



CORPORATION OF THE TOWN OF PETROLIA

COUNCIL MINUTES

Monday, June 2nd, 2014

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
Rick Charlebois, Director of Corporate Services/Treasurer
Dave Menzies, Director of Community Services
Mandi Pearson, Deputy Clerk/Operations Clerk
Richard Poore, Director of Performing Arts

Regrets:

Helen Havlik, Councillor

3. INSPIRATIONAL MESSAGE

Councillor Welsh gave the inspirational message.

“It is the mark of an educated mind to be able to entertain a thought without accepting it.”
– Aristotle

4. DECLARATION OF PECUNIARY INTEREST

- None at this time

5. ADOPTION OF AGENDA

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the Agenda be approved as submitted”

Carried

C - 01 – 06/02/2014

6. CONSIDERATION OF MINUTES OF PREVIOUS MEETING(S)

Council Minutes – June 2, 2014

- a) Review and Adoption of the Minutes of Regular Council held in open session dated Tuesday, May 20, 2014;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

“THAT the minutes of the Regular Meeting of the Town of Petrolia Council from Tuesday, May 20, 2014 be approved as submitted.”

Carried

C - 02 – 06/02/2014

7. RECOGNITIONS / AWARDS / ANNOUNCEMENTS

- Presentation from Mayor McCharles to Town Crier Les Whiting
 - Crier Whiting was presented with recognition form the Ontario Guild of Town Criers;
- Mayor McCharles on behalf of all Council and Town Staff passed condolences on to Councillor Welsh on the passing of her mother, thoughts and prayers were extended to her;
- Councillor Field
 - congratulations to the LCCVI Sr. Boys who recently won the LSSAA Rugby championship and are moving on to SWOSSA;
 - this weekend there were so many events happening in Town it was wonderful to see, I attended as many of these events as I could and it was great to see a sold out weekend at the VPP, many visitors received there BBQ lunch from Mayor, Council and Staff at the Market, Baconfest was very busy and the horse and buggy rides around town always looked full of people.....Thank you to Town staff, lots of hard work goes into making these events successful and bring many people into our great town.
- Councillor Welsh noted that she and her husband are billeting a cast member for a coming show at the VPP and this past weekend they were in Town. The response from them about the Town was incredible to see as we showed them around, they loved our town and were truly surprised with all that was being offered;
- June 7th is Pizzafest in Victoria Park from noon to 7pm;
- June 7th the OHDCC is hosting the Oil Slick Fitness Challenge’;
- June 8th is decoration day at Hillsdale Cemetery;
- June 8th the CEE Hospital Auxiliary will hold there Strawberry Social at the Farmers’ Market from noon to 3pm;
- June 15th the Lions Hall will host their annual Father’s Day breakfast at 8am;
- VPP: Church Basement Ladies closed to a great successful run, on next is Fiddler on the Loose II that opens June 10th, tickets are selling quickly it is recommended that if you wish to get a seat you call the box office soon;

8. DELEGATIONS / FIRST OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- None

9. UNFINISHED BUSINESS

- i) Report dated June 2, 2014 from Manny Baron, CAO/Clerk regarding Waste Management – proposed contract options;

MOVED: Liz Welsh

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia directs staff to sign a 5 year extension with Waste Management.”

Carried

C - 03 – 06/02/2014

10. NEW BUSINESS

- None at this time

11. REPORTS –MOTION REQUIRED (BY DEPARTMENT)

a) Finance

- i) Report dated June 2, 2014 from Rick Charlebois, Director of Corporate Services/Treasurer regarding YMCA Summer Work Student Exchange Program;

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

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

Carried

C - 04 – 06/02/2014

- ii) Report dated June 2, 2014 from Rick Charlebois, Director of Corporate Services/Treasurer regarding Computer Replacement at Victoria Hall;

MOVED: Mary Jane Samela

SECONDED: Tim Brown

**“THAT the Council of the Town of Petrolia approve up to \$16,000 to replace eight computers and the necessary software;
AND THAT the replacements be financed through the funds for unforeseen expenditures;
AND THAT starting in 2015 staff institute a computer replacement program”**

Discussion:

Councillor Field noted that having a computer replacement program in place is a very valid idea.

Carried

C - 05 – 06/02/2014

b) Water

- None at this time

c)

Operations

- i) Report dated June 2, 2014 from Joe Adams, Director of Operations regarding Court of Revision hearings with Enniskillen Township for Tile Yard Line;

MOVED: Tim Brown

SECONDED: Liz Welsh

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

Discussion:

Councillor Gleeson: Councillor Brown, were you able to attend the scheduled meeting?

Councillor Brown: Yes, I did attend. Tile Yard has been on the books for some time for upgrading, to bring the project up to code the drainage will be effected. The meeting did not go forward as the Engineer did not attend; it has been re-scheduled to be heard tomorrow night. I did notice that there were many residents that had concern and were at the meeting, their views will be heard tomorrow night.

