



CORPORATION OF THE TOWN OF PETROLIA

## COUNCIL MINUTES

Monday, June 16<sup>th</sup>, 2014

7:00 p.m.

Council Chambers, Victoria Hall

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### 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  
Helen Havlik, Councillor  
Mary-Jane Samela, Councillor  
Liz Welsh, Councillor

Staff:

Manny Baron, CAO/Clerk  
Joe Adams, Director of Operations  
Rick Charlebois, Director of Corporate Services/Treasurer  
Mandi Pearson, Deputy Clerk/Operations Clerk  
Richard Poore, Director of Performing Arts

Regrets:

Dave Menzies, Director of Community Services

### 3. INSPIRATIONAL MESSAGE

Councillor Samela gave the inspirational message.

*“My advice is to never do tomorrow what you can do today. Procrastination is the thief of time.”*

– Charles Dickens

### 4. DECLARATION OF PECUNIARY INTEREST

- None at this time

### 5. ADOPTION OF AGENDA

MOVED: Liz Welsh

SECONDED: Mary Jane Samela

“THAT the Agenda be approved as submitted”

**Carried**

C - 01 – 06/16/2014

### 6. CONSIDERATION OF MINUTES OF PREVIOUS MEETING(S)

- a) Review and Adoption of the Minutes of Regular Council held in open session dated Monday, June 2, 2014;

MOVED: Mary-Pat Gleeson

SECONDED: Mary Jane Samela

**“THAT the minutes of the Regular Meeting of the Town of Petrolia Council from Monday, June 2, 2014 be approved as submitted.”**

**Carried**

C - 02 – 06/02/2014

- b) Review and Adoption of the Minutes of a Special Meeting Education Meeting of Council held in open session dated Wednesday, June 11, 2014;

MOVED: Helen Havlik

SECONDED: Liz Welsh

**“THAT the minutes of the Regular Meeting of the Town of Petrolia Council from Wednesday, June 11, 2014 be approved as submitted.”**

**Carried**

C - 03 – 06/16/2014

## **7. RECOGNITIONS / AWARDS / ANNOUNCEMENTS**

- VPP: Fiddler on the Loose 2 is doing very well and is being thoroughly enjoyed by the audiences, coming up next will Canada Sings! The Cast of Canada Sings will be arriving very shortly to start rehearsals;
- Councillor Samela: Pizzafest was very well organized and a lot of fun in the community, it was great to see all the people out;
- Councillor Welsh: recently attended the Petrolia Legion Change of Command, this was a great experience and nice to see how well celebrated this event is;
- Mayor McCharles: The Petrolia Discovery hosted their Father's Day Car Show on Sunday, a lot of participants came out along with spectators and this was great to see;
- June 21 & 22 – Doors Open will take place, for more details please visit doorsopen.ca, if you are hoping to see Victoria Hall it will be open between 9 and 11 am;
- June 21 - Petrolia and Enniskillen Agri Society will host their Antique Tractor Pull at Greenwood Park;
- The Petrolia Farmers' Market continues Saturday's, sales of the Baked Goods, Cheese and Popcorn benefit the OHDCC;
- July 1<sup>st</sup> – The Municipal Office will be closed
- July 1<sup>st</sup> – Canada Day will be in full swing with lots of events happening throughout Town and in Bridgeview Park, wrapped up with Fireworks at about 10pm;
- June 22 & July 6 – Lawnmower race events continue at the track on Oil Heritage Road;
- June 21<sup>st</sup> – the Carriage Rides will take place throughout the Town loading and unloading at the Bandshell in Victoria Park;
- June 21<sup>st</sup> – the Petrolia and North Enniskillen Fire Department will be hosting a fundraising Car Wash and BBQ;
- June 18<sup>th</sup> – The Petrolia Lions will host a Seniors Picnic;

- June 20<sup>th</sup> – Shop Like Charlotte tickets will go on sale;

