



## MUNICIPALITY OF ARRAN-ELDERSLIE

### Council Meeting

### MINUTES

**Meeting No. 20-2021**  
**Monday, August 9, 2021, 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 - Present Electronically  
Councillor Brian Dudgeon - Present Electronically  
Councillor Melissa Kanmacher  
Councillor Ryan Greig - Present Electronically  
Councillor Ryan Nickason

Staff Present: Sylvia Kirkwood - CAO  
Christine Fraser-McDonald - Clerk  
Julie Reid - Deputy Clerk  
Scott McLeod - Public Works Manager  
Tracey Neifer - Treasurer  
Carly Steinhoff - Recreation Manager  
Laura Fullerton, Community Development Coordinator - 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:

##### **20-310-2021**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Kanmacher

Be It Resolved that the agenda for the Council Meeting of Monday, August 9, 2021 be received and adopted, as distributed by the Clerk.

**Carried**

#### 3. Disclosures of Pecuniary Interest and General Nature Thereof

Mayor Hammell declared a direct pecuniary interest by regarding Agenda Item 6.1 - Zoning By-Law Amendment Z-2021-041 Hammellea Farms and Agenda Item 14.1 By-Law No. 49-2021 Z-2021-041 Hammellea Farms - Zoning Bylaw Amendment as his family members. The applicants are his parents and his brother.

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

##### **4.1 Regular Council Meeting Minutes - July 12, 2021**

Council passed the following resolution:

###### **20-311-2021**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Kanmacher

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held July 12, 2021.

**Carried**

##### **4.2 Special Council Meeting Minutes - July 19, 2021**

Council passed the following resolution:

###### **20-312-2021**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Kanmacher

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Special Council Session held July 19, 2021.

**Carried**

#### **5. Business Arising from the Minutes**

##### **5.1 5.1 - Notice of Motion - Deputy Mayor Davis**

Deputy Mayor Davis provided the basis for his motion to have the accounts payable voucher added back to the agenda noting that this is an important tool for Council to gauge how much goods and services are costing and provide for more informed decision making. It also provides accountability and transparency to the public in how tax dollars are being spent.

Members of Council provided their comments in relation to this motion.

Staff provided Council with alternative options to having the Accounts Payable Voucher added back into the agenda and to ensure compliance with all applicable legislation. Staff indicated that they are working to bring

a report to Council in conjunction with the new procurement policy that would address the concerns noted in the Notice of Motion.

Council agreed to table the motion until the report was provided by Staff at the September 27th meeting.

**20-313-2021**

**Moved by:** Deputy Mayor Davis

**Seconded by:** Councillor Dudgeon

WHEREAS earlier in this term, Council was asked by staff to receive Agendas for Council meetings excluding the Payables Voucher; AND WHEREAS Council agreed to give this a try and see how it worked out;

AND WHEREAS the elimination of this important information from the Agenda has, in the opinion of some Councillors, made it more difficult to keep current with the costs of goods and services which fosters better decision-making, to monitor that our tax dollars are spent locally if appropriate and feasible, and to track machinery breakage and damage costs;

AND WHEREAS the Agenda is a public document and this information should be available to foster transparency to our taxpayers;

THEREFORE, Be It Resolved, that beginning at the first meeting of Council in September 2021, the Payables Voucher be returned to the Agenda package for regular Council meetings

**Tabled**

**6. Public Meeting(s)**

**6.1 Zoning By-Law Amendment Z-2021-041 Hammellea Farms**

Mayor Steve Hammell declared a conflict on this item. (Mayor Steve Hammell declared a direct pecuniary interest due to the fact that he is a relative. The applicants are his parents and his brother. )

Mayor Hammell left the Council Chamber prior to the Call to Order of the Public Meeting.

Deputy Mayor Davis called the public meeting to order at 9:17 a.m. He stated that the purpose of the public meeting was to consider a proposed Zoning By-law amendment.

Eric Steele, Planner for the County of Bruce, joined the meeting by teleconference. He noted that the purpose of this application is to permit the severance of a surplus farm dwelling. The proposed Zoning Amendment proposes a site-specific amendment that would prohibit future residential uses on the retained farmlands.

Mr. Steele reviewed the Staff Report with Members of Council.

The severed parcel is proposed to have a lot area of 0.4 ha where the Zoning By-law requires a minimum lot area of 0.5 ha. The proposed reduced lot size would limit the amount of farmland that is needed to be removed from production, while still being of sufficient size to accommodate the existing dwelling and on-site septic system.

