



## **MUNICIPALITY OF ARRAN-ELDERSLIE**

### **Council Meeting**

### **MINUTES**

**Monday, April 28, 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 Moiken Penner
Council Absent:	Councillor Brian Dudgeon Councillor Peter Steinacker
Staff Present:	Christine Fraser-McDonald - Clerk Julie Hamilton - Coordinator – Infrastructure & Development Carly Steinhoff - Recreation Manager 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)**

- Mayor Hammell noted that today is the National Day of Mourning recognizing all workers injured or killed on the job.
- Arran-Elderslie Community Business Association is advertising community yard sales. Paisley's is first on May 10th, then Chesley on the 17th, followed by Tara on the 24<sup>th</sup> of May.
- There will be a Goods Exchange Day on May 31st in all of our towns.
- Today is the day of Mourning to recognize that today is the National Day of Mourning.

**3. Adoption of Agenda**

Subsequent to further discussion, Council passed the following resolution:

**136-08-2025**

Be It Resolved that the agenda for the Council Meeting of Monday, April 28, 2025 be received and adopted, as distributed by the Clerk.

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

**5. Minutes of Previous Meetings**

Subsequent to further discussion, Council passed the following resolution:

**137-08-2025**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Hampton

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held April 14, 2025.

**Carried**

**6. Delegations**

**6.1 Travis Tibbo - Chesley 145th Anniversary Update**

Travis Tibbo and Rob Beitz were seeking permission to decorate the bridge and Big Bruce for the Homecoming.

They will apply for a Noise By-law exemption for the weekend from the Clerk's Office.

There are numerous activities planned for the weekend. The Municipality will have a float for the parade.

Subsequent to further discussion, Council passed the following resolution:

**138-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be it Resolved that Council hereby grants permission to the Chesley 145th Homecoming Committee to decorate Big Bruce from July 30th to August 5th made only of soft ribbon, no wires.

And further that staff will seek appropriate permission from the County of Bruce regarding decorating the Oswald bridge on main street.

**Carried**

## **7. Correspondence**

### **7.1 For Information**

Subsequent to further discussion, Council passed the following resolution:

**140-08-2025**

**Moved by:** Councillor Hampton

**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**

7.1.1 Crime Stoppers of Grey Bruce January to March 2025  
Coordinator's Program Report

7.1.2 Multi Municipal Energy Working Group - Minutes January 9, 2025

7.1.3 Multi Municipal Energy Working Group - 2025 Fee Structure

7.1.4 Bruce Area Solid Waste Recycling - Minutes - February 26, 2025

## **8. Staff Reports**

### **8.1 Emergency Services**

8.1.1 Fire-2025-04 Sale of Surplus Asset Retired SCBA Units

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

He noted that Emergency Preparedness Week starts next week.

Subsequent to further discussion, Council passed the following resolution:

**141-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby approves Report Fire-2025-04 Sale of Surplus Asset Retired SCBA Units AND;

1. That the retired SCBA units from Tara Station 70 and Chesley Station 90 be placed on Gov Deals to be sold.

2. That in the event that the retired SCBA units are not purchased on Gov Deals by any entities, the Fire Chief is authorized to donate the SCBA units to Firefighters Without Borders to be sent to a country that can utilize the SCBA units.

**Carried**

## **8.2 Public Works**

### **8.2.1 Paisley Fire Hall and Public Works Project Update**

Project Manager, Nathan Van Myall responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**142-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby receives for information Report PWRDS-2025-02 – Paisley Fire Hall and Public Works Project Update (2).

**Carried**

### **8.2.2 PWRDS-2025-07 Award Purchase of Roadside Mower**

Coordinator – Infrastructure & Development Julie Hamilton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**143-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved that Council approve Report PWRDS-2025-07 - Award Purchase of Roadside Mower; and

Award the purchase of the Sovema TDF-HD-EXT220 to J&H Sales and Service in the amount of \$17,292.39, inclusive of HST.

