



## **MUNICIPALITY OF ARRAN-ELDERSLIE**

### **Council Meeting**

### **MINUTES**

**Meeting No. 14-2021**  
**Monday, May 10, 2021, 9:00 a.m.**  
**Council Chambers**  
**1925 Bruce Road 10, Chesley, ON**

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

Council Absent: Councillor Doug Bell

Staff Present: Christine Fraser-McDonald - Acting CAO  
Julie Reid - Deputy Clerk  
Scott McLeod - Public Works Manager - Present Electronically  
Tracey Neifer - Treasurer  
Carly Steinhoff - Recreation Manager - Present Electronically  
Pat Johnston - Chief Building Official - Present Electronically

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

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

#### **2. Adoption of Agenda**

Council passed the following resolution:

**14-194-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that the agenda for the Council Meeting of Monday, May 10, 2021 be received and adopted, a distributed by the Clerk.

**Carried**

#### **4. Adoption of Minutes of Previous Meeting(s)**

#### **4.1 April 26, 2021 Regular Council Meeting Minutes**

Council passed the following resolution:

**14-195-2021**

**Moved by:** Deputy Mayor Davis

**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 on April 26, 2021.

**Carried**

#### **7. Delegation(s)**

##### **7.1 John Bradley, Abraflex - Water & Sewer Services - Paisley**

John Bradley from Abraflex provided an update to Council regarding his previous delegation to extend water and sewer services up North Street in Paisley. They have now decided to run the waterline from Ross Street but they still need to run the sewer line and would like to explore ways of possible cost savings.

John wanted to let Council know that Abraflex is committed to helping with future development in the Municipality where possible.

Council thanked John for his support.

##### **7.2 Support for Community Website Updates -Jennifer Christie, Peter Knipfel, Krista Gill**

Jennifer Christie was joined by Peter Knipfel, and gave a presentation to Council regarding updates to the Paisley and Chesley tourism websites and the creation of a tourism website for Tara. Jennifer stressed the effects the pandemic has had on local businesses in the area and the benefits the websites would bring to assist small businesses in rebuilding our local economy.

The websites will be linked to Bruce County's tourist website as well which will attract further attention and reach a larger population.

Scott and Mary Lynn Cumming also provided their support to the project which Jennifer presented verbally during the presentation.

The services to update and create the websites would be provided by Tourist Town, who is currently the host of the current Paisley and Chesley tourism websites. The Paisley and District Chamber of Commerce, Chesley District Chambers of Commerce and Tara Downtown Improvement Association are looking for financial support from Council to proceed with the updates.

Economic Development Coordinator, Laura Fullerton has provided Council with a report today regarding this project in further detail.

Council thanked them for their presentation.

## **8. Correspondence**

### **8.1 Requiring Action**

Council passed the following resolution:

#### **8.1.1 Proposed location for drive-in concerts this summer - Paisley Blues Festival**

Subsequent to further discussion, Council passed the following resolution:

**14-196-2021**

**Moved by:** Deputy Mayor Davis  
**Seconded by:** Councillor Nickason  
Be it Resolved,

That Council has previously approved the location of the parking lot behind the Paisley Community Centre for live music performances from June 26 to August 28, 2021 this summer; and

That Council approve the proposed location of the skateboard park property located at 294 James Street for drive-in concerts this summer in the event that COVID-19 restrictions will not allow for in-person concerts at the original location behind the Paisley Community Centre.

**Carried**

### **8.2 For Information**

Council passed the following resolution:

**14-197-2021**

**Moved by:** Deputy Mayor Davis  
**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**

## **9. Staff Reports**

## **9.1 CAO/Clerks Department**

### **9.1.1 SRCLK.21.06 OPP Detachment Board**

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

Subsequent to further discussion, Council passed the following resolution:

**14-198-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved

1) THAT the Council of the Municipality of Arran-Elderslie hereby approves Report No. SRCLK-2021-06;

2) AND agrees in principle to the composition of the OPP Detachment Board;

3) AND FURTHER directs staff to continue to work with the participating municipalities in submitting the OPP Detachment Board proposal.

**Carried**

## **9.2 Treasurer**

### **9.2.1 SRFIN.21.10 - Policy - Council Remuneration and Expenses**

Treasurer, Tracey Neifer, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**14-199-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved,

1) That SRFIN.21.20 be received for information – Policy - Council Remuneration and Expenses, and

2) That the By-Law to adopt the Council Remuneration and Expenses Policy be read, and approved by Council, and

3) That the By-law to amend the Conference/Convention Policy be read and approved by Council.

