

Moved by Councillor Veen

Seconded by Councillor Strangway

*That By-law 876 of 2020, being a By-law to confirm all Resolutions of Council Meeting held on October 6, 2020 be read a first and taken as read a second and third time and passed this 6<sup>th</sup> day of October 2020.*

CARRIED

**Adjournment**

**MOTION No. 22**

Moved by Councillor Veen

Seconded by Councillor McFadden

*THAT the time being 8:24 p.m., this Regular Meeting of Council be adjourned; and THAT the next Regular Meeting of Council be held Tuesday, November 10, 2020 at 7:00 p.m.*

CARRIED

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Larry Wagner, Deputy Mayor

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Lynda Thornton,  
Clerk-Treasurer