**Carried**

### **8.3 Facilities, Parks and Recreation**

#### **8.3.1 REC-2025-08 Award Flat Roof Projects**

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

Subsequent to further discussion, Council passed the following resolution:

**144-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved that Council hereby approve Karn's Roofing Limited in the amount of \$124,641.26 inclusive of applicable taxes for the flat roof replacement at the Paisley Community Centre, Paisley Sewage Plant and Chesley Lagoon;

That the Paisley Community Centre Roof be financed through Account 02-4146-4300, the Paisley Sewage Plant be financed through Account 02-3788-4300 and the Chesley Lagoon be financed through Account 02-3751-4300;

That Council approve the overage of these projects and are financed through Paisley Community Centre to be financed through existing Capital Project Accounts where the project is under budget; and

That Council approve the overage of the Paisley Sewage Plant and Chesley Lagoon roof projects to be financed through the Sewer Reserve Account 01-0000-7231.

**Carried**

### **8.4 Finance**

#### **8.4.1 FIN-2025-08 Purchasing and Procurement Policy**

Treasurer David Munro and CAO Emily Dance responded to questions from Members of Council.

Staff will prepare a quarterly capital budget report to update Council on budgeted purchases.

Subsequent to further discussion, Council passed the following resolution:

**145-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby approves Report FIN-2025-08 Purchasing and Procurement Policy;

AND authorizes the appropriate by-law coming forward to adopt the Purchasing and Procurement Policy.

**Carried**

## **8.5 Economic Development**

### **8.5.1 ECDEV-2025-11 Grants and Donations By-Law Changes**

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

Subsequent to further discussion, Council passed the following resolution:

**146-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved that Council hereby approves Report ECDEV-2025-11 Grants and Community Support Policy;

AND repeals By-Law No. 45-2021;

AND approves the Grant and Community Support Policy to take effect in 2026;

AND FURTHER approves the appropriate By-law coming forward to bring force and effect to this policy.

**Carried**

### **8.5.2 ECDEV-2025-12 Spruce the Bruce Grant Update**

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

Subsequent to further discussion, Council passed the following resolution:

**147-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby approves Report ECDEV-2025-12 Spruce the Bruce Grant Update;

AND approves offering Community Improvement Plan Incentive Grants through the Bruce County Spruce the Bruce platform, to support 50% of eligible project costs for applicants within Arran-Elderslie, up to a maximum total program amount of \$17,540.47.

AND FURTHER that Council approves an exemption to the Municipal Procurement By-law to allow for the purchase holiday lights for Tara from Classic Displays in order to align with the design recommendation of the Tara Community Working Group.

**Carried**

## **8.6 CAO**

### **8.6.1 CAO-2025-07 Strong Mayor Powers O. Reg 530/22**

CAO Emily Dance responded to questions from Members of Council.

Mayor Hammell noted that he will not be using the Strong Mayor powers during his term of office.

The current budget process will continue as usual.

Subsequent to further discussion, Council passed the following resolution:

**148-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby receives for information Report CAO-2025-07 Strong Mayor Powers O. Reg 530/22.

**Carried**

### **8.6.2 CAO-2025-08 Zoning By-Law Amendment - Additional Dwelling Units**

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**139-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved that Council hereby approves Report CAO-2025-08 - Zoning By-Law Amendment – Zoning By-Law Update, Additional Dwelling Units;

AND directs staff to make an application to the County of Bruce to bring forward an amendment to the Comprehensive Zoning By-Law for Additional Dwelling Units;

AND FURTHER an amendment to residential lot provisions to add a stipulation that duplex dwellings can have a reduced lot area and frontage.

**Carried**

## **9. Members Updates**

### Shaw:

Deputy Mayor Shaw attended the day of mourning and the Welcoming Communities gala.

### Hampton:

Councillor Hampton had nothing to report.

### Dudgeon:

Councillor Dudgeon was absent.

### Steinacker:

Councillor Steinacker was absent.

### Penner:

Councillor Penner noted that there was a spill in the river this past weekend.

### Nickason:

Councillor Nickason had nothing to report.

### Hammell:

Mayor Hammell attended the day of mourning service.

