



CORPORATION OF THE TOWN OF PETROLIA

COUNCIL MINUTES

Monday, November 25, 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
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
Mary-Jane Samela, Councillor

3. INSPIRATIONAL MESSAGE

Councillor Gleeson gave the inspirational message.

"We may have all come on different ships, but we're in the same boat now" – Martin Luther King Jr.

4. DECLARATION OF PECUNIARY INTEREST

- None declared at this time

5. ADOPTION OF AGENDA

MOVED: Liz Welsh

SECONDED: Tim Brown

"THAT the Agenda be approved as submitted"

Carried

C - 01 – 11/25/2013

6. RECOGNITIONS / AWARDS / ANNOUNCEMENTS

- Councillor Gleeson: the LHIN will be conducting a Town Hall style meeting on November 26th, that will include a presentation on transportation followed by the

Council Minutes – November 25, 2013

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 members of the community are encouraged to attend;

- County Council will take place on Wednesday, November 27th at 1:00 pm at the County Building, public are welcome to attend;
- The December edition of the Petrolia Connection will be out this week, lots of great information on events and what's happening in Town;
- Christmas in the Park is December 6th followed by the Santa Clause Parade on December 7th ;
- New Years Levee will be on January 1st at Victoria Hall from 1-4 pm;
- Leaf Pick Up is still happening and will conclude on December 15th;
- Christmas for Everyone will take place Tuesday, December 3rd from 11 am – 1:30 pm at the Petrolia Legion;
- Petrolia Lions Meat Bingo on December 10th at 6:00 pm;
- Christmas is in full swing at the VPP on stage in the coming weeks will be Starbright Christmas, Handels Messiah, VPP Country Jamboree, LCCVI Concert Band and the Lambton Concert Band;

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, November 12th, 2013

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

“THAT the minutes of the Regular Meeting of the Town of Petrolia Council from Tuesday, November 12th, 2013 be approved as submitted.”

Carried

C - 02 – 11/25/2013

9. UNFINISHED BUSINESS

- None at this time

10. NEW BUSINESS

Councillor Field wanted to note that on the weekend he was made aware of a Door to Door sales person promoting himself has an official to inspect furnaces, he was a very smooth talking salesman who did convince an elderly resident to purchase what he was selling. By-Law Enforcement and OPP attended and the salesman was dealt with, and the company voided the elderly resident's contract.

It should be re-emphasized that Door to Door sales are prohibited by By-Law in the Town of Petrolia. Residents should be aware of these sales people and report to the OPP and By-Law Enforcement should they encounter such sales people.

Note: Door to Door Sales are permitted for non-profit or charity organizations conducting fundraising

A notice will be placed in the next edition of the Petrolia Connection

11. REPORTS – NO ACTION REQUIRED

- None Reported

12. REPORTS –MOTION REQUIRED (BY DEPARTMENT)

a) Finance

- i) Report dated November 25, 2013 from Rick Charlebois, Director of Corporate Services/Treasurer regarding Town IT Support provided by the County of Lambton;

MOVED: Joel Field

SECONDED: Tim Brown

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

Carried

C - 03 – 11/25/2013

- ii) Report dated November 25, 2013 from Rick Charlebois, Director of Corporate Services/Treasurer regarding 2014 OMPF Funding allocation;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

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

Carried

C - 04 – 11/25/2013

- iii) Report dated November 25, 2013 from Rick Charlebois, Director of Corporate Services/Treasurer regarding 2014 St.Clair Conservation budget proposal;

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia, approve Petrolia’s 2014 contribution to the St. Clair Region Conservation Authority in the amount of \$17,901.00.”

Carried

C - 05 – 11/25/2013

- iv) Report dated November 25, 2013 from Rick Charlebois, Director of Corporate Services/Treasurer regarding new OPP Costing Model;

MOVED: Joel Field

SECONDED: Mary-Pat Gleeson

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

Carried

C - 06 – 11/25/2013

b) Water

- None at this time

i) **Operations**

- i) Report dated November 25, 2013 from Joe Adams, Director of Operations regarding Princess Street update;

MOVED: Tim Brown

SECONDED: Liz Welsh

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

Carried

C - 07 – 11/25/2013

d)

Community Services

- i) Report dated November 25, 2013 from Dave Menzies, Director of Community Services regarding Town Entrance Sign at Hwy 21;

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia, approves this final proposal for the Twon’s Entrance Sign project ;

AND THAT staff are directed to proceed with the necessary papwerwork;

AND THAT the required deposit is provided to Pride Signs.”

