



## **MUNICIPALITY OF ARRAN-ELDERSLIE**

### **Council Meeting**

### **MINUTES**

**No. 14-2022**

**Monday, June 13, 2022, 9:00 a.m.**

**Council Chambers and via Teleconference**

**1925 Bruce Road 10, Chesley, ON**

Council Present: Mayor Steve Hammell  
Deputy Mayor Mark Davis  
Councillor Doug Bell  
Councillor Brian Dudgeon  
Councillor Melissa Kanmacher  
Councillor Ryan Greig  
Councillor Ryan Nickason

Staff Present: Sylvia Kirkwood - CAO  
Christine Fraser-McDonald - Clerk  
Julie Hamilton - Deputy Clerk  
Scott McLeod - Public Works Manager  
Tracey Neifer - Treasurer  
Carly Steinhoff - Recreation Manager  
Pat Johnston - Chief Building Official - Present Electronically  
Steve Tiernan - Fire Chief

#### **1. Call to Order**

Mayor Hammell called the meeting to order at 9:00 am. A quorum was present.

#### **2. Mayor's Announcements (If Required)**

The Mayor noted that it was National Indigenous Heritage Month and Pride Month.

The Tara and Chesley Pools will be open on July 1st for a public swim.

The Chesley Hospital Emergency Department will be returning to a 24 hour service effective June 13, 2022.

#### **3. Adoption of Agenda**

Council passed the following resolution:

**190-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Nickason

Be It Resolved that the agenda for the Council Meeting of Monday, June 13, 2022 be received and adopted, as distributed by the Clerk.

**Carried**

**4. Disclosures of Pecuniary Interest and General Nature Thereof**

Mayor Hammell declared an interest on Agenda Item No. 16.1 which is a Zoning By-law Amendment for Jim Hammell who is the Mayor's father.

**5. Unfinished Business**

None.

**6. Minutes of Previous Meetings**

**6.1 May 24, 2022 Council Minutes**

Subsequent to further discussion, Council passed the following resolution:

**191-15-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Nickason

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held May 24, 2022.

**Carried**

**6.2 May 26, 2022 Special Council Meeting Minutes**

Subsequent to further discussion, Council passed the following resolution:

**192-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Dudgeon

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Special Council Session held May 26, 2022.

**Carried**

**7. Business Arising from the Minutes**

None.

## **8. Minutes of Sub-Committee Meetings**

## **9. Public Meeting(s)**

### **9.1 Public Meeting Notice for the Disposal of Surplus Lands**

Mayor Steve Hammell noted that this is a public meeting pursuant to By-law No. 32-2021, being a by-law to establish a policy and procedure governing the sale and disposition of lands for the Municipality of Arran-Elderslie and By-law 33-2021 being a by-law to establish a policy and procedure governing the sale and disposition of Original Road Allowances.

The Municipality proposes to dispose of the following lands in accordance with Resolution #152-12-2022 approved by Council at its regular meeting on Monday, May 9, 2022:

- unopened road allowance known as the unopened portion of Maria Street, between County Road 10 and North Street, in the Village of Tara, as surplus to the Municipality's needs. The Municipality proposes to dispose of the following lands in accordance with Resolution #127-10-2022 approved by Council at its regular meeting on Monday, April 25, 2022.
- property located between 64 Tower Road and 68 Tower Road, known as North Street on Plan 3M106, PIN0073 be declared surplus to the Municipality's needs.
- property known as 187 Balaklava Street, Roll No. 4103-410-001-02200 be declared surplus to the Municipality's needs.
- property known as Part Park Lot 14, South of North Street, Village of Paisley, Roll No. 4103-410-002-00702, as surplus to the Municipality's needs.

He then asked if there were any members of the public that had questions.

The Clerk stated that she had not received any written submissions regarding this application.

Council members did not have any questions.

Mayor Hammell closed the public meeting at 9:10 a.m.

## **11. Correspondence**

### **11.1 Requiring Action**

None.

### **11.2 For Information**

Subsequent to further discussion, Council passed the following resolution:

**193-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Kanmacher

Be It Resolved that the Council of the Municipality of Arran-Elderslie receives, notes, and files correspondence on the Council Agenda for information purposes.

**Carried**

## **12. Staff Reports**

### **12.1 CAO/Clerks**

The CAO noted that AMO is looking for submissions for the August 14th conference.

If anyone is interested in applying for a School Board Trustee, they can attend the Saugeen Shores Clerk's Office, or bring their nomination papers to the Arran-Elderslie Office.

