



## MUNICIPALITY OF ARRAN-ELDERSLIE

### Council Meeting - C#06-2019

Friday, February 22<sup>nd</sup>, 2019  
9:00 a.m.

Council Chambers  
Municipal Administration Offices  
1925 Bruce County Road 10  
Chesley, Ontario

His Worship  
Mayor Steve Hammell

### MINUTES

A meeting of the Council of the Municipality of Arran-Elderslie was held on Friday, February 22<sup>nd</sup>, 2019 at 9:00 a.m. in the Council Chambers.

The following Members of Council were present:

Mayor Steve Hammell (Chair)  
Deputy Mayor Mark Davis  
Councillor Doug Bell  
Councillor Brian Dudgeon  
Councillor Ryan Greig  
Councillor Melissa Kanmacher  
Councillor Ryan Nickason

The following members of Staff were present:

P. Rouse, Clerk-Administrator  
D. Hunks, Treasurer  
S. McLeod, Public Works Manager  
P. Johnston, Chief Building Official  
C. Steinhoff, Facilities, Parks & Recreation Manager

#### 1. Adoption of Agenda

Moved by: Councillor Bell

Seconded by: Councillor Nickason

*Be It Resolved*, That the agenda for the Council Meeting of February 22<sup>nd</sup>, 2019 be received and adopted, as distributed by the Clerk.

**Carried Resolution # 06 – 104 – 2018**

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

There were no disclosures of pecuniary interest by Members of the Committee under the *Municipal Conflict of Interest Act* at this time.

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

3.1 Regular Council Meeting C#05-2018 held February 11<sup>th</sup>, 2019

Moved by: Deputy Mayor Davis

Seconded by: Councillor Bell

*Be It Resolved*, That Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session C#05-2019 held Monday, February 11<sup>th</sup>, 2019, as circulated.

**Carried Resolution # 06 – 105 – 2019**

**4. Business Arising from the Minutes – None**

**5. Public Meeting(s) – None**

**6. Presentation(s) – None**

**7. Delegation(s)**

**7.1 Harold G. Elston, Integrity Commissioner for the Corporation of the Municipality of Arran-Elderslie**

*Harold G. Elston, Integrity Commissioner for the Corporation of the Municipality of Arran-Elderslie addressed Council, providing an orientation presentation. His presentation covered legislation, Conflicts of interest, Integrity commissioner, Roles of council, Code of conduct, Advice, Investigations and Common complaints.*

*Mr. Elston responded to questions from members of Council.*

*A recess was held at this time (10:45 a.m. – 10:59 a.m.).*

**7.2 Sgt. Peter Marshall - Municipal Policing Bureau - Municipal Policing Costs between Section 5.1 and Section 10 Policing Model**

*Sgt. Peter Marshall from the Municipal Policing Bureau of the Ontario Provincial Police addressed Council, providing information regarding the difference between a Section 5.1 and Section 10 Policing Model.*

*Sgt. Marshall responded to questions from members of Council.*

*A recess was held at this time (12:47 p.m. – 1:35 p.m.).*

**8. Correspondence**

**8.1 Requiring Action – None**

**8.2 For Information**

*Subsequent to discussion, Council passed the following resolution:*

Moved by: Councillor Nickason

Seconded by: Councillor Bell

*Be It Resolved*, That Council of the Municipality of Arran-Elderslie receives, notes and files correspondence on the Council Agenda for information purposes:

8.2.1 BDO – Audit Planning Report to Members of Council for the year ended December 31<sup>st</sup>, 2018

8.2.2 Ministry of Finance – Office of the Minister – Update – 2019 Ontario Municipal Partnership Fund (OMPF)

8.2.3 Ministry of Finance – Office of the Deputy Minister – Ontario Cannabis Legalization Implementation Fund – Second Payment

**Carried Resolution # 06 – 106 – 2019**

**8.3 Events/Notices – None**

**9. Staff Reports**

**9.1 Clerk-Administrator – Peggy Rouse**

**9.1.1 SRCLK.19.13 – Request for Comments – B-8-2019.51 – Barry's Construction**

*P. Rouse, Clerk-Administrator, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:*