**8. DELEGATIONS / FIRST OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL**

1. Presentation from Mandi Pearson and Thera Wagner on behalf of the Mommy Market Group of funds raised through the Spring 2014 Mommy Market Sale in support of the OHDCC Backyard Project, the cheque presented was for funds raised of \$2400.00
  - Mayor McCharles thanked the ladies for their efforts with Mommy Market, not only are they staff but also volunteers in our community and that is great to see.
2. Mr. Andy Hart, 562 First Ave – Tile Yard Municipal Drain
  - Mr. Hart thanked Council for hearing him this evening as he addressed recent concerns regarding the Court of Revision and Assessment for the Tile Yard Municipal Drain that he and his neighbours affected by the assessment have;

**Enniskillen Township is a largely farm based community, with low population density**, where proper drainage is a necessity (using the municipal 'flow over 24 hours' basis). Paying for drain maintenance is a business cost offset by various grants. Individual costs are proportional to the benefit they realize. The Tile Yard Road Drain (and the following road resurfacing) is an improvement of the current situation.

**Petrolia Town is a largely residential / small business community with much higher population density**, where again, proper drainage is a necessity (using the larger storm drain sizing model). In town, the improvement / maintenance cost has been town not individual based.

**The Town and Township are common** in that the crown of the road is the highpoint with surface drainage into the set back at the sides. Within the setbacks, drainage and maintenance is the responsibility of the Township and Town. Individual properties adjoin the setbacks. The difference is that within town, individual properties are on both sides of the street, whereas the Tile Yard boundary puts Township properties on one side and Town properties on the other.

**The Tile Yard drainage proposal** was first discussed with the engineer 'on site' in April 2013. Affected town residents weren't aware of the proposal until the report was issued in April 2014. The appeal process was explained in the 22<sup>nd</sup> April 2014 public meeting and the report received first and second readings at that time with subsequent minor adjustments of assessments in the court of revision meeting on 3<sup>rd</sup> June. We should have been involved from April 2013.

**Discovery Line** is a largely agricultural, business and oilfield location with low population density where the few property owners did contribute to the cost of their drainage improvements.

**There was a big storm in I believe, 1996** with 4" of rain that flooded properties and basements in and around the Ignatiefna / Oozlovsky area of town. A large drainage upgrade was done at no cost to individual affected residents.

Recently, **Princess Street** underwent drainage and road improvements. Residents were not required to pay for this individually even though there is benefit in terms of curb appeal as well as drainage. All Town residents including ourselves have contributed to the cost through our taxes.

**As part of the Town's established residential community** we are asking to be treated similarly, where the Town assumes the cost of this improvement.

**Thank you.**
  - Mayor McCharles: What is the total non-agricultural portion for these residents?
    - Joe Adams: \$19 372.00, minus the recent deduction from Mr. Jonathan Hart's request to Enniskillen and the Engineer for reconsideration, granted for the amount of \$404.00. The total assessment for these residents will be \$18 968.00.
  - Councillor Brown: I attended the meeting as the Town of Petrolia representative on the Court of Revision, and the meeting I asked how many instances has a joint drain project occurred. Mr. McTavish walked me through all the projects and there are a fair many of them, all of which the residents paid their portion of the project assessment.
- Mr. Gary McCallum, 563 First Ave – Tile Yard Municipal Drain

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- Mr. McCallum asked what did the residents on Discovery Line at that time pay?
  - Councillor Field: I asked staff to provide me with that information prior to this evenings meeting, and received a copy of the assessment from that project and it was approx.. \$10,000.00 for the residents portion
- Mr. Bill McNally, 559 First Ave – Tile Yard Municipal Drain
  - Mr. McNally asked why when developed was storm water not considered at time of development?
    - Mayor McCharles agreed that at the time of development of the subdivision Storm Water Management should have been considered and included in the Plan of Subdivision
    - Joe Adams: recent changes through the Ministry now request that storm water be approved by the Ministry prior to any approval of a Subdivision Plan.
- Mr. Jonathan Hart, 564 First Ave – Tile Yard Municipal Drain
  - Mr.Hart commented that as residents our tax rate is higher then what is paid by Enniskillen residents, therefore my taxes should cover this cost. When I was building, I was told to drain onto Tile Yard Road and at the time I questioned that but was told that was what needed to be done.
    - Mayor McCharles: there are no storm sewers in this area and the natural drainage flows into this drain.
- Mayor McCharles:
  - Noted that Council does understand that concerns the residents have brought forward, the mistake was past history and made when the plan of subdivision was approved many years ago
  - Possibly staff could again review the assessments and come back to Council with a recommendation and a policy regarding Municipal Drain when the Town is affected
- Joe Adams noted that all actions with this project and assessment have been followed through the Drainage Act and this procedure is common in many communities.

