



CORPORATION OF THE TOWN OF PETROLIA

COUNCIL MINUTES

Monday, February 13, 2017
7:00 p.m.
Council Chambers, Victoria Hall

1. CALL TO ORDER

Mayor McCharles called the meeting to order at 7:00 pm

2. ROLL CALL

Council:

John McCharles, Mayor
Tim Brown, Councillor
Joel Field, Councillor
Mary-Pat Gleeson, Councillor
Ross O'Hara, Councillor
Grant Purdy, Councillor
Liz Welsh, Councillor

Staff:

Manny Baron, CAO/Clerk
Mandi Pearson, Deputy Clerk/Operations Clerk
Laurissa Ellsworth, Director of Marketing & Communication
Dave Menzies, Director of Community Services & Facilities
Richard Poore, Director of Cultural Services
Mike Thompson, Director of Operations

Regrets:

Rick Charlebois, Director of Corporate Services/ Treasurer

3. INSPIRATIONAL MESSAGE

Councillor Gleeson requested a moment of silence be observed for the victims and families of the tragic shooting January 29, 2017 at the Islamic Cultural Centre of Quebec City.

4. DECLARATION OF PECUNIARY INTEREST

- Mayor McCharles noted to declare at time of the item, and complete the necessary forms with the Deputy Clerk.

5. ADOPTION OF AGENDA

MOVED: Joel Field

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia adopt the February 13, 2017 agenda as presented, with amendment to remove item 11 e) vi, a duplicated item”

Carried

C - 01 –02/13/2017

6. CONSIDERATION OF MINUTES OF PREVIOUS MEETING(S)

- a) Review and Adoption of the Minutes of Regular Council held in open session dated January 23, 2017;
- b) Minutes of Zone Amendment held in open session dated January 23, 2017;
- c) Review and Adoption of the Minutes of Special Call of Council held in open session dated February 6, 2017;

MOVED: Joel Field

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia adopt as presented minutes of the regular meeting of Council and Zone Amendment meeting held on January 23, 2017 & minutes of the Special Call of Council held on February 6, 2017”

Carried

C - 02–02/13/2017

7. RECOGNITIONS / AWARDS / ANNOUNCEMENTS

- Dave Menzies, Director of Facilities and Community Services, presented Mayor McCharles and Council’s representatives on the Community Services Advisory Committee with a plaque recognition from Trillium 150 capital funding received for the Greenwood Recreation Centre upgrades;
- Councillor Welsh: PHAC hosting a speaking event regarding Heritage home insurance on April 27, 2017;
- Councillor Purdy: participating in Shave for the Brave event fundraiser in support of Lucien Nadeau and pediatric cancer research;
- Councillor Gleeson: Carol Stephenson, a Petrolia native was in Washington, DC today alongside a group of women speaking to President Trump on woman’s rights;
- Councillor Field: Saturday, February 18th will be participating in the Polar Dip at the OHDCC to raise funds in support of the SafeTALK program for suicide prevention;
- Snow Sculpture contest update: with no snow, the theme has now become Summer in February photo contest!;
- Victoria Hall:
 - March 4th – The Petrolia Lions Present – The Sonny and Cher Show;
 - March 25th – The Petrolia Lions Present – The Mudmen;
 - Floor & seat refurbishment are going well;
 - Canadian Film Day will be celebrated with a showing of The Grand Seduction;
 - March Break:
 - DaDa live shows;
 - Moana & Pete’s Dragon on the big screen;

- February 15 – Oil Springs UNESCO Bid on Cogeco Channel 6 from 6pm – 7pm;
- February 17 – Petrolia Squires Game - Squires hosts Ripley in game 5 in Petrolia with a 8:30 puck drop. Petrolia leads the series 3-1;
- February 20 – Family Day fun at The Centre and Greenwood Rec. Centre;
- February 20 – End of the snow sculpture contest;
- February 21- Petrolia Lions Meat BINGO;
- February 25- Oil Springs UNESCO Bid at Petrolia Heritage Open House;
- February 26 – Effective Speaking Contest at The Lions Hal;