Moved by: Councillor Nickason

Seconded by: Councillor Greig

*Be It Resolved,*

- 1) That SRCLK.19.13 be received – Request for Comments – B-8-2019.51 – Barry's Construction and Insulation Ltd. c/o Stuart Doyle;
- 2) That Council directs staff to submit to the County of Bruce Planning and Economic Development Department, the Municipality's position of no objection to permit a severance of the property owned by Barry's Construction and Insulation Ltd., described as Arran Concession 8 Part Lot 29 Plan 29 Pt Park Lot 5, Plan 220 Park Lot J Pt Park Lot K, RP 3R9158 Pt Part 1 (Tara), Municipality of Arran-Elderslie and located at 97 Brook Street West Tara by imposing the following conditions of granting for Consent File No. B-8-2019.51:
  - a) That a surveyor's drawing be completed and a copy filed with the Municipal Clerk, the Registrar and two (2) copies filed with the Approval Authority for the County of Bruce;
  - b) That the owner/applicant applies for and obtains approval of a medication to conditions of draft plan of subdivision 41T-2010-04.49 to remove Lot 1 from the limits of the subdivision and that all costs of such approval shall be borne by the owner/applicant.

**Carried Resolution # 06 – 107 – 2019**

9.1.2 SRCLK.19.14 – Christmas Holiday Closure – Administration Office

*P. Rouse, Clerk-Administrator, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:*

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Davis

*Be It Resolved,*

- 1) That SRCLK.19.14 be received – Christmas Holiday Closure – Administration Building;
- 2) That Council supports the closure of the administration building between Christmas and New Year's Day for 2019 (December 25<sup>th</sup> – December 31<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 # 06 – 108 – 2019**

9.1.3 SRCLK.19.15 – License of Occupation – Bruce Telecom

*P. Rouse, Clerk-Administrator, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:*

Moved by: Deputy Mayor Davis

Seconded by: Councillor Bell

*Be It Resolved,*

- 1) That SRCLK.19.15 be received – License of Occupation – Bruce Telecom;
- 2) That Council approve the installation of communication equipment on top of the Chesley Water Tower;
- 3) That the necessary by-law be prepared to authorize the Mayor and Clerk to execute the agreement between Bruce Telecom and the Municipality of Arran-Elderslie; and

- 4) That the agreement will not be signed until the Municipality received approval from the Municipality's engineer for the layout of the installation of the equipment.

**Carried Resolution # 06 – 109 – 2019**

9.1.4 SRCLK.19.16 – Additional Equipment – License of Occupation – Xplornet Communications Inc.

*P. Rouse, Clerk-Administrator, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:*

Moved by: Deputy Mayor Davis

Seconded by: Councillor Bell

*Be It Resolved,*

- 1) That SRCLK.19.16 be received – Additional Equipment - License of Occupation – Xplornet;
- 2) That Council approve the installation of additional communication equipment on top of the Chesley Water Tower;
- 3) That the necessary by-law be prepared to authorize the Mayor and Clerk to execute the amending agreement between Xplornet and the Municipality of Arran-Elderslie; and
- 4) That the agreement will not be signed until the Municipality received approval from the Municipality's engineer for the layout of the installation of the equipment.

**Carried Resolution # 06 – 110 – 2019**

9.1.5 SRCLK.19.17 – Amend Municipal Code – Revised Disposal of Surplus Goods (SRCLK.19.11 – Amend Municipal Code – Disposal of Surplus Goods (February 11<sup>th</sup>, 2019))

*P. Rouse, Clerk-Administrator, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolutions:*

Moved by: Councillor Kanmacher

Seconded by: Councillor Dudgeon

*Be It Resolved,* That Council of the Municipality of Arran-Elderslie take from the table and consider resolution 05 – 082 – 2019 tabled February 11<sup>th</sup>, 2019, regarding disposal of surplus goods.

**Carried Resolution # 06 – 111 – 2019**

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Davis

*Be It Resolved,*

- 1) That SRCLK.19.17 be received – Amend Surplus Asset Policy; and
- 2) That the Municipal Code – Schedule A – General Government – Finance: Procurement Policy be amended in regards to the Disposal of Surplus Goods.