MOVED: Joel Field

SECONDED: Mary-Pat Gleeson

**“THAT the Council of the Town of Petrolia, direct staff to review the questions and concerns brought forward tonight by the residents affected by the Municipal Drain Tile Yard Road project and report back to Council;  
AND THAT a policy regarding Municipal Drainage be brought forward to Council.”**

**Carried**

C - 04 – 06/16/2014

3. Alex Palimaka of Bluewater Power addressed Council with comments regarding the Green Energy Act plan before them this evening;
  - In the past Councils have been asked to endorse Municipal Energy Plans and Conservation plan, those plans were very different then the proposed plan tonight, the plan before Council tonight only speaks to Town owned facilities;
  - The 2% Energy reduction outlined can be achieved, the project models outlined are not requesting approval tonight, they are part of the plan for

consideration during capital budgeting. If all projects were approved over the next 5 years the Town would see an 14.5% goal achieved;

- This plan is meant as a financial tool for staff and Council to use as support and reference for the next five year period.

4. Mrs. Susan McQuaid – 268 Parkside - concerns regarding a letter that was recently forwarded to Mayor McCharles and Mr. Baron from her neighbor at 270 Parkside. This letter was addressed to the residents of Parkside Court and delivered to them

- Thanked Council for hearing her this evening, 10 years ago she and her family moved to Petrolia as it was the kind of community they originated from and wanted to return to;
- We would like to clear up some of the details of the letter, as the details are false;
- The neighbor at 270 Parkside has ATV's, large 30 foot RV motor home and a pontoon boat, he has accused me of being a poor neighbor
  - This is not the case, we do many good neighbor things from lawncare to snow removal assistance
- He has poured a large cement pad for his RV
  - We have constructed a fence on our property line that makes getting the RV in very tight
- We have great concern over the safety of the kids in our neighbourhood when he is operating the large RV, as he has already hit another parked vehicle and we are worried he may hit one of our kids

Mayor McCharles noted that staff have heard the concerns tonight and will look further into them and will be in contact with Mrs. McQuaid.

5. Mr. Matt Miller – 269 Parkside - concerns regarding RV motorhome at 270 Parkside

- Mr. Miller re-iterated the feelings and concerns from Mrs. McQuaid, there are many children on our street and we have a concern for their safety.
- After staff have looked further into it how will the rest of us know the outcome?
  - Mayor McCharles noted that staff will report back to Council in a report, where a resolution where and if possible would be noted.
- Where can we access this information?
  - Mr. Baron noted that this report would be of public record for the meeting where the report is discussed and could then be found in the minutes of that meeting.

6. Ms. Julie Whitely – Petrolia Toastmasters

- In January of 2014 the Petrolia Branch of Toastmasters began
- Toastmasters clubs are present in 122 countries, enables there members to increase communication skills and increase leadership skills
- Requesting Council's support to become a mentor, messenger and motivator for the Petrolia branch and take the Toastmasters message to the community
- Cost is \$25.00 plus \$125.00
- Invited Council to attend the meetings as a guest or to join the club, meetings are Wednesday mornings at 7 at the OHDCC

Councillor Brown: it is very encouraging to see this activity happening, there is a lack of this resource in the community and schools where it should be being taught.

Mayor McCharles thanked Ms. Whitley for attending and bringing the message forward.