#### **12.1.1 SRDPCLK.22.08 Award Cemetery Mapping & Records Management RFP**

Deputy Clerk, Julie Hamilton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

### **194-15-2022**

**Moved by:** Councillor Bell

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby,

1. Awards the Request for Proposal for the project to CIMS Cemetery Management Solution with a total project cost of \$41,267.65;
2. Approves the use of capital funds as allocated in the 2022 Capital Budget from capital ID 3179 in the amount of \$55,000 which includes grant funding of \$41,250 and a municipal contribution of \$13,750.;
3. Directs Staff to enter into a three year operating contract for the annual amount of \$3,486.58; and

4. That staff continues to work with CIMS to complete the remaining cemeteries, to the upset limit of the approved capital budget.

**Carried**

## **12.2 Finance**

### **12.2.1 SRFIN.22.19 Financial Report April 30 2022**

Treasurer, Tracey Neifer, responded to questions from Members of Council regarding her information report.

She noted that the Municipality is in a good financial position at this time.

## **12.3 Public Works**

### **12.3.1 SRW.22.21 Arran Landfill Material Grinding**

Works Manager, Scott McLeod responded to questions from Members of Council.

He noted that grinding not a yearly occurrence. Once the material is ground, it is used for landfill coverage.

Subsequent to further discussion, Council passed the following resolution:

#### **195-15-2022**

**Moved by:** Councillor Kanmacher

**Seconded by:** Councillor Bell

Be It Resolved that Council hereby,

1. Approve that the landfill material grinding be completed by Elliott Construction at the quoted cost of \$14,144.65 (inclusive of HST).
2. That this project will be funded from operations account 01-3050-7106 Waste Disposal, Contracts.

**Carried**

### **12.3.2 SRW.22.20 DRAFT Municipal Sidewalk Policy**

Works Manager, Scott McLeod responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**196-15-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Kanmacher

Be It Resolved that Council hereby,

1. Supports the implementation of the DRAFT PW02-22 Sidewalk Policy;
2. Directs Staff to collaborate with Bruce County Staff to ensure the terms of the policy are acceptable to their needs;
3. Directs Staff to bring the final version of the PW02-22 Sidewalk Policy and implementing Bylaw to the next available Council meeting for final approval and adoption by Council.

**Carried**

## **12.5 Facilities, Parks and Recreation**

### **12.5.1 Tara Arena Ice Edger**

Recreation Manager, Carly Steinhoff, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**196-15-2022**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Greig

Be It Resolved that Council hereby,

1. Approve the purchase of an Olympia Battery Edger from Resurfice Corp. for a total cost of \$ 6,570.95 inclusive of HST; and
2. That the funds for this project be drawn from capital ID 02-3954.

**Carried**

### **12.5.2 SRREC 22.09 Portable Pool Lifts**

Recreation Manager, Carly Steinhoff, responded to questions from Members of Council. She noted that once the lifts are installed, it will be noted on social media that they pools are accessible.

Subsequent to further discussion, Council passed the following resolution:

**197-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Bell

Be It Resolved that Council hereby,

1. Authorize staff to purchase two (2) PAL Portable Aquatic Lifts, two (2) additional batteries and two (2) lift seat covers from Commercial Aquatic Supplies for a total cost of \$30,699.74, inclusive of applicable taxes;
2. That the funds for this project be drawn equally from capital ID 02-5512 and 02-5516 of the 2022 Capital Budget; and
3. Funds received from the Canada Community Resilience Fund (CCRF) be used to offset the total cost.

**Carried**

#### 12.5.3 SRREC 22.11 Ice Plant Maintenance

Recreation Manager, Carly Steinhoff, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**198-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Deputy Mayor Davis

Be It Resolved that Council hereby,

1. Approve staff to defer Recreation Capital Project for Chesley Community Centre Chiller Replacement, Capital ID 3994 until 2023 Budget review;
2. That the funds identified be reallocated to fund the replacement of two (2) oil separators for the Paisley Community Centre Ice Plant; and
3. That Council approve an exemption from Section 4.7 of the Procurement Policy, such that staff can obtain the Municipality's ice plant technician to complete the project.

**Carried**

## **12.6 Emergency Services**

### **12.6.1 SRFIRE.22.07 SCBA RFP Pre-Purchase Approval**

Fire Chief, Steve Tiernan, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**199-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby,

1. Directs the Fire Chief to proceed with an SCBA RFP Pre-Approval for SCBA's required to be identified in the 2023 Capital Budget process.

**Carried**

## **14. Members Updates**

Davis:

Deputy Mayor Davis asked about picnic tables on sidewalks, received a complaint regarding a residential property with an unkempt lawn, and the stormwater report.

Bell:

Councillor Bell had the chance to drive around with JSS and the Chief Building Official regarding property standards, and had comments regarding speeding in Chesley.

Dudgeon:

Councillor Dudgeon has received complaints regarding requiring more messages on social media such as when roads will be graveled, pool registration etc. He also received a complaint regarding people taking items out of the clothing bin near the Fire Station.

