



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Monday, January 27, 2025, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

Council Present: Mayor Steve Hammell
Deputy Mayor Jennifer Shaw
Councillor Ryan Nickason
Councillor Darryl Hampton
Councillor Brian Dudgeon
Councillor Moiken Penner
Councillor Peter Steinacker

Staff Present: Christine Fraser-McDonald - Clerk
Julie Hamilton - Deputy Clerk
Scott McLeod - Public Works Manager
Carly Steinhoff - Recreation Manager
Pat Johnston - Chief Building Official - Present Electronically
Steve Tiernan - Fire Chief
David Munro - Interim Treasurer
Jennifer Isber-Legge - Economic Development & Communications Coordinator
Emily Dance, CAO
Nathan Van Myall - Project Manager

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 2025 Community Guide will be delivered to homes and businesses in the next week.

3. **Adoption of Agenda**

Council passed the following resolution:

22-02-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

Be It Resolved that the agenda for the Council Meeting of Monday, January 27, 2025 be received and adopted, as distributed by the Clerk.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None declared at this time.

5. Unfinished Business

6. Minutes of Previous Meetings

Subsequent to further discussion, Council passed the following resolution:

23-02-2025

Moved by: Councillor Nickason

Seconded by: Councillor Steinacker

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held January 13, 2025.

Carried

7. Business Arising from the Minutes

8. Minutes of Sub-Committee Meetings

Subsequent to further discussion, Council passed the following resolution:

24-02-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

Be It Resolved that Council receives the Saugeen Valley Conservation Authority Board Minutes dated November 21, 2024 for information purposes.

Carried

8.1 Saugeen Valley Conservation Authority Minutes - November 21, 2024

9. Public Meeting(s)

10. Delegations

11. Presentations

11.1 Clerks On Call - Engagement Strategy - Wards or At-Large Representation

Michelle Smibert and Michelle Casavecchia-Somers gave a presentation to Council regarding undertaking a community engagement strategy to enable the Council to make decisions about whether to maintain the existing ward structure or to adopt an alternative at-large arrangement. They will develop and conduct an appropriate public consultation process in accordance with municipality's existing public engagement practices, as well as allow the public to offer their perspectives on the present ward system and the alternative at-large system.

They will then prepare a report that will provide context for the 'preferred' electoral system for Arran-Elderslie.

Open houses will be held on February 12th and 13th in Tara, Paisley and Chesley:

- Paisley: Feb. 12 – 5-7 pm
- Tara: Feb. 13 – 3-5 pm
- Chesley: Feb. 13 – 6-8 pm

Any changes must be made before the end of 2025 to be in effect for the 2026 municipal election

Council thanked Clerks on Call for their presentation.

12. Correspondence

12.1 Requiring Action

12.1.1 Bruce County Cultural Action Plan Committee Request

Subsequent to further discussion, Council passed the following resolution:

25-02-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be it Resolved that the Council of the Municipality of Arran-Elderslie hereby approves the request of the Bruce County Cultural Action Plan Committee for an in kind donation for the use of the Chesley Community Centre for an event that will call out to cultural organizations, artists and makers to participate in a day of learning, connecting and celebrating culture in Bruce County and that this request be included in the 2025 Grants and Donations budget.

Carried

12.2 For Information

Subsequent to further discussion, Council passed the following resolution:

26-02-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

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

12.2.1 MPAC's 2024 Municipal Partnership Report

12.2.2 Crime Stoppers of Grey Bruce Coordinator Report

12.2.3 Clean Energy Frontier Awards

12.2.4 Ontario Land Tribunal - Becker Zoning By-law Amendment Appeal

12.2.5 Bruce Area Solid Waste Recycling 2025 Operating Budget,
November 20, 2024 Minutes, November 26, 2024 Minutes

12.2.6 SMART Board Minutes - December 11, 2024

12.2.7 Notice of Project Update - Detail Design for the Rehabilitation or
Replacement of Cashore Creek Culvert on Highway 21, County of
Bruce, Municipality of Arran-Elderslie

12.2.8 Grey Bruce Public Health

13. Staff Reports

13.1 Emergency Services

13.1.1 FIRE-2025-03 - 2024 Fire Department Year End Update

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

Subsequent to further discussion, Council passed the following resolution:

27-02-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that Council hereby receives for information report FIRE-2025-03 – 2024 Fire and Emergency Services Update.