**9. UNFINISHED BUSINESS**

- None

**10. NEW BUSINESS**

- None

**11. REPORTS –MOTION REQUIRED (BY DEPARTMENT)**

**a) Finance**

- i) Report dated June 16, 2014 from Rick Charlebois, Director of Corporate Services/Treasurer regarding By-Law to set the 2014 Tax Ratio and Final Tax Levy;

MOVED: Joel Field

SECONDED: Tim Brown

**“THAT the Council of the Town of Petrolia receive and file this report.”**

**Carried**

C - 05 – 06/16/2014

**b) Water**

- None at this time

**c)**

**Operations**

- i) Report dated June 16, 2014 from Joe Adams, Director of Operations regarding Princess Street update , project nearing completion;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia receive and file this report”**

**Discussion:**

Councillor Welsh: Will the trees be replaced?

Mr. Adams: no, all the trees that were removed were on Town property and if the residence were wanting to replace the trees they could do so, but would need to plant them 1 metre on to their private property. Where the trees were planted previous, if replaced would cause damage through the roots to our sidewalks in a few years time.

Councillor Field: some residents are actually quite happy that the trees were removed and if some residents did wish to plant a replacement tree on their property, in the fall they could request a tree through the program the Town offers at no cost.

**Carried**

C - 06 – 06/16/2014

- ii) Report dated June 16, 2014 from Joe Adams, Director of Operations regarding Court of Revision hearings with Enniskillen Township for Tile Yard Line;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh



**“THAT the Council of the Town of Petrolia receive and file this report”**

**Carried**

C - 07 – 06/16/2014

d)

**Community Services**

- i) Report dated June 16, 2014 from Dave Menzies, Director of Community Services regarding Special Event Permit – CNIB Road Toll with Petrolia Lions Club;

MOVED: Mary Jane Samela

SECONDED: Tim Brown

**“THAT the Council of the Town of Petrolia, approve the Special Events permit for the “Lions Voluntary Toll Road” on Saturday, September 20, 2014;  
AND THAT all emergency services providers be informed by the Lions Club of Petrolia the details of this event”**

**Carried**

C - 08 – 06/16/2014

- ii) Report dated June 16, 2014 from Dave Menzies, Director of Community Services regarding Arena Ice Chiller update;

MOVED: Liz Welsh

SECONDED: Mary Jane Samela

**“THAT the Council of the Town of Petrolia, direct staff to proceed with the chiller replacement;  
AND THAT the Finance Department re-allocated the capital cost as outlined in this report”**

**Carried**

C - 09 – 06/16/2014

e)

**Administration**

- i) Report dated June 16, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk Building Permit Fees for Interior Fit permits at the CLFHT;

MOVED: Mary Jane Samela

SECONDED: Tim Brown

**“THAT the Council of the Town of Petrolia, approve the interior fit permit fee for the CLFHT building on Glenview Road be at a cost of \$1500.00 per permit”**

**Carried**

C - 10 – 06/16/2014

- ii) Report dated June 16, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Terms of Reference for the Municipal Beautification Advisory (MBA) Committee;

MOVED: Tim Brown

SECONDED: Helen Havlik

**“THAT the Council of the Town of Petrolia, receive and file this report”**

Carried

C - 11 – 06/16/2014

- iii) Report dated June 16, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Green Energy Act Compliance – 5 year plan;

MOVED: Tim Brown

SECONDED: Helen Havlik

**“THAT the Council of the Town of Petrolia, approve in principle the Energy Conservation and Demand Management Plan;  
AND THAT staff are authorized to file the plan with the MOE by July 1, 2014 once updated with 2012 data;  
AND THAT the plan be posted to the Town of Petrolia website;  
AND THAT Council direct staff to implement the Energy Conservation and Demand Management Plan, including;**

- The pursuit of the 2% annual energy reduction target; and
- Develop and submit for Council’s consideration during its regular capital project process, projects as outlined in the plan, utilizing consideration of the financial models set out in the plan”

Carried

C - 12 – 06/16/2014

- iv) Report dated June 16, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding signage application for 4237 Petrolia Line - Yemaya;