The retained parcel is proposed to have a lot area of 33.46 acres, where the By-law requires a minimum lot area of 39 acres. The intent of this provision is to ensure that agricultural lots are of sufficient size to support agricultural operations.

Comments were received from the Municipality of Arran-Elderslie Public Works Manager, requesting confirmation of the location of the proposed road access for the retained farmlands. The Owner confirmed access to be obtained from Concession 2 near the western end of the retained lands.

No other Agencies provided comments.

The Deputy Mayor asked Members of Council if they had any questions. There were no questions raised.

The Deputy Mayor asked if the applicant or agent were present and wished to make a submission. The applicants, Jim and Marie Hammell were present in the Council Chambers and did not have any comment. Land Use Planning Agent for the Applicant, Ron Davidson, was present by teleconference and gave an overview of the application for Council's consideration.

The Deputy Mayor asked if anyone members of the public wished to make a submission either in favour or opposed to the proposed application. No public comments were received.

The Clerk confirmed that no written submissions had been received in relation to the application.

Members of Council and the public were provided a final opportunity for questions prior to the closing of the public meeting.

No further questions were raised and the Deputy Mayor declared the public meeting closed at 9:36 a.m

Mayor Hammell returned to the Council Chambers following the closing of the public meeting and the passing of the associated resolution.

Council passed the following resolution:

**20-314-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher  
Be It Resolved,

That Council receive Staff Report for Zoning Bylaw Amendment – Z-2021-041 for Hammellea Farms; and

That the necessary by-law be prepared for consideration of adoption.

**Carried**

**7. Delegation(s)**

**8. Correspondence**

**8.1 Requiring Action**

**8.1.1 Paisley Artscape Society - Annual Artist on the River event**

Council directed Staff at the July 19th meeting to bring forward a motion to provide a blanket approval to facilitate the road closure for future Artists on the River events without the expressed consent of Council an annual basis.

Council passed the following resolution:

**20-315-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher  
Be It Resolved that Council hereby,

1. Authorize the annual closure of the section of River Street, between Albert Street and James Street for the Paisley Artscape Society Artists on the River event; and

2. That Staff are authorized to facilitate the means necessary for this temporary closure; and

3. That this authorization may be rescinded in the future by Council resolution as appropriate.

**Carried**

**8.1.2 Paisley Bluesfest - Coverall Structure**

Members of Council discussed factors surrounding the proposed coverall structure. There are many considerations such as the location, costs, permits, insurance and maintenance. Council agrees that other stakeholders such as the Rotary Club and Paisley Agricultural Society should be consulted regarding the

proposal. Council suggested that a working group be created to explore the implications of the proposed structure.

Subsequent to further discussion, Council passed the following resolution:

**20-316-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher  
Be It Resolved that Council hereby,

1. Direct Staff to provide a report to be brought back in September to Council regarding the proposed coverall structure brought forward by the Paisley Bluesfest; and
2. That Staff develop a working team including Councillor Kanmacher, Deputy Mayor Davis, The Paisley Rotary Club, The Paisley Agricultural Society and the Paisley Bluesfest.

**Carried**

**8.2 For Information**

Council passed the following resolution:

**20-317-2021**

**Moved by:** Councillor Nickason  
**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**

**9. Staff Reports**

**9.1 CAO/Clerks**

**9.1.1 SRCLK.2021.14 – Commissioning Documents Policy**

Clerk, Christine Fraser-McDonald provided an overview of her report responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**20-318-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

**Be It Resolved that:**

- 1. Council receive Report SRCLK.2021.14 – Commissioning Documents Policy; and**
- 2. That a by-law be prepared for a subsequent Council meeting to adopt a Commissioning Documents Policy.**

**Carried**

9.1.2 SRDPCLK.21.06 Cancel Vacant Unit Rebates and Vacant Excess Discounts

Deputy Clerk, Julie Reid, provided an overview of her report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**20-319-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher  
**Be It Resolved, that Council hereby:**

- 1. Authorize the cancellation of the Vacant Unit Rebates effective for the 2022 taxation year; and**
- 2. That Council Authorize the cancellation of the Vacant and Excess Land Subclass Property Tax discounts effective for the 2022 taxation year; and**
- 3. That a by-law be prepared to enact these changes; and**
- 4. That a copy of the by-law be forwarded to the County of Bruce to advise that the Municipality of Arran-Elderslie has enacted these changes effective for the 2022 taxation year.**

**Carried**

9.1.3 SRDPCLK.21.08 Multi-Municipal Wind Turbine Working Group

Deputy Clerk, Julie Reid, provided an overview of her report responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

**20-320-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

**Be it Resolved, that Council hereby:**

- 1. Approve that the Deputy Clerk, Arran-Elderslie, assume the position of Recording Secretary for the Multi-Municipal Wind Turbine Working Group; and**
- 2. That a copy of this report be provided to the Working Group for their review and final decision.**

**Carried**

## **9.2 Finance**

### **9.2.1 SRFIN.21.28 Covid-19 Cash Handling and Processing Payments Policy**

Treasurer, Tracey Neifer, provided an overview of her report.