Carried

13.2 Building/Bylaw

13.2.1 CBO-2025-01- 2024 Building Permit Statistics.

Chief Building Official, Pat Johnston, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

28-02-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be it Resolved that Council hereby receives Report CBO-2025-01 - Building Permit Statistics for information.

Carried

13.2.2 CLKS-2025-04 - 2024 By-Law Statistics

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

Subsequent to further discussion, Council passed the following resolution:

29-02-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that Council hereby receives Report CLKS-2025-04 – 2024 By-Law Statistics for information.

Carried

13.3 Public Works

13.4 Facilities, Parks and Recreation

13.4.1 REC-2025-01 Enabling Accessibility Grant Request

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

Subsequent to further discussion, Council passed the following resolution:

29-02-2025

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby approves Report REC-2025-01 - Enabling Accessibility Grant Request

And authorizes staff to contact the Enabling Accessibility Fund to request a project transfer to add an accessible entrance and washroom to the Treasure Chest Museum in Paisley and an accessible entrance door at the Tara Library, subject to the financial allocations of the grant.

Carried

13.4.2 REC-2025-02 Ontario Trillium Foundation Capital Grant Application

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

Subsequent to further discussion, Council passed the following resolution:

30-02-2025

Moved by: Councillor Penner

Seconded by: Councillor Nickason

Be It Resolved that Council hereby approves Report Rec-2025-02 - Ontario Trillium Foundation Capital Grant Application and supports a Trillium Grant application for river access enhancements.

Carried

13.5 Finance

13.6 Economic Development

13.6.1 ECDEV-2025-05 - Refreshment Vehicle By-Law

Economic Development & Communications Coordinator, Jennifer Legge and CAO Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

31-02-2025

Moved by: Councillor Penner

Seconded by: Councillor Steinacker

Be It Resolved that Council hereby approves Report ECDEV.2025-05 – Refreshment Vehicle By-Law;

And further directs staff to bring forward a Refreshment Vehicle By-Law for consideration.

Carried

13.6.2 Spruce the Bruce Grant Applications 2025, ECDEV-2025-04

Economic Development & Communications Coordinator, Jennifer Legge, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

32-02-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be It Resolved that Council hereby approves Report SRECDEV-2025-04, Spruce the Bruce Grant Applications 2025; and

Supports the Spruce the Bruce applications for the following projects

1. Community Marketing Grant – Chesley Parks and Trails
2. Community Marketing Grant – Washrooms with Wow
3. Streetscape Beautification Grant – Banners for Tara
4. Streetscape Beautification Grant – Main St Bridge Parkette, Chesley
5. Streetscape Beautification Grant – Holiday Lights in Tara

Carried

13.7 Clerks

13.7.1 CLK-2025-01 – Public Notice Policy, CLKS-2025-02

Clerk, Christine Fraser-McDonald responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

33-02-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Penner

Be It Resolved that Council hereby approves Report Number SRCLK.2025.01 - Public Notice Policy ; and

That a by-law be brought back to the next available Council meeting to bring force and effect to this policy and that By-law 01-03 be rescinded in its entirety.

Carried

13.7.2 CLK-2025-03 – Council Mid-term Appointments

Clerk, Christine Fraser-McDonald responded to questions from Members of Council.

Councillor Penner will be appointed as an alternate to the SMART committee pending the Clerk checking to make sure this is possible.

Councillor Hampton will be appointed as an alternate for the Chesley and Area Joint Fire Board.

Councillor Dudgeon asked that he be removed from the Multi Municipal Energy Working Group.

Subsequent to further discussion, Council passed the following resolution:

34-02-2025

Moved by: Councillor Nickason

Seconded by: Councillor Dudgeon

Be It Resolved that Council hereby approves Report SRCLK.2025.03 – Council Mid-term Appointments ;

And that Councillor Dudgeon and Mayor Hammell be appointed the Chesley and Area Joint Fire Board;

And that Councillor Hampton be appointed as an alternate for the Chesley and Area Joint Fire Board.

