

## OIL HERITAGE CONSERVATION DISTRICT STEERING COMMITTEE MINUTES

August 4, 2009, 2:00 pm  
Oil Museum of Canada

Present: Robert Tremain (Chair), Charles Fairbank, Robert Cochrane, Christine Poland, Connie Bell, Ruth Kernohan, Duncan McTavish, Gordon Perry, April James, Terrie Dewsbury, Dawn Marie Gates, Betty Lou Snetselaar, John Dickson.

Regrets: Martin Dillon, Mary-Pat Gleeson, Dave Posliff, Charles Fisher, Lonnie Barnes.

Also present: Meaghan Nelligan, Oil Museum, Christopher Andreae and Lashia Jones, Golder Associates, Wendy Shearer and Harry Shnider, MHBC Planning, and Peter Stewart, George Robb Architect.

NOTE: Action items are shown in **bold** type.

Robert T. called the meeting to order at 2:05 pm, and welcomed those in attendance.

1. Previous Minutes

The June 16, 2009 minutes were reviewed. No errors or omissions were noted.

2. Review of Action Items from June 16, 2009 minutes:

Discussion took place regarding the Power Point presentation that the committee viewed at June 16, 2009 meeting and it was determined that, due to holidays, it has not been put on the website. It is unsure if it will be able to due to the size of the file.

3. Study Update

W. Shearer apologized for not circulating the draft report to the members prior to the meeting. She reported that P. Stewart had completed the Feasibility Study for the Town of Petrolia and then circulated copies. She stated that three items have been completed: the story, draft guidelines and the resource inventory on the Fairbank properties, which was done by C. Andreae.

C. Andreae explained the process behind the resource inventory report for the Fairbank properties. He stated that the Fairbank well map 2002 was used as a basis. Each oil field has a separate binder and map. He showed pictures of and described each site mentioned in the report. He explained the identification process that was used in the pictures, which consisted of a name and letter or number for each well or structure, a picture and, for the powerhouse interior, pictures were also taken. For the powerhouse the connections leading inside were also documented.

He stated the Jerker Line system is powered through the powerhouses and progressed to field motors. He didn't specifically document the types of different jerker line systems. He indicated that there is a great variety of pump jacks existing. He said that there are a large number of tanks - above ground, underground and receiver tanks. He didn't inventory moveable objects but did include one tank. He stated that he wanted to finish the inventory on the Fairbank property before approaching the other oil producers to see if there was an interest in having their property inventoried. He distributed copies of the Fairbank property inventory report. B. Snetselaar asked if this report would be published but C. Andreae doesn't feel that there would be enough public interest due to the repetitive content. W. Shearer suggested a condensation of the information, possibly in brochure format, as this is a wealth of information. R. Tremain suggested that the information could be inserted into the driving tour literature.

W. Shearer circulated the Guidelines for Managing Change draft report and explained that the purpose of it is to offer guidance to property owners, municipalities and other bodies. P. Stewart showed a report, produced by Robert Shipley, University of Waterloo, that has been issued regarding Part 4 Designated Areas (Heritage Conservation Districts) and the success of heritage planning initiatives. He stated that he will forward the link to R. Tremain. ([www.fes.uwaterloo.ca/research/hrc](http://www.fes.uwaterloo.ca/research/hrc)) He then highlighted five main achievements acknowledged in the report:

- Achievement of goals
- Satisfaction of living in the district
- Consistent increase of real estate values
- District guidelines enforcement
- Clearer goals

**It was felt by the members that this study should be posted on the website.**

Committee took five minutes to review the draft report from W. Shearer and then she called for feedback.

R. Tremain commented that this draft report should be posted on the website. D. McTavish stated that contact with the Town of Petrolia representative, which is M. Gleeson, should be made before posting it for public viewing. G. Perry suggested that it be sent to either the Town of Petrolia council or Petrolia Heritage Committee in order they can review it. **C. Fairbank stated that M. Gleeson should be given the document and ask her to take it for review and then she can report back to the committee in regards to posting it on the website. He will deliver a copy to M. Gleeson.**

W. Shearer stated that this area is a special place and should be treated as such. The report is intended to encourage the on-going operations of the oil industry and to allow necessary changes in terms of repair, equipment and practices that will support the oil industry operations. She feels that success of the project will rely on the partnership between oil field operators and the municipalities.