8. DELEGATIONS / FIRST OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

Delegation:

- a) Brenda Slater – MPAC
 - 2016 municipal assessment update

First Opportunity for Public to address Council:

- i) Mr. John Mathers, Dufferin Ave
 - Concern with manhole covers on Petrolia Line (westend);
 - Presented information on a round rim made of compressed rubber that bolts to the top of the manhole;

9. UNFINISHED BUSINESS

- None

10. NEW BUSINESS

- i) Motion from Councillor Gleeson regarding the Town of Petrolia rental fees at Victoria Hall;

MOVED: Mary-Pat Gleeson SECONDED: Liz Welsh

WHEREAS Victoria Hall is a gem in our community and should be utilized and showcased as a facility for Non-Profit and Charitable Organizations to access;

Now therefore be it resolved:

THAT the Council of the Town of Petrolia support Non-Profit and Charitable Organizations within the geographic area of the Town of Petrolia when accessing Victoria Hall;

AND THAT rental fees at Victoria Hall be reduced for these organizations to reflect the recuperation of operation costs;

AND THAT this request be referred to staff to review and provide a report back to council on;

Carried

C - 03-02/13/2017

11. REPORTS –MOTION REQUIRED (BY DEPARTMENT)

a) Finance

- None

b) Water & Wastewater

- None

c) Operations

- i) Report dated February 13, 2017 from Mike Thompson, Director of Operations regarding RFP results for 1 Ton truck with plow and salter;

MOVED: Joel Field

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia receive and file the report of the Director of Operations regarding RFP results for 1 Ton truck with plow and salter”

Carried

C - 04–02/13/2017

- ii) Report dated February 13, 2017 from Mike Thompson, Director of Operations regarding award of contract for Inlet Pumping Sanitary Station upgrade;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia receive the Director of Operations report;
AND THAT the Council of the Town of Petrolia approve the Inlet Pumping Station upgrade contract be awarded to Finnbilt General Contracting Limited in the amount of \$2,074,054.00 (excl. HST);**

Carried

C - 05–02/13/2017

d) Community Services & Facilities

- i) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding AODA update 2017-2020;

MOVED: Grant Purdy

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia approve the 2017 to 2020 Mutli-Year Accessibilty Plan as outlined in the Director of Facilities and Community Services report dated February 13, 2017;

AND THAT the Council of the Town of Petrolia direct staff to post the 2017 to 2020 Multio-Year Accessibility Plan on its website and to make the plan available in alternative formats as requested by persons with a disability”

Carried

C - 06-02/13/2017

- ii) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding Three year Recap of Utility Cost at Town Facilities;

MOVED: Liz Welsh

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia *receive and file* the February 13, 2017 report from the Director of Facilities and Community services regarding Three year Recap of Utility Cost at Town Facilities”

Carried

C - 07-02/13/2017

- iii) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding Greenwood Recreation Centre Ontario 150 Grant;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia *approve* MIG Engineering as the contractor for the Greenwood Recreation Centre renovation project; AND THAT the Mayor and CAO be authorized to execute an agreement with the Contractor; AND THAT the by-law before Council on this agenda be *enacted* as presented”

Carried

C - 08-02/13/2017

- iv) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding Lambton College 50th anniversary project;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia fully support and accept the generous donation of a Tree Grove and Anchor Piece to be placed at Fairbank Park to commemorate Lambton College’s 50th anniversary”

Carried

C - 09-02/13/2017

- v) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding Integrated Accessibility Standards Regulation – Town of Petrolia training booklet;

MOVED: Mary-Pat Gleeson

SECONDED: Ross O'Hara

**“THAT the Council of the Town of Petrolia endorse the use of IASR: Town of Petrolia Handbook for all new hires/volunteers;
AND THAT this additional information be included in the Town of Petrolia new hire orientation package”**