Greig:

Councillor Greig received a lot of complaints regarding the School Board and the Riverview Estates Subdivision in Tara, speeding on Brooke Street, and there will be a ball tournament in Tara in June.



Kanmacher:

Councillor Kanmacher attended the Main Street Marketing meeting, will be attending the Teeswater Bridge Meeting, and the Paisley Fire Subcommittee meeting. The dog park is on hold as a new site is being researched, and there is now a permanent home for the Farmer's Market/Christmas Market. She received a complaint that there is no place to play basketball in Paisley.

Nickason:

Councillor Nickason will be attending a BASWR meeting and inquired about the old gas station at the corner of Bruce Road 10.

Hammell:

Mayor Hammell hosted a farm tour for two doctors and the chair of the Chesley Hospital Foundation, met with Michael Barret of the South Grey Bruce Health Centre regarding the reopening of the Chesley Emergency Department, attended interviews for job recruitments and will be attending the Paisley Subcommittee meeting.

**15. New Business**

**15.1 Approval of Big Bruce T-Shirts**

Council directed staff to revamp the design and to bring it back to the next meeting for further discussion.

**16. By-laws**

**16.1 By-law 39-2022 - Hammell Zoning By-law Amendment**

Mayor Hammell declared a conflict and left the Council Chambers.

Subsequent to further discussion, Council passed the following resolution:

**200-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Bell

Be It Resolved that By-law No. 39-2022 be introduced and read a first, second and third time, signed by the Deputy Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 39-2022 being a By-law to amend By-law 36-09 being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, which is hereby further amended by changing thereon from Agriculture 'A1' zone to Agriculture Special with holding provision A1-39-2022-H1 zone and A1-39-2022-H2 of the subject lands described as Lot 20,

Concession 3, geographic Township of Arran, Roll Number 4103-490-002-03900.

**Carried**

## **16.2 By-law 40-2022 - Riverview Estates Zoning By-law Amendment**

Subsequent to further discussion, Council passed the following resolution:

**201-15-2022**

**Moved by:** Councillor Greig

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No.40-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 40-2022 being a By-law to amend By-law 36-09 being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, which is hereby further amended by changing thereon from Residential: Low Density Single 'R1', Residential: Low Density Multiple 'R2' and Environmental Protection 'EP' zone to Residential: Low Density Single Special 'R1-40-2021a', Residential: Low Density Single Special 'R1-40-2021b', Residential: Low Density Multiple Special 'R2-40-2021' and Environmental Protection 'EP' zone of the subject lands described as Part Lot 29, Concession 8, geographic Township of Arran, Part Park Lot 5, Plan 220, Park Lot J and Part Park Lot K Plan 220, Part 1, 3R-9158 (Tara).

**Carried**

## **17. Closed Session (if required)**

The Mayor advised that Council go into Closed Session at 12: p.m. for the purpose of matters identified in the motion below.

**202-15-2022**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Greig

*Be It Resolved*, That the Council of the Municipality of Arran-Elderslie does now go into closed session to discuss an item(s) which relates to:

( ) the security of the property of the municipality or local board

(X) personal matters about an identifiable individual, including municipal or local board employees

( ) proposed or pending acquisition or disposition of real property

(X) labour relations or employee negotiations

( ) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

( ) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

( ) a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another act

( ) education or training of members of Council

Staff Authorized to Remain: CAO Sylvia Kirkwood and Clerk Christine Fraser-McDonald

#### **18. Resolution to Reconvene in Open Session**

Mayor Hammell confirmed that Council discussed only those matters identified in the above motion.

Council passed the following resolution:

**203-15-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Nickason

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 2:10 p.m.

**Carried**

#### **19. Adoption of Recommendations Arising from Closed Session (If Any)**

Direction was given to staff in Closed Session for items 1 & 2 and Council gave direction to staff to hire the candidates in Item 3.

#### **20. Adoption of Closed Session Minutes**

Direction was given to staff in Closed Session for items

Subsequent to further discussion, Council passed the following resolution:

**204-15-2022**

**Moved by:** Councillor Bell

**Seconded by:** Councillor Kanmacher

Be It Resolved; that Council of the Municipality of Arran-Elderslie adopt the minutes of the Closed Session dated May 24, 2022 and May 26, 2022.

**21. Confirming By-law**

**21.1 By-law 41-2022**

Subsequent to further discussion, Council passed the following resolution:

**205-15-2022**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Greig

Be It Resolved that By-law No. 41-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 41-2022 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, June 13, 2022.

**Carried**

**22. Adjournment**

Subsequent to further discussion, Council passed the following resolution:

**206-15-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Kanmacher

Be It Resolved that the meeting be adjourned to the call of the Mayor at 2:15 p.m.

**Carried**

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Steve Hammell, Mayor

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Christine Fraser-McDonald, Clerk