**Carried**

9.2.2 SRFIN.21.21 - Financial Reporting and Budgeting Software

Treasurer, Tracey Neifer, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**14-200-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved,

- 1) That SRFIN.21.21 be received for information – Financial Reporting and Budgeting Software, and
- 2) That staff work with Public Sector Digest to finalize the purchase of Citywide Budgeting software, and
- 3) Further that the purchase be exempt from Article 4 of the Procurement Policy.

**Carried**

9.2.3 SRFIN.21.22 March 31 Financial Report

**14-201-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved,

- 1) That SRFIN.21.22 be received for information – Financial Report March 31, 2021.

**Carried**

**9.3 Works Manager**

9.3.1 SRW.21.18 Hot Mix Pavement Tender

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

Subsequent to further discussion, Council passed the following resolution:

**14-202-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved,

- 1) That SRW.21.18 be received – Award Tender– Hot Mix Pavement; and
- 2) That Council awards the quote to supply and apply HL3 Asphalt cement to Harold Sutherland Construction (Walker Industries) in the amount of \$337,955.00 (excluding applicable taxes), for Tender A and Tender B, consisting of Concession 2 Arran, Nelson St. Paisley, 4th St NW. Chesley and Brook St West, Tara.
- 3) That Council award the quote to supply and apply HL3 Asphalt cement to Multiple Enterprises Inc. in the amount of \$10,728.00 (excluding applicable taxes), for Tender C consisting of Hwy #21 Blvd and Yonge St. South Blvd.
- 4) Being financed from the following Account Numbers 02-2549-7134, 02-2533-7134, 02-2527-7134, 02-2551-7134 (2021 Capital – Expenditures)

**Carried**

9.3.2 SRW.21.17 GSS Contract for Overall Responsible Operator

Water/Sewer Foreman, Mark O'Leary, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**14-203-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved,

- 1) That Council receives Report SRW.21.17 – GSS Contract for Overall Responsible Operator; and
- 2) That Council approves Option #1 provided in this report and directs Staff to draft a letter as per the current agreement and terminate its contract with GSS Engineering for ORO services.

**Carried**

**9.4 Building Department**

9.4.1 SRCBO.21.04 April Building Permit Information

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

Subsequent to further discussion, Council passed the following resolution:

**14-204-2021**

**Moved by:** Deputy Mayor Davis  
**Seconded by:** Councillor Nickason  
Be It Resolved,

That SRCBO.21.04 – Building Permit Information –April 2021– be received for information purposes.

**Carried**

## **9.5 Recreation Department**

### **9.5.1 SRREC.21.09 Award RFP - Paisley Community Centre LED Lighting Project**

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

Subsequent to further discussion, Council passed the following resolution:

**14-205-2021**

**Moved by:** Deputy Mayor Davis  
**Seconded by:** Councillor Nickason  
Be It Resolved that Council hereby:

1) Receive the Report SRREC 21.09 regarding the Award Request for Proposal – Paisley Community Centre LED Lighting Project; and  
2) That Council hereby award the quotation to Stinson Electric in the amount of \$ 23, 450.49 plus applicable taxes.

**Carried**

## **9.6 Fire Departments**

### **9.6.1 SRF.21.02 Request for Disposal of the 1991 GMC Fire Truck as surplus**

Council passed the following resolution:

**14-206-2021**

**Moved by:** Deputy Mayor Davis  
**Seconded by:** Councillor Nickason

Be It Resolved,

- 1) That SRF.21.02 be received for information – Request for disposal of 1991 GMC Fire Truck, and
- 2) That Council approves staff recommendation to declare the 1991 GMC Topkick Fire Truck as surplus, and
- 3) That Council approves staff recommendation to dispose of the surplus 1991 GMC Fire Truck by posting for sale on the website and other classified sites, and
- 4) That Council approves the donation to First Nations in Northern Ontario if reserve bid not met

**Carried**

9.6.2 SRF.21.03 Request for Authorization to Install Dry Hydrant System

Council passed the following resolution:

**14-207-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved,

- 1) That SRF.21.03 be received for information – Request Authorization to Install Dry Hydrant System; and
- 2) That Council approves staff entering into agreement with and to install a dry hydrant system for rural water supply on private land,

**Carried**

**9.7 Community Development Co-ordinator**

9.7.1 SRECDEV.21.04 May Economic Development Update

Economic Development Coordinator, Laura Fullerton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**14-208-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved, THAT Council hereby:



1) Accept report SRECDEV.21.04 May 2021 Economic Development Update for information.

