



CORPORATION OF THE TOWN OF PETROLIA

COUNCIL MINUTES

Monday, September 15, 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
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
Dave Menzies, Director of Community Services
Mandi Pearson, Deputy Clerk/Operations Clerk
Richard Poore, Director of Performing Arts

Regrets:

3. INSPIRATIONAL MESSAGE

Councillor Samela gave the inspirational message.

“What lies behind us and what lies before us, are tiny matters compared to what lies within us – Ralph Waldo Emerson

4. DECLARATION OF PECUNIARY INTEREST

- None at this time

5. ADOPTION OF AGENDA

MOVED: Mary Jane Samela

SECONDED: Tim Brown

“THAT the Agenda be approved as submitted”

Carried

C - 01 – 09/15/2014

6. CONSIDERATION OF MINUTES OF PREVIOUS MEETING(S)

- a) Review and Adoption of the Minutes of Regular Council held in open session dated Tuesday, September 2, 2014 and Council Education Session held Monday, September 8, 2014;

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

“THAT the minutes of the Regular Meeting of the Town of Petrolia Council from Tuesday, September 2, 2014 and Council Education Session held Monday, September 8, 2014 be approved as submitted.”

Carried

C - 02 – 09/15/2014

7. RECOGNITIONS / AWARDS / ANNOUNCEMENTS

- Councillor Gleeson noted:
 - September 24th at 6:00pm there is a safe talk training session for suicide awareness being held at the Community Centre, all are encouraged to attend;
 - Movies are returning to Victoria Hall!, beginning October 3rd and will run through to December, there are a great selection of Children’s and films for mature audiences;
 - Congratulations to all involved with the Hillsdale Cemetery Tour, was very successful.
- September 20th – the Fireman will host their annual Fish Fry;
- September 21st – Lawnmower races;
- September 22nd – Lions in conjunction with CNIB will conduct a voluntary toll road on Petrolia Line at Centre Street;
- September 22nd – Christ Church will host a fashion show;
- September 22nd – Blood Donor Clinic at New Life Assembly;
- September 25th – Senior Fair at the OHDCC;
- September 26th – Shop Like Charlotte will take place to a sold out response;
- Tickets to the World under 17 hockey game of Canada vs Sweden at Greenwood Arena on October 31st will go on sale September 16th, with a portion of proceeds sold through Petrolia ticket sales going back to PMHA;
- VPP: Broadway heroes is the final show of the 2014 Season and as of tonight only 42 tickets remain for sale!
- County Council is open to the public and all are welcome to attend;

8. DELEGATIONS / FIRST OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- none

9. UNFINISHED BUSINESS

- None at this time

10. NEW BUSINESS

- None at this time

11. REPORTS –MOTION REQUIRED (BY DEPARTMENT)

a) Finance

- i) Report dated September 15, 2014 from Rick Charlebois, Director of Corporate Services/Treasurer regarding Petrolia 2013 FIR/MPMP;

MOVED: Liz Welsh

SECONDED: Mary Jane Samela

“THAT the Council of the Town of Petrolia receive and file the above report as distributed.”

Carried

C - 03 – 09/15/2014

- ii) Report dated September 15, 2014 from Rick Charlebois, Director of Corporate Services/Treasurer regarding a change to the Parking Ticket Process;

MOVED: Mary Jane Samela

SECONDED: Helen Havlik

“THAT the Council of the Town of Petrolia receive and file the above report as distributed.”

Carried

C - 04 – 09/15/2014

- iii) Report dated September 15, 2014 from Rick Charlebois, Director of Corporate Services/Treasurer regarding Town Debt Analysis;

MOVED: Mary-Pat Gleeson

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia receive and file the above report as distributed.”

Carried

C - 05 – 09/15/2014

b) Water

- None

c) Operations

- None

d) Community Services

- None
-

e) Administration

- i) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Shoreline Express Site Plan Agreement;

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MOVED: Helen Havlik

SECONDED: Liz Welsh

“THAT the Council of the Town of Petrolia receive and file the above report as distributed.”

Carried

C - 06 – 09/15/2014

- ii) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk Business Licence application – Sylvain Learning Centre;

MOVED: Mary Jane Samela

SECONDED: Helen Havlik

**“THAT the Council of the Town of Petrolia approves the business licence application submitted by Susan Mitchell to operate Sylvain Learning Centre at the Kerr Building be approved;
AND THAT a business licence be issued.”**

Carried

C - 07 – 09/15/2014

- iii) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Signage Application – Guild Chocolates;

MOVED: Tim Brown

SECONDED: Mary-Pat Gleeson

**“THAT the Council of the Town of Petrolia approves the sign permit application for a wall sign at the front of 4180 Petrolia Line – Guild Chocolates;
AND THAT a fee of \$60.00 be paid to the Town of Petrolia”**

Carried

C - 08 – 09/15/2014

- iv) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Business Licence Application – Last Course Café;

MOVED: Mary Jane Samela

SECONDED: Liz Welsh

**“THAT the Council of the Town of Petrolia approves the business licence application submitted by Christine Heffer to operate the Last Course Café at 4211 Petrolia Line be approved;
AND THAT a business licence be issued subject to obtaining a building inspection;
AND THAT compliance to the Fire Department requested action be completed.”**