Carried

C - 10-02/13/2017

- vi) Removed from Agenda, duplicated item

- vii) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding Farmers' Market 2017 rules and regulations;

MOVED: Liz Welsh

SECONDED: Ross O'Hara

“THAT the Council of the Town of Petrolia approve the 2017 Petrolia Farmers' Market rules, regulations and vendor application as presented”

Carried

C - 11-02/13/2017

- viii) Report dated February 13, 2017 from Dave Menzies, Director of Facilities and Community Services regarding 2017 summer students;

MOVED: Grant Purdy

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia receive and file the February 13, 2017 report from the Director of Facilities and Community services regarding 2017 summer students”

Carried

C - 12-02/13/2017

e) Administration

- i) Report dated February 09, 2017 from Rob Nesbitt, Planner regarding zoning amendment for 425 Wingfield Street;

MOVED: Joel Field

SECONDED: Ross O'Hara

“THAT the Council of the Town of Petrolia receive and file the February 13, 2017 report from the Planner, Rob Nesbitt regarding zoning amendment at 425 Wingfield Street”

Carried

C - 13-02/13/2017

- ii) Report dated February 13, 2017 from Manny Baron, CAO regarding 2016 Census results;

MOVED: Grant Purdy

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia receive and file the February 13, 2017 report from the CAO regarding 2016 Census results”

Carried

C - 14-02/13/2017

- iii) Report dated February 13, 2017 from Manny Baron, CAO regarding 2016 Building Permits;

MOVED: Joel Field

SECONDED: Mary-Pat Gleeson

“THAT the Council of the Town of Petrolia receive and file the February 13, 2017 report from the CAO regarding 2016 Building Permits”

Carried

C - 15-02/13/2017

- iv) Report dated February 13, 2017 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding surplus of vehicles/equipment;

MOVED: Grant Purdy

SECONDED: Ross O'Hara

**“THAT the Council of the Town of Petrolia approve the 2001 Chevrolet 1500 single cab pick-up truck (A03) & Kubota 2D28 3 cylinder diesel be declared as surplus;
AND THAT staff proceed with the bid process”**

Carried

C - 16-02/13/2017

f) Cultural Services

- i) Report dated February 13, 2017 from Richard Poore, Director of Cultural Services regarding Victoria Hall user group meeting;

MOVED: Liz Welsh

SECONDED: Mary-Pat Gleeson

“THAT the Council of the Town of Petrolia receive and file the February 13, 2017 report from the Director of Cultural Services regarding Victoria Hall user group meeting”

Carried

C - 17-02/13/2017

- ii) Report dated February 13, 2017 from Richard Poore, Director of Cultural Services regarding National Canadian Film day;

MOVED: Ross O'Hara

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia *receive and file* the February 13, 2017 report from the Director of Cultural Services regarding National Canadian Film Day”

Carried

C - 18-02/13/2017

- iii) Report dated February 13, 2017 from Richard Poore, Director of Cultural Services regarding March Break at Victoria Hall;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia *receive and file* the February 13, 2017 report from the Director of Cultural Services regarding March Break at Victoria Hall”

Carried

C - 19-02/13/2017

g) Marketing & Special Events

- i) Report dated February 13, 2017 from Laurissa Ellsworth, Director of Marketing and Communication regarding the Oil Springs UNESCO World Heritage Bid;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia endorse the report of the Director of Marketing and Communication dated February 13, 2017 regarding the UNESCO World Heritage Bid”

Carried

C - 20-02/13/2017

12. CORRESPONDENCE – NO ACTION REQUIRED

- a) The Ontario Medal for Young Volunteers;
- b) December 2016 plumbing permits;
- c) Canada 150 grant application;
- d) Cohen Highley – County of Lambton Draft Official Plan;
- e) AMO Watch File – January 19, 2017;
- f) CH2M Hill December 2016 operating report – WWTP;
- g) AMO Watch File – January 26, 2017;

