



CORPORATION OF THE TOWN OF PETROLIA

COUNCIL MINUTES

Tuesday, November 12, 2013
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
Mary-Jane Samela, Councillor
Liz Welsh, Councillor

Staff:

Manny Baron, CAO/Clerk
Joe Adams, Director of Operations
Dave Menzies, Director of Community Services
Mandi Pearson, Deputy Clerk/Operations Clerk
Richard Poore, Director of Performing Arts

Regrets:

Helen Havlik, Councillor
Rick Charlebois, Director of Corporate Services/Treasurer

3. INSPIRATIONAL MESSAGE

Councillor Welsh gave the inspirational message.

“A positive attitude may not solve all your problems, but it will annoy enough people to make it worth the effort” – Unknown

4. DECLARATION OF PECUNIARY INTEREST

- None declared at this time

5. ADOPTION OF AGENDA

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

“THAT the Agenda be approved as submitted, with item 12 f) i reflective to be a report on Website Accessibility”

Carried

C - 01 – 11/12/2013

6. RECOGNITIONS / AWARDS / ANNOUNCEMENTS

- Councillor Gleeson noted a couple of items: the LHIN will be conducting a Town Hall style meeting on November 26th, that will include a presentation on transportation followed by the regular meeting at 1:00 p.m. and on November 27th the Bluewater Health Board meeting will take place at Lambton Meadowview Villa at 6:00 p.m. Both of these meetings are open to the public and all are welcome to attend;
- Councillor Welsh noted that author Bob McCarthy will be at the Petrolia Library on November 21st at 11:00 a.m. to promote his book Case 666
- Heritage Committee will be hosting a meeting on November 13th at Town Hall, all are welcome to attend;
- Councillor Brown invited everyone to take part in the New Life Assembly 75th Anniversary celebrations taking place this coming weekend;
- VPP is in full swing and happy to report very strong Box Office sales including tickets for the 2014 season;
- The Petrolia Community Theatre's production of 'til Beth Do Us Part is in rehearsal;
- PA Day camp happening at the OHDCC on November 22nd;
- Compost Site will be closed for the season on November 30th, free mulch is still available;
- Coffee with the Mayor is Saturday, November 16th from 8-11am at the OHDCC;
- Flu shot clinics at the OHDCC on November 14th and 26th;
- Girls Night Out at the OHDCC is back by popular demand, on November 29th;
- 2 day glass jewelry workshop is happening at the OHDCC November 23rd and 30th;
- Town of Petrolia slogan submissions are coming in strong, deadline to submit your idea is January 1, 2014;
- Leaf Collection is currently happening, residents are reminded to place their leaves in clear plastic bags at the curb;
- Santa Clause Parade is getting close.....Who Know Who will make his way to Petrolia on December 7th at 2:00pm;

7. DELEGATIONS / FIRST OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- None at this time

8. CONSIDERATION OF MINUTES OF PREVIOUS MEETING(S)

- a) Regular meeting of the Town of Petrolia Council in open session dated Monday, October 28th, 2013

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the minutes of the Regular Meeting of the Town of Petrolia Council from Monday, October 28th, 2013 be approved as submitted.”

Carried

C - 02 – 11/12/2013

9. UNFINISHED BUSINESS

- None at this time

10. NEW BUSINESS

- None at this time

11. REPORTS – NO ACTION REQUIRED

- None Reported

12. REPORTS –MOTION REQUIRED (BY DEPARTMENT)

a) Finance

- i) Report dated November 12, 2013 from Rick Charlebois, Director of Corporate Services/Treasurer regarding taxation update for severance on 4236 Oil Heritage Road;

MOVED: Joel Field

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia, receive and file this report as presented.”

Carried

C - 03 – 11/12/2013

b) Water

- None at this time

i) Operations

- i) Report dated November 12, 2013 from Joe Adams, Director of Operations regarding Princess Street update;

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia, receive and file this report as presented.”

Carried

C - 04 – 11/12/2013

- ii) Report dated November 12, 2013 from Joe Adams, Director of Operations regarding Operations Department project update;

MOVED: Liz Welsh

SECONDED: Mary Jane Samela

“THAT the Council of the Town of Petrolia, receive and file this report as presented.”

Carried

C - 05 – 11/12/2013

- iii) Report dated November 12, 2013 from Joe Adams, Director of Operations regarding Florence/Egan/Kerby funding;

MOVED: Joel Field

SECONDED: Mary Jane Samela

WHEREAS the Council of the Town of Petrolia, support the funding grant application request for the Florence/Egan and Kerby Street infrastructure upgrade;

WHEREAS the information in the Expression of Interest is factually accurate;

WHEREAS the Town of Petrolia has a comprehensive asset management plan that include all of the information and analysis described in “Building Together: Guide for Municipal Asset Management Plans” in place or will have one in place by December 31, 2013;

WHEREAS the comprehensive asset management plan will be publically available, including online on the Town of Petrolia website by May 30, 2014;

WHEREAS the Florence/Egan/Kerby project applied for through the funding application, if funding received will be completed by December 31, 2015

BE IT RESOLVED THAT

The municipality of the Town of Petrolia supports the application for funding offered through the Ministry of Agriculture and Food & Ministry of Rural Affairs

Carried

C - 06 – 11/12/2013

- iv) Report dated November 12, 2013 from Joe Adams, Director of Operations regarding Tank Street Project projection;

MOVED: Tim Brown

SECONDED: Mary-Pat Gleeson

“THAT the Council of the Town of Petrolia, approve Staff proceeding to defer the current proposed 2013/2014 Tank Street Capital project to a 2015 project.”