Carried

C - 09 – 09/15/2014

- v) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Signage Application – Last Course Café;

MOVED: Mary-Pat Gleeson

SECONDED: Tim Brown

“THAT the Council of the Town of Petrolia approve the sign permit application for a window sign at the front of 4211 Petrolia Line ;
AND THAT the Council of the Town of Petrolia approve the sign permit application for a wall sign at the rear of wall at 4211 Petrolia Line;
AND THAT the Council of the Town of Petrolia approve the sign permit application for a sandwich board sign at 4211 Petrolia Line, this sign to only be displayed during business hours;
AND THAT all signage erected is subject to compliance in the Planners report including submission of proof of public liability insurance for the sandwich board sign;
AND THAT a fee of \$60.00 be paid to the Town of Petrolia, as only the sandwich board sign is not a replacement”

Carried

C - 10 – 09/15/2014

- vi) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding Business Licence application for Keri’s Kleaning;

MOVED: Tim Brown

SECONDED: Mary-Pat Gleeson

“THAT the Council of the Town of Petrolia approves the business licence application submitted by Keri Sharp to operate Keri’s Kleaning be approved;
AND THAT a business licence be issued.”

Carried

C - 11 – 09/15/2014

- vii) Report dated September 15, 2014 from Mandi Pearson, Deputy Clerk/Operations Clerk regarding London Health Sciences Foundation – Dream Home Lottery;

MOVED: Mary Jane Samela

SECONDED: Joel Field

“THAT the Council of the Town of Petrolia, approve the London Health Sciences Foundation – Dream Home Lottery tickets to be sold in Petrolia, subject to the submission of the approved Lottery Licence from the AGCO;
AND THAT sale of the Dream Home Tickets are subject to all AGCO rules and regulations”

Carried

C - 12 – 09/15/2014

f) **Performing Arts & Marketing**

- None

12. CORRESPONDENCE – NO ACTION REQUIRED

- a) AMO Policy update – Renewed Provincial Poverty Reduction Strategy;
- b) County of Lambton News Release – Coronation Day Nursery;
- c) County of Lambton News Release – Council Highlights;
- d) County of Lambton News Release – Creative County Funding applicants;
- e) Ontario Lung Association – Lung Month;

- f) Thank you from the Central Lambton Family Health Team;
- g) AMO Watch File dated September 11, 2014;
- h) Correspondence from CUPE – Child Care Worker and Early Childhood Educator Appreciation Day;
- i) Correspondence from Recycling Council of Ontario – Waste Reduction Week;

MOVED: Mary-Pat Gleeson

SECONDED: Helen Havlik

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

Discussion:

none

Carried

C – 13 – 09/15/2014

13. CORRESPONDENCE / ITEMS - MOTION REQUIRED

- None

14. SECOND OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

- None

15. IN CAMERA SESSION

Sec 239(4) of *the Act*

- Personal 2014-10

MOVED: Mary-Pat Gleeson

SECONDED: Helen Havlik

“THAT the Council of the Town of Petrolia move to an In Camera Session”

Carried

C – 14 – 09/15/2014

Council Moved In Camera at 7:18pm

Regular Council resumed at 7:50 pm

16. RISE AND REPORT

Mayor McCharles rose that at this time there is no business to report from the In Camera Session

17. CONSIDERATION OF BY-LAWS

First and Second reading

- a) By-Law Number 50-2014 being a By-Law of the Corporation of the Town of Petrolia to designate 4130 Glenview Road as a Municipal Capital Facility;

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- b) By-Law Number 51-2014 being a By-Law of the Corporation of the Town of Petrolia to authorize the execution of a Site Plan Agreement between Shoreline Express Courier Inc and the Town of Petrolia on VanderWal Drive;
- c) By-Law Number 52-2014 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 September 15 ,2014;

MOVED: Tim Brown

SECONDED: Joel Field

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

Carried

C – 15 – 09/15/2014

Third and Final reading

MOVED: Mary Jane Samela

SECONDED: Helen Havlik

“THAT By-Law Number 50-2014 being a By-Law of the Corporation of the Town of Petrolia to designate 4130 Glenview Road as a Municipal Capital Facility be read a Third Time and Finally Passed.”;

Carried

C – 16 – 09/15/2014

MOVED: Mary Jane Samela

SECONDED: Helen Havlik

“THAT By-Law Number 51-2014 being a By-Law of the Corporation of the Town of Petrolia to authorize the execution of a Site Plan Agreement between Shoreline Express Courier Inc and the Town of Petrolia on VanderWal Drive be read a Third Time and Finally Passed.”;

Carried

C – 17 – 09/15/2014

MOVED: Mary Jane Samela

SECONDED: Helen Havlik

“THAT By-Law Number 52-2014 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 September 15 , 2014 be read a Third Time and Finally Passed.”;

Carried

C – 18 – 09/15/2014

17. ADJOURNMENT

MOVED: Tim Brown

SECONDED: Helen Havlik

“THAT the September 15, 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, October 6th, 2014 or to the call of the Chair.”

Carried

C – 19 – 09/15/2014

The meeting adjourned 7:53 p.m.

John McCharles
Mayor

Manny Baron
CAO/Clerk