R. Tremain stated that the guidelines are fairly general and asked if there was a list of specific examples to be drawn up or if it is even needed. W. Shearer feels this will not replace the checklist discussed at the last meeting. This should still be done as the guidelines just set the tone. There are three areas to be examined - continuing oil fields, alterations to support the oil fields and alterations for new buildings in the oil fields.

The makeup of the Sub-Committee was discussed and P. Stewart reiterated it from the June 16, 2009 minutes. C. Fairbank stated that it doesn't appear to contain any members that have direct knowledge. W. Shearer asked for suggestions and C. Fairbank replied he feels it should be done at the County level in order to ensure a competent knowledge in order to make decisions on applications. He feels the oil producers do not want to tell each other what they can and can't do. C. Andreae asked if the application could go directly to the county or council and they, in turn, could ask the sub-committee to comment. C. Poland asked how long it takes to get a building permit. Discussion took place regarding who has the specialized knowledge need to review the applications.

W. Shearer suggested an advisory committee comprised of local members versus a legislated committee that contains oil producers. This committee could then use any resources necessary. B. Snetselaar suggested that the heritage committee be used as the advisory committee as it already exists and it contains members with specialized knowledge. G. Perry feels that not many permits will be applied for and that the guidelines will allow for the general operations to continue on a day to day basis. R. Kernohan questioned other than buildings, what else might be done that would require a building permit? C. Fairbank stated that conversion of wood on jerker lines is one example. He also feels that the rising price of electricity might cause self generation to be looked at, which also could require permits. R. Kernohan questioned whether this should be written into the guidelines to ensure that there is a mechanism in place to deal with these issues if they arise. D. McTavish stated that the building permit step is only one piece of the operation and the report needs to identify what is important and also define major alterations to production equipment that is considered significant.

G. Perry said this is the first time a project like this has been done in Ontario and doesn't think there are any set rules at this point - anything is possible. C. Fairbank spoke about being a steward of the oil fields and mentioned the possibility of lands being destroyed by falling into the wrong hands. G. Perry suggested that these sites be listed in order that the public is aware of all these sites to ensure they are not destroyed. C. Fairbank would like to bring people into the oil fields, just not driving by them, by developing trails in order that it can be experienced and appreciated as it is important to preserve these sites. W. Shearer asked about public access. It was noted that other oil producers have concerns about the public being on their property. C. Andreae suggested that key resources could have the Part 4 designation applied to them in order to preserve them.

W. Shearer suggested that an overview be done on the inventory in order that guidelines can be drawn up. R. Tremain stated that if the areas are catalogued correctly a Part 4 designation shouldn't be necessary inside a heritage district (Part 5). D. McTavish asked about the protection of roadsides and drainage swales and how it relates to today. W. Shearer indicated that these were included in the guidelines in order to attempt to preserve the rural character of the roads and identify these as special areas, acknowledging however that public safety, etc. will override this. At least this could draw attention to these unique areas. **C. Fairbank informed**

**committee that the day to day operations of the oil fields are under the jurisdiction of the MNR and suggested that the team review these rules. W. Shearer asked that the committee members e-mail her if they have any other comments or suggestions.**

4. Standards Committee

R. Tremain stated that B. Snetselaar and R. Kernohan have offered to be part of the committee.

5. Museums Volunteer Appreciation Invitation

**R. Tremain informed committee of the Volunteer Appreciation Dinner that is being held on Wednesday, September 9, 2009. It is a fish dinner scheduled for 5:30 - 6:30 and he will e-mail members the information.**

6. Other Business

G. Perry stated that the Federal Government Infrastructure Funding has been opened up to non-profit organizations and he is working with the Oddfellows Association in Oil Springs on an application in order to receive funds for their building. There is a very short time line involved in this.

W. Shearer asked if there were committee members absent from today's meeting that might possibly want to comment on the draft report she circulated. It was decided that this document could be sent with the minutes to the committee members. **W. Shearer will forward the document to T. Dewsbury for inclusion.**

8. Next Meeting

The next meeting of the committee will be September 29, 2009 at 2:00 p.m. at the Oil Museum of Canada.

The meeting adjourned at 4:20.