Subsequent to further discussion, Council passed the following resolution:

#### **20-321-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be it Resolved, that Council hereby:

- 1. Receive report SRFIN.21.28 regarding Covid-19 Cash Handling and Processing Payments Policy; and**
- 2. That the necessary By-law be prepared to adopt the Covid-19 Cash Handling and Processing Payments Policy.**

**Carried**

### **9.2.2 SRFIN.21.29 Quarterly Financial Report June 30, 2021**

Treasurer, Tracey Neifer, provided an overview of her report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

#### **20-322-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be it Resolved, that Council hereby:

- 1. Receive report SRFIN.21.29 regarding Quarterly Financial Report June 30, 2021; and**

2. That the agreement with James Special Services be funded from the Working Capital Reserve (01-0000-2101) for 2021, and any work directly related to the enforcement of the Building Code Act be funded by the Building Reserve (01-0000-2142).

**Carried**

### **9.3 Public Works**

#### **9.3.1 SUBJECT: SRW.21.27 Bruce County Teeswater Bridge Agreement**

Works Manager, Scott McLeod provided an overview of his report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

#### **20-323-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher  
Be it Resolved, that Council hereby:

1. Receive report SRW.21.27 regarding Bruce County Teeswater Bridge Agreement,
2. That Council gives approval for the Municipality to enter into an agreement with Bruce County for the Reconstruction of Queen Street during the construction of the Teeswater Bridge in Paisley; and
3. That Council request staff to bring forward the costs associated with the Reconstruction of Queen Street in the 2022 and/or 2023 Capital Budget.

**Carried**

#### **9.3.2 SRW.21.26 Equipment Purchase – Single Axle Sander/Snowplow Truck**

Works Manager, Scott McLeod provided an overview of his report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

#### **20-324-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be it Resolved, that Council hereby:

1. Receive report SRW.21.26 for information - Equipment Purchase, and
2. That Council authorizes staff to proceed with the purchase of a used single axle sander/plow truck for up to \$60,000, and
3. That the purchase be financed from the Reserve for Winter Control (01-0000-2120).

**Carried**

#### **9.4 Building/Bylaw**

#### **9.5 Facilities, Parks and Recreation**

##### **9.5.1 SREC.21.18 Paisley Legion Window Replacement**

Recreation Manager, Carly Steinhoff, provided an overview of her report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

##### **20-325-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be it Resolved, that Council hereby:

1. Receive the Report SRREC.21.18 regarding the Paisley Town Hall Window Replacement project; and
2. That Council approve Premier Windows and Doors Ltd., to complete three (3) south facing windows at a cost of \$ 5387.76, excluding applicable taxes.

**Carried**

##### **9.5.2 SRREC.21.19 Paisley Town Hall Lift Project**

Recreation Manager, Carly Steinhoff, provided an overview of her report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

##### **20-326-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher  
Be It Resolved, that Council hereby:

1. Receive report SRREC.21.19 regarding the Paisley Town Hall Lift Project; and
2. That Council hereby approve Domm Construction to complete the Paisley Town Hall Lift project at a cost of \$ 194,840.00, excluding applicable taxes; and
3. That \$4,281 be transferred from Working Capital Reserve (01-0000-2101) to the Municipal Building Reserve (01-0000-2112) to finance the additional costs of the project.

**Carried**

## **9.6 Emergency Services**

## **9.7 Economic Development and Planning**

## **10. Reports of Members**

### Davis:

Deputy Mayor Davis commented on the speeding concerns within the communities.

Staff noted that this matter was on the agenda later in the meeting for discussion.

### Bell:

Councillor Bell inquired when the bylaw enforcement services would be starting. He will be attending a Chesley Place meeting tomorrow, August 10th and would like to resume attendance at the Multi-Municipal Wind Turbine Working Group Meetings. He witnesses the speeding concerns on a regular basis.