**Carried Resolution # 06 – 112 – 2019**

9.1.6 SRCLK.19.18 – Organizational – Recommended Next Steps

*P. Rouse, Clerk-Administrator, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolutions:*

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Davis

*Be It Resolved,*

- 1) That SRCLK.19.18 be received – Organizational – Recommended Next Steps;

- 2) That Council approve to proceed with the recommended next steps with Ward & Uptigrove Human Resources Solutions (W&U), subject to costing approved by Council before we proceed;
- 3) That Council approve that W&U receive a copy of the Confidential Report from Bruce County Human Resources and be allowed to contact them to get a better understanding of the recommendations;
- 4) That this purchase be exempt in accordance with Article 4.7 of By-law No. 59-09, Purchasing Policies and Procedures, as amended.

**Carried Resolution # 06 – 113 – 2019**

## 9.2 Treasurer – David Hunks

### 9.2.1 Accounts Payable Voucher #4-2019 dated February 22<sup>nd</sup>, 2019

*Councillor Bell declared a pecuniary interest as his daughter and son-in-law own Barclay Wholesale Ltd., which appears in Accounts Payable Voucher #04-2019.*

*D. Hunks, Treasurer, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:*

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Davis

*Be It Resolved, That Accounts Payable Voucher #04-2019 dated February 22<sup>nd</sup>, 2019 in the amount of \$ 529,823.14 be approved for payment as submitted by the Treasurer,*

**Carried Resolution # 06 – 114 – 2019**

## 9.3 Works Manager – Scott McLeod

### 9.3.1 SRW.19.09 – Award Request for Utility Services Locator

*S. McLeod, Public Works Manager, responded to questions from Members of Council. Subsequent to further discussion, Council passed the following resolution:*

Moved by: Deputy Mayor Davis

Seconded by: Councillor Nickason

*Whereas, the award of one (1) Utility Services Locator, as outlined, has been recommended by the Works Manager in report SRW.19.09; therefore*

*Be It Resolved,*

- 1) That SRW.19.09 be received – Award Request for the purchase of a new Utility Services Locator; and
- 2) That Council grant 2019 pre-budget approval and award the quotation for the supply of one (1) Radiodetection 7100DI to Cansel in the amount of \$ 5,180.00 (excluding applicable taxes), being financed from Account Number 01-0000-2136 Arran-Elderslie Water Reserves.

**Carried Resolution # 06 – 115 – 2019**

## 9.4 Building Department – Pat Johnston

### 9.4.1 SRCBO.19.03 – Building Permits – January 2018

*Subsequent to further discussion, Council passed the following resolution:*

Moved by: Councillor Kanmacher

Seconded by: Councillor Dudgeon

*Be It Resolved, That SRCBO.19.02 – Building Permits – January 2019 – be received for information purposes.*

**Carried Resolution # 06 – 116 – 2019**

## 9.5 Recreation Department – Carly Steinhoff – None

**9.6 Fire Departments – None****9.7 Planning Department – Jacob Van Dorp – None****10. Reports of Members of Council**Bell:

Councillor Bell advised that he attend the Chesley & Area Fire Board meeting on February 13<sup>th</sup>, 2019, the Multi-Municipal Wind Turbine Group meeting on February 14<sup>th</sup> and the Chesley Chamber of Commerce meeting.

Nickason:

Councillor Nickason advised that he will be attending the OGRA Conference in Toronto next week.

Kanmacher:

Councillor Kanmacher advised that she had nothing additional to report that has not already been discussed.

Greig:

Councillor Greig advised that he had met with staff regarding placing the Paisley Library in the Community Centre in Paisley and will be attending the Annual General Meeting for the Grey Sauble Conservation Authority on Friday, March 1<sup>st</sup> at the administration centre.

Dudgeon:

Councillor Dudgeon advised that he had nothing additional to report that has not already been discussed.

Deputy Mayor Davis:

Deputy Mayor Davis advised that he had nothing additional to report that has not already been discussed.

Mayor Hammell:

Mayor Hammell updated council regarding his meeting schedule and events since the last council meeting noting that the bridge on Concession 6 Tara in front of the Arran Works Garage and reported on the changes on Paramedic Service in Chesley.

**11. Health and Safety – None****12. Other Business****13. Notice of Motion – None****14. By-law(s)****14.1 19-2019 – Fit for Work – Drug and Alcohol Policy**

Moved by: Councillor Nickason

Seconded by: Councillor Bell

*Be It Resolved*, That By-law No. 19-2019 be introduced and taken as read a first and second time, being a By-law to Adopt a Fit for Work – Drug and Alcohol Policy.