Mayor McCharles: We as a Council did receive a letter of concern from one of the Petrolia residents affected Mr. Johnathan Hart, his concern is valid and we should address that;

Mr. Adams: Mr. Hart was in to speak with Staff and we did explain the process to him and listened to his concerns. He is absolutely welcome to appeal his assessment, as per the notice he received he would do so in writing with the Clerk of Enniskillen Township, 10 days in advance of the meeting. It is possible that Enniskillen may receive the concern the night of the meeting, he would have to inquire with the Clerk of Enniskillen Township to find that out.

Mayor McCharles: Did the Town receive any assessment that we are to pay a portion of the project?

Mr. Adams: Yes, approx.. \$37,000.00 is at a cost to the Town for the road allowance portion.

Mayor McCharles: Mr. Hart seems concerned that he is to pay a cost of an Enniskillen drain project while he is a ratepayer for Petrolia's property taxes.

Mr. Adams: With Mr. Hart's property he does share frontage with this municipal drain that is being worked on, because it is a municipal drain he is accessed under *the Drainage Act* and he is responsible for that footage calculation. If this were a storm drain project in Town and the Town opted not cover the cost to construct it, under *the Municipal Act* a Local Improvement Fee would be calculated and attached to each of the properties involved in the project through a direct fee on their property tax billing.

Councillor Gleeson: Has there been a precedence set for these kind of projects in Town, has there been an example from the past?

Mrs. Pearson: Yes, approx.. 3 years ago residents along Discovery Line were affected by an Enniskillen Township project where Municipal Drains were involved, these residents went through the same process and were responsible to pay the assessment at their cost.

Mr. Adams: the drains when Municipal vs. Storm are very different, the difference between the Municipal Drain and the Storm Drain comes primarily in the design is which accounts for the difference of cost. A Municipal Drain is rated in rate of removal every 24 hours (ie: a 1 inch rate of removal is a high ratio for a Municipal Drain), the Storm Drain is designed with a rate of removal based upon an average 5,10 or 20 year storm design so therefore the pipe here is much larger and the cost is usually 2/3rds more than with a Municipal Drain.

These 9 Petrolia residents affected, there surface water does drain into the outlet for this Enniskillen drain, so they are receiving a benefit from this Municipal Drain.

Mayor McCharles: The long and the short is that there really isn't an alternative option. Either the resident pays for their assessment or the Town pays for their assessment, but either way the assessed value of the project is to be paid.

Mr. Adams: Correct, the only other possible route is if Council directs staff to pursue quashing of the drain through application to the Drainage Tribunal.

Council Minutes – June 2, 2014

With this route the Town would have to contact our own Engineer and seek Legal consult with a Drainage Lawyer.

Mayor McCharles: Council could consider that the Town of Petrolia pick up the full value of the assessment, both the Town's portion and the portion the 9 affected residents have been assessed, and pay this as a general levy expense of approx. the residents cost of \$19,000.00 plus Town road portion of approx. \$ 37,000.00 for a total general levy expense of \$56,000.00 plus the cost for utilities.

After tomorrow night's meeting at Enniskillen Township and the outcome from that has been relayed back to Council, possibly Council to consider the option of cover the expense portion allocated to the Petrolia Ratepayers affected.

Mayor McCharles: Could it have been possible for Enniskillen Township to provide the Town with the total assessment, for all town properties involved then the Town could have decided what the assessment for each Petrolia Property affected would be?

Mr. Adams: No, unfortunately not because it is under *the Drainage Act*, the process was followed by Enniskillen, the only other option *the Drainage act* would enable was a block assessment to the Town.

Councillor Brown: We do realize the concern the affected residents have as they due pay their taxes for drainage and also now need to pay Enniskillen for a drainage project.

Councillor Gleeson: Possibly staff could look at what other municipalities do in a similar situation.

Carried

C - 06 – 06/02/2014

d)

Community Services

- i) Report dated June 2, 2014 from Dave Menzies, Director of Community Services regarding Special Event Permit – TD Canada Trust;

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia approve t he special events permit for TD Canada Trust to hold a Community Fundraising BBQ in the north-east corner of Victoria Park on Thursday June 26, 2014 from 9am to 3pm.”

Carried

C - 07– 06/02/2014

- ii) Report dated June 2, 2014 from Dave Menzies, Director of Community Services regarding Special Event Permit – Petrolia Discovery Car Show;

MOVED: Mary-Pat Gleeson

SECONDED: Mary Jane Samela

“THAT the Council of the Town of Petrolia approve the Petrolia Discovery Foundation holding their annual Classic Car Show on Sunday, June 15 from 8:00 am to 4:00pm in Bridgeview Park South.”