Staff commented that the bylaw enforcement contract is currently under review and will be at the September 13th meeting. The Township of Chatsworth have agreed in principal to terminate the agreement as of August 1, 2021 which will go to their Council in September.

### Dudgeon:

Councillor Dudgeon reported that the crime within the municipality is heating up again and the police are working to mitigate the issues.

### Greig:

Councillor Greig has spoken with Grey Sauble Staff regarding the Arran Lake grading issues. He provided an update on Tara Minor Ball. Councillor Greig

noted that the Food Town in Tara has changed hands and it would be nice to see a formal welcome to the new owners.

Kanmacher:

Councillor Kanmacher spoke about the Trinity Grant proposal which she hopes will be successful and noted how successful the Paisley Bluesfest concerts have been. The Paisley Artist on the River Event took place this past Saturday. She is attending the meeting with Chesley Place on August 10th.

Nickason:

Councillor Nickason attended the BASWRA meeting on July 29th and the Invermay bridge meeting last week. He also attended to assist at the two Covid clinics held in Arran-Elderslie. He has received a few complaints regarding the grading of the Grey Sauble Conservation Area parking lot at Arran Lake.

Hammell:

Mayor Hammell noted that at the July transportation meeting for the County of Bruce, there were locations identified to have speed reduction measures put in place. He also attended the two Covid Clinics recently.

Mayor Hammell read a thank you note from the Paisley Central School history award winner, Avery Davidson.

**11. Health and Safety**

**12. Other Business**

**12.1 Speeding Concerns within the Communities**

Councillor Kanmacher contacted Staff and requested that the issue of speeding within the Town of Paisley be brought forward for Council discussion. She wanted Council to consider drafting a letter to the County of Bruce to request that specific measures be explored to help minimize the speed of traffic through the town.

Staff discussed this request and noted that similar concerns had been raised in other communities within Arran-Elderslie and proposed drafting a motion to encompass all the areas of concern.

Members of Council provided their comments regarding the speeding concerns within the communities. Speeding is not only an issue within the town limits but it is a problem everywhere.

Subsequent to further discussion, Council passed the following resolution:

**20-327-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

1. Direct Staff to draft a letter on behalf of Council to address the speeding concerns on County roads approaching and within the communities of Arran-Elderslie, specifically County Road 10 through Chesley and Tara and County Road 3 through Paisley; and
2. That a copy of this letter be provided to the Ontario Provincial Police (OPP); and
3. That Staff work with County Staff and the OPP to address the concerns and develop suitable solutions to address the issues in these areas such as crosswalks, traffic light and the possibility of photo radar; and
4. That Staff work with the County to research the process of establishing Community Safety Zones.

**Carried**

**13. Notice of Motion**

**14. By-laws**

**14.1 By-Law No. 49-2021 Z-2021-041 Hammelea Farms - Zoning By-law Amendment**

Mayor Steve Hammell declared a conflict on this item. (Mayor Hammell declared a direct pecuniary interest due to the fact that his is a relative. The applicants are his parents and his brother.)

Mayor Hammell left the Council Chambers during the passing of this by-law and returned subsequent to the vote being taken.

Council passed the following resolution:

**20-328-2021**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Kanmacher

Be It Resolved that By-law No.49-2021 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 49-2021 being a By-law to amend Schedule A of By-Law No. 36-09, as amended (being the Comprehensive Zoning By-Law of the Municipality of Arran-Elderslie) Re: Concession 2 Part Lot 30, Geographic Township of Arran, 257 Concession 2, Geographic Township of Arran.

**Carried**

**14.2 By-Law No. 50-2021 Adopt a Staff Code of Conduct**

Council passed the following resolution:

**20-329-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be It Resolved that By-law No. 50-2021 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 50-2021 being a By-law to adopt a Staff Code of Conduct

**Carried**

**19. Confirming By-law**

Council passed the following resolution:

**20-330-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be It Resolved that By-law No. 51-2021 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 No. 51-2021 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, August 9, 2021.

**Carried**

**20. Adjournment**

Council passed the following resolution:

**20-331-2021**

**Moved by:** Councillor Nickason  
**Seconded by:** Councillor Kanmacher

Be It Resolved that the meeting be adjourned to the call of the Mayor at 11:38 a.m.

**Carried**

**21. List of Upcoming Council meetings**

Monday, September 13, 2021

Monday, September 27, 2021

Tuesday, October 12, 2021

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Steve Hammell, Mayor

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Christine Fraser-McDonald, Clerk