And that Councillor Penner be appointed as an alternate for the SMART Board.

And further that a by-law be passed to bring force and effect to these appointments.

Carried

13.8 CAO

13.8.1 CAO-2025-03 Tara BESS Project – Information

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

35-02-2025

Moved by: Councillor Penner

Seconded by: Councillor Dudgeon

Be It Resolved that Council hereby receives for information Report CAO.2025-03 - Tara BESS Project Information; and

Further that Council directs the CAO to seek legal advice

Carried

14. Notice of Motion

15. Members Updates

Shaw:

Deputy Mayor Shaw attended the Tara Working Group, a SMART meeting.

Hampton:

Councillor Hampton attended a Chesley Working Group meeting and recognized the works department in keeping the roads and sidewalks safe.

Dudgeon:

Councillor Dudgeon has nothing to report.

Steinacker:

Councillor Steinacker attended the Tara and Chesley Working Group meeting and the Tara Bess public meeting.

Penner:

Councillor Penner attended the ROMA conference.

Nickason:

Councillor Nickason attended a BASWR meeting.

Hammell:

Mayor Hammell attended the ROMA conference and was a member of three delegations to the Ministry of Infrastructure, Ministry of the Solicitor General and the Ministry of Health.

16. New Business

Councillor Penner requested that there be better snow removal on the street to the school in Paisley.

17. By-laws

17.1 By-law 09-2025 - Adopt a Commemorative Tree and Bench Policy

Subsequent to further discussion, Council passed the following resolution:

36-02-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 09-2025 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 09-2025 being a By-law to adopt a Commemorative Tree and Bench Policy.

Carried

17.2 By-law 10-2025 - Amend the Fees and Charges By-law

Subsequent to further discussion, Council passed the following resolution:

37-02-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that By-law No.10-2025 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 10-2025 being a By-law to Amend the Fees and Service Charges for 2025.

Carried

18. Closed Session

Subsequent to further discussion, Council passed the following resolution:

38-02-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

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 - Employee matters
- () a proposed or pending acquisition or disposition of land by the municipality or local board;
- () 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 may hold a closed meeting under another Act;
- () information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- () a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- () a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- () a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.
- () Education or training

Staff Authorized to Remain:

CAO Emily Dance, Clerk Christine Fraser-McDonald

Carried

19. Resolution to Reconvene in Open Session

Subsequent to further discussion, Council passed the following resolution:

39-02-2025

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 12:55 p.m.

Carried

20. Adoption of Recommendations Arising from Closed Session (If Any)

Mayor Hammell confirmed that Council discussed only those matters identified in the motion to go into Closed Session.

Council received the first item for information and direction was given to staff regarding the second personnel item.

From these items, we have the following motions to be presented.

40-02-2025

Moved by: Councillor Penner

Seconded by: Councillor Nickason

Be it resolved that Council directed the CAO to enter into a contract with RSM Building Consultants for CBO services for electronic plans review, on-site and virtual building inspections.

Carried

41-02-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 11-2025 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 11-2025 being a By-law to appoint RMS Building Consultants staff as Deputy CBO and Building Officials as legislatively required for the Municipality of Arran-Elderslie.

Carried

By-Law 11-2025 to Appoint Deputy Chief Building Official and Building Officials for the Municipality of Arran-Elderslie is appended hereto to form a part of the minutes.

42-02-2025

Moved by: Councillor Nickason

Seconded by: Councillor Hampton

Be it Resolved that Clerk Christine Fraser-McDonald and CAO Emily Dance are hereby appointed as Zoning Administrators for the Municipality of Arran-Elderslie.

Carried

21. Confirming By-law

Subsequent to further discussion, Council passed the following resolution:

43-02-2025

Moved by: Councillor Nickason

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 12-2025 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 12-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, January 27, 2025.

Carried

22. Adjournment

Subsequent to further discussion, Council passed the following resolution:

44-02-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that the meeting be adjourned to the call of the Mayor at 1:02 p.m.

Carried

23. List of Upcoming Council meetings

- February 10, 2025
- February 24, 2025
- March 10, 2025

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk