



Municipality of Arran-Elderslie  
Council Meeting - C#15-2020  
June 8, 2020 at 9:00 a.m.  
Council Chambers

## Minutes

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### Members Present in Council Chambers

Mayor Steve Hammell

### Members Present Electronically:

Deputy Mayor Mark Davis (arrived at 9:39 a.m.)

Councillor Melissa Kanmacher

Councillor Brian Dudgeon

Councillor Ryan Greig

Councillor Doug Bell

Councillor Ryan Nickason

### Staff Present in Council Chambers:

B. Jones, CAO/Clerk

C. Fraser-McDonald, Deputy Clerk (recording secretary)

T. Neifer – Treasurer

### Staff Present Electronically:

C. Steinhoff, Recreation Manager

L. Fullerton, Community Development Co-ordinator

S. McLeod, Works Manager

Mayor Hammell called the meeting to order at 9:00 a.m. A quorum was present. Mayor Hammell requested that the agenda be amended for an additional report from the Works Manager.

### 1. Adoption of Agenda

Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that the agenda for the Council Meeting of June 8, 2020 be received and adopted, as distributed by the CAO/Clerk.

**Carried Resolution #15-252-2020**

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

None declared.

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

3.1 Regular Council Meeting C#14-2020 held May 25, 2020.

Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session C#14-2020 held May 25, 2020 as circulated.

**Carried Resolution #15-253-2020**

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

**5. Public Meeting(s) ) – None**

**6. Presentation(s) – None**

**7. Delegation(s) – None**

### **8. Correspondence**

#### **8.1 Requiring Action**

8.1.1 – Bruce County Federation of Agriculture - Approve the operation of Local Farmers Markets to Operate for 2020

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that the Council of the Municipality of Arran-Elderslie approves the operation of Local Farmers Markets to operate for 2020 as an essential service for both the respective producers and consumers to purchase high-quality local food. This approval will be made and the approval to operate will allow markets, usually located on Municipal property, to continue using those locations where their markets are established. This approval recognizes the need for social distancing and with markets working in collaboration with the local Health Unit to develop appropriate operating procedures to ensure everyone's safety.

**Carried Resolution #15-254-2020**

8.1.2 – Provincially Significant Wetland Designation – Northumberland County  
Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be it Resolved that the Council of the Municipality of Arran-Elderslie receives and supports the resolution passed by the County of Northumberland regarding Provincially Significant Wetland Designations.

**Carried Resolution #15-255-2020**

### 8.1.3 - Township of Puslinch Resolution – Support Conservation Authorities

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be it Resolved that the Council of the Municipality of Arran-Elderslie receives and supports the resolution passed by the Township of Puslinch regarding support for Conservation Authorities.

**Carried Resolution #15-256-2020**

## **8.2 For Information**

8.2.1 – SMART Quarterly Report

8.2.2 – Bruce County Emergency Business Sustainability Loan

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

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 Resolution #15-257-2020**

## **9. Staff Reports**

### **9.1 CAO/Clerk – Christine Fraser-McDonald**

#### 9.1.1 SRCLK.20.10 - Cultural Action Plan and Archaeological Management Plan

Deputy Clerk, Christine Fraser-McDonald, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that Council receive Report SRCLK.20.10, Cultural Action Plan and Archaeological Management Plan, for information purposes.

**Carried Resolution #15-258-2020**

### 9.1.2 SRCLK.20.11 – Christmas Holiday Closure – Administration Building

Deputy Clerk, Christine Fraser-McDonald, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be It Resolved

- 1) That SRCLK.20.11 be received – Christmas Holiday Closure – Administration Building; and
- 2) That Council supports the closure of the administration building between Christmas and New Year's Day for 2020/2021 (December 24<sup>th</sup> – January 1<sup>st</sup>) inclusive; and
- 3) At the time of the closure, staff will be required to use their vacation time or take time unpaid, based on availability or any combination to cover the closure; and
- 4) That the actual days of closure, from one year to the next, shall be determined by Council.

**Carried Resolution #15-259–2020**

## **9.2 Treasurer - Tracey Neifer**

### 9.2.1 – SRFIN.20.34 - Municipal Asset Management Program Grant

Tracey Neifer, Treasurer, discussed her report and responded to questions from Members of Council. She noted that there was an amendment to the proposed motion after discussions with the Public Service Digest representative. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be It Resolved

- 1) That SRFIN.20.34 be received – Municipal Asset Management Program Grant, and,
- 2) That Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Plan – Current Levels of Service Phase 1, and
- 3) That the Municipality commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities'

Municipal Asset Management Program to advance our asset management program:

- i. Develop asset management activities and frameworks that will assist the municipality in meeting O.Reg.588/17 standards/requirements by July 1, 2021
  - ii. Review and identify gaps in data collection between Asset Management and GIS System
- 4) That the Municipality commits \$12,500 from its budget toward the costs of this initiative.