Carried

C - 08 – 11/25/2013

- ii) Report dated November 25, 2013 from Dave Menzies, Director of Community Services regarding Official Town Flower;

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

“WHEREAS, Petrolia is a town full of rich oil history;

WHEREAS, the towns forefathers’ opened and operated the first oil refinery’s;

WHEREAS, a White Rose was a symbol associated with Petrolia and the oil industry;

WHEREAS, The Petrolia in Bloom and Petrolia Heritage Committee pledge to honor the white rose;

WHEREAS, a white rose will serve as a reminder to the residents of Petrolia of our history;

WHEREAS, the Pascali Rose serves as the best example of a white rose;

NOW THEREFORE BE IT RESOLVED that I, John McCharles Mayor of the Town of Petrolia, do hereby proclaim that the Pascali Rose will be the official flower of the Town of Petrolia and hereby be known as the Pascali Petrolia Rose.”

Carried

C - 09 – 11/25/2013

e)

Administration

- i) Report dated November 25, 2013 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding 2014 Election – notice of election;

MOVED: Tim Brown

SECONDED: Liz Welsh

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

Carried

C - 10 – 11/25/2013

- ii) Report dated November 25, 2013 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Signage Application – 4165 Petrolia Line, Brooke Telecom;

MOVED: Joel Field

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia, approve the signage application for 4165 Petrolia Line – Brooke Telecom
AND THAT prior to installation of any lighting, this lighting be approved by the Town of Petrolia.”**

Carried

C - 11 – 11/25/2013

f)

Performing Arts and Marketing

- i) Report dated November 25, 2013 from Laurissa Ellsworth, Manager of Town Marketing regarding update on OHDCC Website;

MOVED: Tim Brown

SECONDED: Liz Welsh

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

Carried

C - 12 – 11/25/2013

- ii) Report dated November 25, 2013 from Richard Poore, Director of Performing Arts regarding Membership to Foundation search;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia, give staff authorization to subscribe to the Metasoft Systems Inc Foundation Search for a Five Year term.”

Councillor Welsh wondered if the County had access to this service that the Town could as well access?

Mr. Poore indicated that it is a user specific license but he would look into the possibility.

Carried

C - 13 – 11/25/2013

13. CORRESPONDENCE – NO ACTION REQUIRED

- a) AMO communication dated November 12, 2013;
- b) News Release from the County of Lambton – 211 during emergencies;
- c) AMO Watch File dated November 14, 2013;
- d) County of Lambton News Release – Christmas in the Villa;
- e) Information from the Learning Disability Association of Lambton County;
- f) Correspondence from Save VIA committee;
- g) Thank you from Joyce Finlayson;
- h) Plumbing Permits for the Month of October;
- i) Invitation from Ministry of Citizenship and Immigration, 2014 Volunteer Service Awards;

Item F:

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

“THAT a letter of support be sent to the Save VIA Committee”

Carried

C - 14 – 11/25/2013

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

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

Carried

C - 15 – 11/25/2013

14. CORRESPONDENCE / ITEMS - MOTION REQUIRED

- None at this time

15. SECOND OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- None at this time

16. IN CAMERA SESSION

Sec 239(4) of *the Act*

- 1 personal
- 3 property
- 2 legal

MOVED: Tim Brown

SECONDED: Liz Welsh

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

Carried

C - 16 – 11/25/2013

Council moved In Camera at 7:37 p.m.
Regular Council resumed at 9:58 p.m.

17. RISE AND REPORT

MOVED: Joel Field

SECONDED: Tim Brown

“That the Council of the Town of Petrolia, accept Legal 2013-04 as presented”

Carried
C - 17 – 11/25/2013

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“That the Council of the Town of Petrolia, accept Property 2013-11 as presented”

Carried
C - 18– 11/25/2013

18. CONSIDERATION OF BY-LAWS

First and Second reading

- a) By-Law Number 52-2013 being a By-Law of the Corporation of the Town of Petrolia to extend a contract for service agreement between Helen`s Hideaway and the Corporation of the Town of Petrolia for Operation of the Kerr Café;
- b) By-Law Number 53-2013 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 25, 2013;

MOVED: Joel Field

SECONDED: Tim Brown

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

Carried
C - 19– 11/25/2013

Third and Final reading

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

“THAT By-Law Number 52-2013 being a By-Law of the Corporation of the Town of Petrolia to extend a contract for service agreement between Helen`s Hideaway and the Corporation of the Town of Petrolia for Operation of the Kerr Café be read a Third Time and Finally Passed.”;

Carried
C - 20 – 11/25/2013

MOVED: Mary-Pat Gleeson

SECONDED: Liz Welsh

“THAT By-Law Number 53-2013 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 25, 2013 be read a Third Time and Finally Passed.”;

Carried

C - 21– 11/25/2013

19. ADJOURNMENT

MOVED: Tim Brown

SECONDED: Joel Field

“THAT the November 25, 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, December 9, 2013 or to the call of the Chair.”

Carried

C - 22– 11/25/2013

The meeting adjourned 10:00 p.m.

John McCharles
Mayor

Manny Baron
CAO/Clerk