## **10. By-laws**

### **10.1 By-law 31-2025 - Adopt a Volunteer Policy**

Subsequent to further discussion, Council passed the following resolution:



**149-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved that By-law No. 31-2025 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 31-2025 being a By-law to adopt a Volunteer Policy for the Municipality of Arran-Elderslie.

**Carried**

**10.2 By-law 32-2025 - Tara Curling Club - Loan Agreement**

Subsequent to further discussion, Council passed the following resolution:

**150-08-2025**

**Moved by:** Councillor Nickason

**Seconded by:** Deputy Mayor Shaw

Be It Resolved that By-law No. 32-2025 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 32-2025 being a By-law to enter into a loan agreement with the Tara Curling Club to assist with the purchase of ice making/refrigeration plant equipment.

**Carried**

**10.3 By-law 33-2025 - Adopt a Battery Energy Storage System Policy**

Subsequent to further discussion, Council passed the following resolution:

**151-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 33-2025 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 33-2025 being a By-law to adopt a Battery Energy Storage Policy for the Municipality of Arran-Elderslie.

**Carried**

**10.4 By-law 34-2025 - Amend the Fees and Service Charges for 2025**

Subsequent to further discussion, Council passed the following resolution:

**152-08-2025**

**Moved by:** Deputy Mayor Shaw

**Seconded by:** Councillor Hampton

Be It Resolved that By-law No. 34-2025 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 34-2025 being a By-law to Amend the Fees and Service Charges for 2025.

**Carried**

**11. Closed Session (if required)**

Subsequent to further discussion, Council passed the following resolution:

**153-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

*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 - personnel matter and Paisley Working Group

( X) a proposed or pending acquisition or disposition of land by the municipality or local board - Expression of Interest - Old Paisley Library AND Concession 6 Elderslie road reconstruction

( ) labour relations or employee negotiations;

(X) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board- Fire Code Order and Prosecution AND Notice of Decision - Conservation Authorities Act

( ) 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
- (X) 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 - Fire Agreements
- (x) Educating or training members of the council, a local board or committee - Building By-law

Staff Authorized to Remain:

CAO Emily Dance and Clerk Christine Fraser-McDonald

Fire Chief Steve Tiernan - Items 1 and 2

Works Manager Scott McLeod - Item 5

**Carried**

**12. Resolution to Reconvene in Open Session**

Subsequent to further discussion, Council passed the following resolution:

**154-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 1:37pm.

**Carried**

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

Direction was given to staff in Closed Session.

Items 1 and 2 were received for information (Fire Code Order and Fire Agreements)

Item 3 was received for information and has a subsequent motion to be passed in open Council (Paisley Working Group)

Item 4 was tabled until the next meeting. (Paisley Library)

Item 5 was received for information and staff received direction from Council (Concession 6 Elderslie road reconstruction)

Items 6, 7 and 8 were received for information (Notice of Decision- Conservation Authorities Act, personnel matter, Building By-law)

Subsequent to further discussion, Council passed the following resolution:

**155-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

That Council supports the following community applicants to the Paisley Working Group: Hailey MacIsaac, Janet English Hodgins, Karleigh Porter, Mary-Gail Johnston, Emma Smith, and Carolyn Fell.

AND FURTHER appoints Councillor Penner to the Paisley Community Working Group;

AND FURTHER accepts with regrets the resignation of Gina Dionne from the Chesley Working Group.

**Carried**

#### **14. Confirming By-law**

Subsequent to further discussion, Council passed the following resolution:

**156-08-2025**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 35-2025 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 35-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, April 28, 2025.

**Carried**

**15. Adjournment**

Subsequent to further discussion, Council passed the following resolution:

**157-08-2025**

**Moved by:** Deputy Mayor Shaw

**Seconded by:** Councillor Penner

Be It Resolved that the meeting be adjourned to the call of the Mayor at 1:40 pm.

**Carried**

**16. List of Upcoming Council meetings**

- May 12, 2025
- May 26, 2025
- June 9, 2025
- June 23, 2025

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Steve Hammell, Mayor

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Christine Fraser-McDonald, Clerk