Carried

C - 08 – 06/02/2014

- iii) Report dated June 2, 2014 from Dave Menzies, Director of Community Services regarding Special Event Permit – LCDS Historical Horse & Buggy Rides;

Council Minutes – June 2, 2014

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia approve the special event permit from LCDS for “Historical Horse & Buggy Rides” on June 21, 2014;
AND THAT all emergency service providers be informed by LCDS of this event.”**

Carried

C - 09 – 06/02/2014

- iv) Report dated June 2, 2014 from Dave Menzies, Director of Community Services regarding Surplus Equipment;

MOVED: Liz Welsh

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia approves the sale of surplus equipment.”

Carried

C - 10 – 06/02/2014

e)

Administration

- ii) Report dated June 2, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding request for Business Licence extension – 4196 Petrolia Line, Ms. Helen Haywood;

MOVED: Liz Welsh

SECONDED: Mary-Pat Gleeson

“THAT the Council of the Town of Petrolia approves the request from Helen Haywood to extend her current business licence at 4196 Petrolia Line to include operation of Haywood’s Tap and Grill and Haywoods Consignment Shop.”

Carried

C - 11 – 06/02/2014

- iii) Report dated June 2, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding application for signage permit Haywood’s Tap & Grill – 4196 Petrolia Line;

MOVED: Liz Welsh

SECONDED: Tim Brown

**“THAT the Council of the Town of Petrolia , table this application to June 16th,
AND THAT more detail be provided by Ms. Haywood to staff.”**

Carried

C - 12 – 06/02/2014

f)

Performing Arts and Marketing

- i) Report dated June 2, 2014 from Richard Poore, Director of Performing Arts regarding Ontario Contact - Proposal;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia support in writing the proposal to host and partner with Ontario Contact 2016 in Petrolia,
AND THAT the Director of Performing Arts proceed in a submission of a detailed proposal to host Ontario Contact 2016,
AND THAT the Town of Petrolia agree to support the conference both in-kind and financially .”**

Discussion:

Councillor Gleeson: what a great initiative, count me in if any help is needed.

Councillor Welsh: If you are seeking volunteers to help with a committee I'd be pleased to sit on that.

Carried

C - 13 – 06/02/2014

12. CORRESPONDENCE – NO ACTION REQUIRED

- a) AMO Provincial Election update;
- b) County of Lambton news release;
- c) AMO Watch File – May 22, 2014;
- d) News Release – dead bird surveillance;
- e) AMO Communication – Blue Box Arbitration update;
- f) Western Sarnia-Lambton Research Park – news release;
- g) Warden's Award May Citizen of the Month;
- h) AMO Watch File – May 29, 2014;
- i) AMO provincial election update;
- j) Thank you from Julie Bullock and family;

MOVED: Liz Welsh

SECONDED: Mary Jane Samela

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

Discussion:

- None

Carried

C - 14 – 06/02/2014

13. CORRESPONDENCE / ITEMS - MOTION REQUIRED

- None.

14. SECOND OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

Mr. Norm Sutherland of Egan Ave

- Has approached Council this evening to let them and Town residents know about a great group called the Petrolia Toast Masters Club
- Currently there are 10 members of this group to become chartered they do need to have 20 members so we are actively seeking new members
- We invite everyone to be our guest and see what it is all about, meetings are every Wednesday morning at 7:30 at the OHDCC.
- Cost of membership is a onetime fee of \$136.00 and then a minimal annual due.

16. IN CAMERA SESSION

Sec 239(4) of *the Act*

- None

15. RISE AND REPORT

- None

16. CONSIDERATION OF BY-LAWS

First and Second reading

- a) By-Law Number 28-2014 being a By-Law of the Corporation of the Town of Petrolia to provide Advance Voting for the Municipal Election to be held prior to voting day;
- b) By-Law Number 29-2014 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 2,2014;

MOVED: Liz Welsh

SECONDED: Mary Jane Samela

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

Carried

C - 15 – 06/02/2014

Third and Final reading

MOVED: Tim Brown

SECONDED: Joel Field

- a) **“THAT By-Law Number 28-2014 being a By-Law of the Corporation of the Town of Petrolia to provide Advance Voting for the Municipal Election to be held prior to voting day be read a Third Time and Finally Passed.”;**

Carried

C - 16 – 06/02/2014

MOVED: Tim Brown

SECONDED: Joel Field

“THAT By-Law Number 29-2014 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 2,2014 be read a Third Time and Finally Passed.”;

Carried

C - 17 – 06/02/2014

Council Minutes – June 2, 2014

17. ADJOURNMENT

MOVED: Liz Welsh

SECONDED: Tim Brown

“THAT the June 2, 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, June 16, 2014 or to the call of the Chair.”

Carried

C - 18 – 06/02/2014

The meeting adjourned 7:46 p.m.

John McCharles
Mayor

Manny Baron
CAO/Clerk