Carried

C - 07 – 11/12/2013

d)

Community Services

- i) Report dated November 12, 2013 from Dave Menzies, Director of Community Services regarding Woodland Park Shelter;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia, direct the Finance Department to transfer from the Parks Reserve account (2790-0001) the amount of \$5000.00 to cover the remaining cost of the Woodland Park Shelter.”

Carried

C - 08 – 11/12/2013

- ii) Report dated November 12, 2013 from Dave Menzies, Director of Community Services regarding Kerr Café Extension;

Council Minutes – November 12, 2013

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia, authorize staff to execute an agreement with Helen’s Hideaway to operate the Kerr Café , located at the Farmers Market for a one year extension (May 2014 to October 2014).”

Carried

C - 09 – 11/12/2013

- iii) Report dated November 12, 2013 from Dave Menzies, Director of Community Services regarding launch of “We Play Here” smoke free signage;

MOVED: Tim Brown

SECONDED: Mary-Pat Gleeson

“THAT the Council of the Town of Petrolia, giver permission for staff to proceed with the media blitz to educate residents and users of parks and open spaces not to smoke in or near them when minors present.”

Carried

C - 10 – 11/12/2013

- iv) Report dated November 12, 2013 from Dave Menzies, Director of Community Services regarding Greenwood Park – Diamond 3 light standard;

MOVED: Mary Jane Samela

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia, approve Staff proceeding with the Work to the Diamond 3 light standard;
AND THAT park reserves be used to cover costs.”**

Carried

C - 11 – 11/12/2013

- v) Report dated November 12, 2013 from Dave Menzies, Director of Community Services regarding Greenwood Park – Diamond 2 lights standards;

MOVED: Mary Jane Samela

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia, directs staff to proceed with Wellington Builder/Goerts Electric to replace the Light Standards in Greenwood Park, Diamond Two (2)
AND THAT the costing be incorporated into the 2014 Capital Budget, through the diversion of Tank Street to a 2015 project.”**

Carried

C - 12 – 11/12/2013

- vi) Report dated November 12, 2013 from Dave Menzies, Director of Community Services regarding annual Santa Clause Parade;

MOVED: Mary-Pat Gleeson

SECONDED: Mary Jane Samela

“THAT the Council of the Town of Petrolia, grant the Community Services Department permission to hold the annual Santa Clause Parade on December 7, 2013 starting at 2:00 p.m.”

Carried

C - 13 – 11/12/2013

e)

Administration

- i) Report dated November 12, 2013 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Handicapped Permit Use clarification;

MOVED: Joel Field

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia, receive and file this report as presented.”

Carried

C - 14 – 11/12/2013

- ii) Report dated November 12, 2013 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Business Licence Application – 4165 Petrolia Line, Brooke Telecom;

MOVED: Liz Welsh

SECONDED: Joel Field

**“THAT the Council of the Town of Petrolia, approves the business licence application submitted by Jim Janssen to operate Brooke Telecom Cooperative Ltd at 4165 Petrolia Line in Petrolia;
AND THAT a business licence be issued.”**

Carried

C - 15 – 11/12/2013

f)

Performing Arts and Marketing

- i) Report dated November 12, 2013 from Laurissa Ellsworth, Manager of Town Marketing regarding Website Accessibility;

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia, approve the modifications to the Town websites to ensure accessibility standards under AODA are being met.”

Carried

C - 16 – 11/12/2013

13. CORRESPONDENCE – NO ACTION REQUIRED

- a) Minutes of the July 2013 Petrolia Heritage Committee;
- b) AMO update regarding Policy Progress Report for 2011-2013;
- c) Minutes of the October 2013 Community Services Committee meeting;
- d) County of Lambton News Release – Successful public forum on Great Lakes Water Levels;

Council Minutes – November 12, 2013

- e) Correspondence from the Ministry of Consumer Services – regarding One Call regulatory proposals;
- f) AMO communication dated October 28, 2013;
- g) AMCTO Municipal Election Express # 5;
- h) AMO Watch File dated November 7, 2013;
- i) Thank you from Ms. Lois Lovell;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

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

Carried

C - 17 – 11/12/2013

14. CORRESPONDENCE / ITEMS - MOTION REQUIRED

- a) Communication from CUPW – regarding possible change to the future of Canada Post;

MOVED: Joel Field

SECONDED: Mary-Pat Gleeson

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

Carried

C - 18 – 11/12/2013

15. SECOND OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- None at this time

16. IN CAMERA SESSION

Sec 239(4) of *the Act*

- 1 property and 2 legal matters
 - Property 2013-09
 - Legal 2013-02
 - Legal 2013-03

MOVED: Tim Brown

SECONDED: Joel Field

“That the Council of the Town of Petrolia break from the regular session of Council for an In Camera Session”

Carried

C - 19 – 11/12/2013

Council moved In Camera at 7:29 p.m.
Regular Council resumed at 8:03 p.m.

17. RISE AND REPORT

- Nothing at this time

18. CONSIDERATION OF BY-LAWS

First and Second reading

- a) By-Law Number 51-2013 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 November 12, 2013;

MOVED: Mary Jane Samela

SECONDED: Liz Welsh

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

Carried

C - 20 – 11/12/2013

Third and Final reading

MOVED: Joel Field

SECONDED: Tim Brown

“THAT By-Law Number 51-2013 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 November 12, 2013 be read a Third Time and Finally Passed.”;

Carried

C - 21 – 11/12/2013

19. ADJOURNMENT

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the November 12, 2013 meeting of the Council of the Town of Petrolia be adjourned to the next regular scheduled meeting of Council to be held on Monday, November 25, 2013 or to the call of the Chair.”

Carried

C - 22 – 11/12/2013

The meeting adjourned 8:06 p.m.

John McCharles
Mayor

Manny Baron
CAO/Clerk