**Carried**

9.7.2 SRECDEV.21.05 - Community Website Project

Economic Development Coordinator, Laura Fullerton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**14-209-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved, THAT Council hereby:

- 1) Accept report SRECDEV.21.05 Community Website Project;
- 2) THAT Council approve the ongoing costs for the Chesley, Paisley and Tara websites from OPG Community Grant Account 01-0000-2107
- 3) THAT Council approve the \$1,500 initial 2021 website setup cost for Tara from Tara Downtown Revitalization Account 01-7410-9132

**Carried**

## 10. Reports of Members

During Reports of Council, there was a short recess as there was no quorum present.

Davis:

Deputy Mayor Davis requested an update from our bylaw department. He has Councillor Bell's number in Toronto and will provide it to our Acting CAO/Clerk to pass along to other Council Members and Staff who may wish to contact him.

Greig:

Councillor Greig attended the Grey Sauble Meeting on April 28th and noted that there may be service interruptions due to staffing shortages at the Grey Sauble Conservation Authority. He has received a few complaints which have been addressed by bylaw enforcement.

Kanmacher:

Councillor Kanmacher has received numerous calls regarding bylaw issues. She also had a follow-up call after a previous delegation on food shortages in Grey

Bruce. She had a Zoom meeting with the owners of Starks Mill regarding Attainable Housing and attended the Tom Boi re-opening as well.

Nickason:

Councillor Nickason has had one complaint regarding a drainage issue.

Hammell:

Mayor Hammell announced the Physician Recruitment Committee has successfully recruited Dr. Samantha Chittick who will take on many of Dr. Thomson's previous patients.

Mayor Hammell also attended the Day of Mourning Flag raising at the Elderslie Shop.

#### **14. By-laws**

##### **14.1 By-Law 28-2021 - Authorize Execution of a Development Agreement 14-210-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 28-2021 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 28-2021 being a By-law to Authorize the Execution of a Development Agreement between Don McAllister and the Municipality of Arran-Elderslie.

**Carried**

##### **14.2 By-Law No. 31-2021 - Appoint a CAO**

**14-211-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 31-2021 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 31-2021 being a By-law to Appoint a Chief Administrative Officer for the Corporation of the Municipality of Arran-Elderslie.

**Carried**

**14.3 By-Law No. 32-2021 - Sale of Surplus Lands Policy**

**14-212-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 32-2021 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 32-2021 being a By-law to Adopt a Sale of Surplus Lands Policy

**Carried**

**14.4 By-Law No. 33-2021 Original Road Allowance and Original Shore Road Allowance Policy**

**14-213-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 33-2021 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 33-2021 being a By-law to Adopt an Original Road Allowance and Original Shore Road Allowance Closure and Sale Policy.

**Carried**

**14.5 By-Law No. 34-2021 Tara Lagoon Rental Agreement**

**14-214-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 34-2021 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 34-2021 being a By-law to Authorize the Execution of an Agreement for the Rental of the Tara Lagoon Property between Sharedon Farms Ltd and the Municipality of Arran-Elderslie.

**Carried**

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

The Mayor advised that Council go into Closed Session at 11:58 a.m. for the purpose of matters identified in the motion below.

**14-215-2021**

**Moved by:** Deputy Mayor Davis

**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
- ( ) proposed or pending acquisition or disposition of real property
- ( ) 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:

Acting CAO/Clerk - Christine Fraser-McDonald

Deputy Clerk - Julie Reid

Cheryl Roberts - Animal Control Officer

**Carried**

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

Council passed the following resolution:

**14-216-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 12:15pm

**17. Adoption of Closed Session Minutes**

Council passed the following resolution:

**14-217-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved; that Council of the Municipality of Arran-Elderslie adopt the minutes of the Closed Session dated April 26, 2021.

**Carried**

**19. Confirming By-law**

Council passed the following resolution:

**14-218-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that By-law No. 36-2021 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 36-2021 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, May 10, 2021.

**Carried**

**20. Adjournment**

Council passed the following resolution:

**14-219-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Nickason

Be It Resolved that the meeting be adjourned to the call of the Mayor at 12:18pm.

**Carried**

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Steve Hammell, Mayor

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Christine Fraser-McDonald, Clerk