- h) Thank you from LCCVI;
- i) Correspondence from Patrick Brown, MPP;
- j) County Council highlights – February 1, 2017;
- k) AMO Watch File – February 2, 2017;
- l) JNAAG – Elusive Utopia and Winter Light to open;
- m) Lambton Group Police Service Board – November/December 2016;
- n) Emergency Plan database – Lambton Farm Safety;
- o) SLEP – mission to Taiwan update;
- p) Municipality of Neebing – carbon tax;
- q) AMO Watch File – February 9, 2017;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia receive and file the above Correspondence items a) through q)

Carried

C - 21-02/13/2017

13. CORRESPONDENCE / ITEMS - MOTION REQUIRED

- a) Minutes of the January 12, 2017 Petrolia Heritage Advisory Committee meeting;

MOVED: Liz Welsh

SECONDED: Ross O'Hara

WHEREAS the Petrolia Heritage Advisory Committee through their minutes of the January 12, 2017 meeting have made recommendation to the Council of the Town of Petrolia;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Petrolia does hereby endorse the recommendation of the Petrolia Heritage Advisory Committee;

AND THAT Council direct staff to proceed with the necessary action(s) to designate PLAN 25 LOTS 2 AND 3 PT LOTS 1,4 & 16 PLAN 26 PT LOTS 64 AND 65, known municipally as 4248 Petrolia Line (also known as the Fairbank mansion and Sunnyside);

AND THAT a Heritage Impact Assessment be considered prior to any development on or adjacent to the site;

AND FURTHER THAT once the Designation Bylaw has passed third reading that the property be placed on the Canadian Register of Historic Places (CRHP) <http://www.historicplaces.ca/en/pages/about-apropos.aspx>;

Councillor Welsh requested a recorded vote: Yea's were unanimous

Carried

C - 22-02/13/2017

MOVED: Liz Welsh

SECONDED: Grant Purdy

“THAT the Council of the Town of Petrolia approve the January 12, 2017 Minutes as presented”

Carried

C - 23-02/13/2017

14. SECOND OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- Mr. Dave Hext, Petrolia Heritage Committee
 - Thank you to Council for the support.

15. IN CAMERA SESSION

Sec 239(4) of the Act

- i) Personal 2017-01 – employment negotiation
- ii) Personal 2017-02 – accessibility concern noting an identifiable person
- iii) Personal 2017-03 – personnel matter

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia break from regular session and move In Camera”

Carried

C - 24-02/13/2017

Moved in Camera at 8:09 pm

Open Session resumed at 8:41 pm

16. RISE AND REPORT

- i) Personal 2017-02 – accessibility concern noting an identifiable person

MOVED: Mary-Pat Gleeson

SECONDED: Grant Purdy

“THAT the Council of the Town of Petrolia endorse the recommendation of staff”

Carried

C - 25-02/13/2017

- ii) Personal 2017-03 – personnel matter

MOVED: Joel Field

SECONDED: Ross O'Hara

“THAT the Council of the Town of Petrolia receive and file Personal 2017-03”