**Carried Resolution #15-260–2020**

#### 9.2.2 - SRFIN.20.35 - Update on Tax Relief During Covid-19

Tracey Neifer, Treasurer, discussed her report and responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be It Resolved

- 1) That SRFIN.20.35 be received – Update on Tax Relief During Covid-19; and
- 2) That By-Law 38-2020 being a by-law to provide for a 2020 interim tax levy and to provide for the payment of taxes be presented for Council consideration.

**Carried Resolution #15-261–2020**

#### 9.2.3 - SRFIN.20.36 – Financial Report April 30, 2020

Tracey Neifer, Treasurer, discussed her report and responded to questions from Members of Council. Council give the Treasurer direction to present the financial reports on a quarterly schedule. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be It Resolved that Report SRFIN.20.36 be received for information – Financial Report April 30, 2020.

**Carried Resolution #15-262–2020**

### **9.3 Works Manager – Scott McLeod**

#### 9.3.1 SRW.20.14 – Blue Box Transition

Scott McLeod, Works Manager, Manager, responded to questions from Members of Council. Councillor Nickason noted that the companies will be recycling themselves rather than sending it off. Subsequent to further

discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be it Resolved

- 1) That Council select a Blue Box Transition date of December 31, 2025; and
- 2) Further that Council consider the resolution regarding transitioning the Municipal Blue Box program to full producer responsibility as recommended within Report SRW.20.14.

**Carried Resolution #15-263-2020**

Following further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

WHEREAS the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing area of public concern;

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly;

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is a critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

WHEREAS the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome;

WHEREAS the Municipality of Arran-Elderslie is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products;

AND WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

THEREFORE BE IT RESOLVED:

THAT the Municipality of Arran-Elderslie would like to transition their Blue Box program to full producer responsibility by December 31, 2025;

AND THAT this decision is based on the following rationale:

- 1) That the Municipality of Arran-Elderslie is a small rural Municipality that is a cooperative member/shareholder (includes 7 lower tier municipalities within

- Bruce County) of an existing non-profit recycling organization known as Bruce Area Recycling.
- 2) The Municipality of Arran-Elderslie is under a Service Agreement with Bruce Area Recycling for the collection, sorting and recycling of many existing Blue Box materials.
  - 3) A Member of Municipal Council is on the Board of Directors for Bruce Area Recycling, and
  - 4) The future operations of Bruce Area Recycling is now uncertain given the discussion surrounding Full Producer Responsibility.

AND THAT Municipality of Arran-Elderslie would be interested in providing collection services to Producers should we be able to arrive at mutually agreeable commercial terms.

AND FURTHER THAT any questions regarding this resolution can be directed to Bill Jones, CAO/Clerk at the Municipality of Arran-Elderslie;

AND FURTHER THAT the resolution be forwarded to the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.

**Carried Resolution #15-264-2020**

#### 9.3.2 – SRW.20.15 – Sidewalk Assessment Study

Scott McLeod, Works Manager, Manager, responded to questions from Members of Council. Council directed staff to investigate if this project could be funded from the efficiency fund or be taken from reserves. Councillor Bell asked if there was going to be a watering system on the Chesley Bridge to water the flowers. The Works Manager noted that there is no watering system. Councillor Bell also thanked the Works Manager for cleaning up the Chesley Cemetery. Bill Jones confirmed that the PRIDE flag will be put up as soon as possible.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be it Resolved that Council approve a Sidewalk Assessment Study by GSS Engineering while completing the 2020 Road Need Study to conform to the July 1<sup>st</sup>, 2021 Asset Management Plan.

**Carried Resolution #15-265-2020**

#### 9.3.3 – SRW.20.16 – Approve Purchase of Signs and Safety Devices

Scott McLeod, Works Manager, Manager, responded to questions from

Members of Council. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be it Resolved that the Council of the Municipality of Arran-Elderslie awards the tender for the purchase of signs to Cedar Signs in the amount of \$3,341.41 including taxes.

**Carried Resolution #15-266-2020**

#### **9.4 Building Department – Pat Johnston**

##### 9.4.1 – SRCBO.20.05 - May Building Report

Pat Johnston, Chief Building Official, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that Council receives Report SRCBO.20.05 - May Building Report Building Permits, for information purposes.

**Carried Resolution #15-267-2020**

#### **9.5 Recreation Department – Carly Steinhoff**

##### 9.5.1 – SRREC.20.11- Outdoor Public Washrooms

Carly Steinhoff, Recreation and Facilities Manager, responded to questions from Members of Council. Council requested that the motion be amended to allow some washrooms to be opened.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved

- 1) That SRREC 20.11 be received – Outdoor Public Washrooms; and
- 2) That Council direct staff regarding the reopening of outdoor public washrooms based on the information contained within this report.
- 3) That Council supports the opening of public washrooms and that students be utilized to undertake the weekend maintenance of the washrooms, as per Health Unit cleaning protocols.
- 4) And that the number and locations of washrooms being opened and maintained are at the call of the Recreation Manager.