MOVED: Helen Havlik

SECONDED: Mary Jane Samela

**“THAT the Council of the Town of Petrolia, approve the sign permit for 4237 Petrolia Line subject to any compliances in the Planners report;  
AND THAT a fee of \$60.00 be paid to the Town of Petrolia”**

Carried

C - 13 – 06/16/2014

f)

**Performing Arts and Marketing**

- None

**12. CORRESPONDENCE – NO ACTION REQUIRED**

- a) Report from Union Gas;
- b) Minutes from the April 2014 Lambton Group Police Services Board;
- c) Thank you from the Honsenger Family;
- d) June 4, 2014 – County Council highlights;
- e) AMO Watch File – June 5, 2014;
- f) AMO Watch File – June 12, 2014;
- g) Correspondence from the Lifesaving Society;
- h) Correspondence from the Minister of Canadian Heritage and Official Languages;
- i) Correspondence from Union Gas – application with the Ontario Energy Board;

MOVED: Mary-Pat Gleeson

SECONDED: Helen Havlik

**“THAT the above correspondence items a) through i) , be received and filed”**



Discussion:

Item a)

- Councillor Gleeson: the Union Gas update, this is a great reference and well prepared document that was very informative;
- Mayor McCharles noted that a meeting took place with Union Gas, the utility itself is not rising, the demonstrated that they are conscious of their rates, the cold winter increased the amount. Union Gas has been good to work with both through the municipality and for the residents. It was great of them to take the time to meet with us and respond to our concerns.

**Carried**

C - 14 – 06/16/2014

**13. CORRESPONDENCE / ITEMS - MOTION REQUIRED**

- None.

**14. SECOND OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL**

**16. IN CAMERA SESSION**

**Sec 239(4) of *the Act***

- Property 2014-04
- Legal 2014-04

MOVED: Tim Brown

SECONDED: Joel Field

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

**Carried**

C - 15 – 06/16/2014

Council Moved In Camera at: 8:11 pm

Regular Council resumed at: 8:43 pm

**15. RISE AND REPORT**

- None

**16. CONSIDERATION OF BY-LAWS**

First and Second reading

- a) By-Law Number 30-2014 being a By-Law of the Corporation of the Town of Petrolia to adopt Terms and Reference for the Municipal Beautification Advisory (MBA) Committee;

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- b) By-Law Number 31-2014 being a By-Law of the Corporation of the Town of Petrolia to set the 2014 Tax Ratio and Provide for the Final Tax Levy;
- c) By-Law Number 32-2014 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 June 16,2014;

MOVED: Helen Havlik

SECONDED: Mary Jane Samela

**“THAT By-Law a) through c) be read a first and second time.”**

**Carried**

C - 16 – 06/16/2014

### Third and Final reading

MOVED: Joel Field

SECONDED: Tim Brown

**“THAT By-Law Number 30-2014 being a By-Law of the Corporation of the Town of Petrolia to adopt Terms and Reference for the Municipal Beautification Advisory (MBA) Committee be read a Third Time and Finally Passed.”;**

**Carried**

C - 17 – 06/16/2014

MOVED: Joel Field

SECONDED: Tim Brown

**“THAT By-Law Number 31-2014 being a By-Law of the Corporation of the Town of Petrolia to set the 2014 Tax Ratio and Provide for the Final Tax Levy be read a Third Time and Finally Passed.”;**

**Carried**

C - 18 – 06/16/2014

MOVED: Joel Field

SECONDED: Tim Brown

**“THAT By-Law Number 32-2014 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 June 16,2014 be read a Third Time and Finally Passed.”;**

**Carried**

C - 19 – 06/16/2014

## **17. ADJOURNMENT**

MOVED: Tim Brown

SECONDED: Joel Fielad

**“THAT the June 16, 2014 meeting of the Council of the Town of Petrolia be adjourned to the next regular scheduled meeting of Council to be held on Monday, July 14, 2014 or to the call of the Chair.”**

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**Carried**

C - 20 – 06/16/2014

The meeting adjourned 8:45 p.m.

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John McCharles  
Mayor

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Manny Baron  
CAO/Clerk