Carried

C -26-02/13/2017

17. CONSIDERATION OF BY-LAWS

First and Second reading

- a) By-Law Number 15-2017 being a by-law of the Corporation of the Town of Petrolia to authorize an agreement between MIG Engineering (2011) Ltd. and the Corporation of the Town of Petrolia for Professional Consulting Services;
- b) By-Law Number 16-2017 being a by-law to authorize to an agreement between the County of Lambton and the Town of Petrolia for installation of VHS antennas, microwave dishes, transmitters and associated necessary wiring for the Fire Radio Communications System;
- c) By-law number 17-2017 a by-law to authorize the execution of a contract for service agreement between Callandra Dendias and the Corporation of the Town of Petrolia with respect to the provision of VPP manager of marketing and boxoffice coordination;
- d) By-law number 18 -2017 a by-law to authorize the execution of a contract for service agreement between Mark Payne and the Corporation of the Town of Petrolia with respect to the provision of VPP musical director
- e) By-law number 19-2017 a by-law to execute an subdivision agreement between the Corporation of the Town of Petrolia and Spectra Construction Petrolia Inc. for the development of the final phase of Gables Subdivision;
- f) By-law number 20-2017 a by-law to amend By-Law 38 of 2000 authorizing the change of zone symbol from C1 to C1-5 on lands within the Town of Petrolia, known municipally as 425 Wingfield Street ;
- g) By-Law Number 21-2017 being a By-Law of the Corporation of the Town of Petrolia to Confirm the Resolutions and Motions of the Council of the Town of Petrolia which were adopted up to and including February 13, 2017;

MOVED: Joel Field

SECONDED: Tim Brown

“THAT By-Law a) thorough g) be read a first and second time.”

Carried

C - 27-02/13/2017

Third and Final reading

MOVED: Grant Purdy

SECONDED: Liz Welsh

- a) **“THAT By-Law Number 15-2017 being a by-law of the Corporation of the Town of Petrolia to authorize an agreement between MIG Engineering (2011) Ltd. and the Corporation of the Town of Petrolia for Professional Consulting Services be read a Third Time and Finally Passed.”;**

Carried

C - 28-02/13/2017

MOVED: Grant Purdy

SECONDED: Liz Welsh

- b) **“THAT By-Law Number 16-2017 being a by-law to authorize to an agreement between the County of Lambton and the Town of Petrolia for installation of VHS antennas, microwave dishes, transmitters and associated necessary wiring for the Fire Radio Communications System be read a Third Time and Finally Passed.”;**

Carried

C - 29-02/13/2017

MOVED: Grant Purdy

SECONDED: Liz Welsh

- c) **“THAT By-law number 17-2017 a by-law to authorize the execution of a contract for service agreement between Callandra Dendias and the Corporation of the Town of Petrolia with respect to the provision of VPP manager of marketing and boxoffice coordination;**

Carried

C - 30-02/13/2017

MOVED: Grant Purdy

SECONDED: Liz Welsh

- d) **“THAT By-law number 17-2017 a by-law to authorize the execution of a contract for service agreement between Mark Payne and the Corporation of the Town of Petrolia with respect to the provision of VPP musical director;**

Carried

C - 31-02/13/2017

MOVED: Grant Purdy

SECONDED: Liz Welsh

- e) **“THAT By-law number 19-2017 a by-law to execute an subdivision agreement between the Corporation of the Town of Petrolia and Spectra Construction Petrolia Inc. for the development of the final phase of Gables Subdivision be read a Third Time and Finally Passed.”;**

Carried

C - 32-02/13/2017

MOVED: Grant Purdy

SECONDED: Liz Welsh

- f) **“THAT By-law number 20-2017 a by-law to amend By-Law 38 of 2000 authorizing the change of zone symbol from C1 to C1-5 on lands within the Town of Petrolia, known municipally as 425 Wingfield Street be read a Third Time and Finally Passed.”;**

Carried

Council Minutes - February 13, 2017

C - 33-02/13/2017

MOVED: Grant Purdy

SECONDED: Liz Welsh

- g) **“THAT By-Law Number 21-2017 being a By-Law of the Corporation of the Town of Petrolia to Confirm the Resolutions and Motions of the Council of the Town of Petrolia which were adopted up to and including February 13, 2017 be read a Third Time and Finally Passed.”;**

Carried

C - 34-02/13/2017

17. ADJOURNMENT

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the February 13, 2017 meeting of the Council of the Town of Petrolia be adjourned to the next regular scheduled meeting of Council to be held on Monday, March 13, 2017 or to the call of the Chair.”

Carried

C - 35-02/13/2017

The meeting adjourned 8:42 pm

John McCharles
Mayor

Manny Baron
CAO/ Clerk