**Carried Resolution #15-268-2020**

### 9.5.2 – SRREC.20.12 - Summer Recreation Programs

Carly Steinhoff, Recreation and Facilities Manager, responded to questions from Members of Council. She noted that there is some staff at the Chesley pool as they are trying to source the existing leak.

Council directed staff to cancel the pool and day camp programs.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be It Resolved

- 1) That SRREC 20.12 be received – Summer Recreation Programs; and
- 2) That Council provide direction to staff regarding 2020 summer recreation programs based on the information provided within this report.
- 3) Due the impacts of Covid-19, and to protect the health and safety of staff and the public, that Council recommends that pool not open for the 2020 season and that Day camp programs not operate in 2020.

**Carried Resolution #15-269–2020**

### **9.6 Fire Departments – None**

### **9.7 Community Development Co-ordinator – Laura Fullerton**

#### 9.7.1 – SRECDEV.20.11 – Arran-Elderslie Youth Initiatives Update

Laura Fullerton, Community Development Co-ordinator, responded to questions from Members of Council. She also discussed the previous webinar with local business owners.

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason  
Seconded by: Councillor Bell

Be It Resolved that SRECDEV.19.03 be received –Arran-Elderslie Youth Initiatives Update and Council accept the report for information.

**Carried Resolution #15-270–2020**

### **9.8 Planning Department - None**

## **10. Reports of Members of Council**

Davis:

Deputy Mayor Davis had questions about the new website and if the calcium had been placed on the gravel roads.

Dudgeon:

Councillor Dudgeon had nothing to report.

Greig:

Councillor Greig noted that he had received a lot of compliments regarding the website and how it was easy to navigate. He also noted that minor ball may be approaching Council for a reduced fee for the use of the diamonds.

Kanmacher:

Councillor Kanmacher participated in a “We Care” zoom meeting regarding children’s mental health. She also received a message regarding the skateboard park and why the equipment is in the Chesley park when it was donated to Paisley.

She also thanked the Works Manager regarding the dike maintenance in Paisley. She asked about the Paisley Fire Hall. Bill Jones noted that he has contacted a realtor for an appraisal and will bring back information regarding a date for a meeting at the next Paisley Fire meeting.

Nickason:

Councillor Nickason attended a BASRW meeting.

Bell:

Councillor Bell noted that there is a digital marketing campaign for doctor recruitment.

Hammell:

Mayor Hammell attended the Emergency Control meeting on Wednesday morning. He also has a Friday morning phone call with Michael Barrett, CEO of the Chesley Hospital. The speed sign in Invermay has been successful. The Tara Rotary Bridge is now in place. Bruce County has several programs for business owners to apply for loans and/or grants.

11. **Health and Safety** – None
12. **Other Business** – None
13. **Notice of Motion** – Councillor Kanmacher

Councillor Kanmacher presented a Notice of Motion to Council. She noted that it was brought to her attention by a member of the community

regarding Dr. Milne Park in Paisley. She was shocked at the state of the park and felt it was a bit dangerous and the trails that did not have handrails. She also asked if there was a decline in the number of staff and if this contributed to the decline of the park.

Council directed that this be brought to the next Council meeting as a staff report.

**14. By-law(s)-**

**14.1 – 36-2020 – Zoning By-law Amendment – Gingrich**

Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that By-law No. 36-2020 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 31-2020 being a By-law amend By-law No. 36-09, as amended, being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing thereon from A1-12-General Agriculture-Special to A1-36-2020-General Agriculture Special and H1-Holding Zone the zoning of the subject lands, as outlined in Schedule 'A', attached hereto and forming a part of this By-law, on the lands described as Part Lots 28 and 29, Concession 6, geographic Township of Elderslie.

**Carried Resolution #15-271–2020**

**14.2 – By-law 37-2020 – Zoning By-law Amendment - Stade**

Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that By-law No. 37-2020 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 37-2020 being a By-law to amend By-law No. 36-09, as amended, being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing thereon from R1- Low Density Single to R3-37-2020-Medium Density Residential Special the zoning of the subject lands, as outlined in Schedule 'A', attached hereto and forming a part of this By-law on the lands described as Part Lot 31, Concession 1, Part 2, RP 3R6423, geographic Township of Elderslie.

**Carried Resolution #15-272–2020**

14.3 – 38-2020 – 2020 Interim Tax Levy

Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that By-law No. 38-2020 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 38-2020 being a By-law to provide for a 2020 interim tax levy and to provide for the payment of taxes.

**Carried Resolution #15-273–2020**

**15. Confirming By-law**

By-law 39-2020 – Confirming By-law

Councillor passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that By-law No. 39-2020 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 39-2020 being a By-law to confirm the proceedings of the Council meeting of the Municipality of Arran-Elderslie held June 8, 2020.

**Carried Resolution #15-274-2020**

**16. Adjournment**

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be It Resolved that the meeting be adjourned to the call of the Mayor at 11:30 a.m.

**Carried Resolution #15-275-2020**

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Steve Hammell, Mayor

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Bill Jones, CAO/Clerk