**Carried Resolution # 06 – 117 – 2019**

Moved by: Councillor Bell

Seconded by: Councillor Nickason

*Be It Resolved*, That By-law No. 19-2019 be taken as read a third and final time; to be signed, sealed and engrossed in the By-law Book.

**Carried Resolution # 06 – 117 – 2019**

**14.2 20-2019 – Council Staff Relations Policy**

Moved by: Councillor Bell

Seconded by: Councillor Nickason

*Be It Resolved*, That By-law No. 20-2019 be introduced and taken as read a first and second time, being a By-law to Adopt a Council Staff Relations Policy.

**Carried Resolution # 06 – 118 – 2019**

Moved by: Councillor Nickason

Seconded by: Councillor Bell

*Be It Resolved*, That By-law No. 20-2019 be taken as read a third and final time; to be signed, sealed and engrossed in the By-law Book.

**Carried Resolution # 06 – 118 – 2019**

14.3 21-2019 – Authorize Execution– Ontario Trillium Foundation for Grant Funding Agreement – Pedestrian Bridge in Tara

Moved by: Councillor Greig

Seconded by: Deputy Mayor Davis

*Be It Resolved*, That By-law No. 21-2019 be introduced and taken as read a first and second time, being a By-law to authorize the execution of an agreement with the Ontario Trillium Foundation for grant funding for the pedestrian bridge in the Village of Tara.

**Carried Resolution # 06 – 119 – 2019**

Moved by: Deputy Mayor Davis

Seconded by: Councillor Greig

*Be It Resolved*, That By-law No. 21-2019 be taken as read a third and final time; to be signed, sealed and engrossed in the By-law Book.

**Carried Resolution # 06 – 119 – 2019**

**15. Resolution to Move into Closed Session and General Nature Thereof**

*The Mayor advised that Council will go into closed session at 2:44 p.m. for the purpose of matters identified in the motion below.*

Moved by: Councillor Kanmacher

Seconded by: Councillor Nickason

*Be It Resolved*, That Council of the Municipality of Arran-Elderslie does now go into closed session to discuss an item(s) which relates to:

- 1) *Personal matters about an identifiable individual, including municipal or local board employees;*
- 2) *Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and*
- 3) *Advice that is Subject to solicitor-client privilege, including communications necessary for that purpose (Johnston Litigation), pursuant to Section 239(2) of the Municipal Act, 2001, as amended.*

*Staff authorized to Remain: Clerk*

**Carried Resolution # 06 – 120 – 2019**

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

*Council arose from closed session and the regular session resumed at 5:10 p.m. The Mayor confirmed that Council discussed only those matters identified in the motion above.*

**17. Adoption of Recommendations Arising from Closed Session**

Moved by: Councillor Kanmacher

Seconded by: Councillor Nickason

*Whereas*, Council of the Corporation of the Municipality of Arran-Elderslie is entering a new term in a spirit of optimism and opportunity; and

*Whereas*, Council's goal is to ensure that the Municipality advances its aims, following best practices and up-to-date sector standards; and

Whereas, Council also believes that the Municipality's greatest asset is its staff and that staff should be equipped with the skills and training required to advance the goals and direction of Council; and  
Whereas, Council feels there is merit in considering options for a high level review of the municipality's policies, procedures and best practices that includes engagement with Council and the Clerk-Administrator; therefore

*Be It Resolved*, That Council of the Municipality of Arran-Elderslie does agree to invite Murray Clarke, Acting Chief Administrative Officer of the County of Bruce to assist with identifying options and provide recommendations to advance the aims set out in this resolution.

**Carried Resolution # 06 – 123 – 2019**

**18. Confirming By-law**

By-law 22-2019 – Confirming By-law

Moved by: Councillor Bell

Seconded by: Councillor Nickason

*Be It Resolved*, That By-law No. 22-2019 be introduced and taken as read a first and second time, being a By-law to confirm the proceeding of the council meeting of the Municipality of Arran-Elderslie held February 22<sup>nd</sup>, 2019.

**Carried Resolution # 06 – 124 – 2019**

Moved by: Councillor Nickason

Seconded by: Councillor Bell

*Be It Resolved*, That By-law No. 22-2019 be taken as read a third and final time; to be signed, sealed and engrossed in the By-law Book.

**Carried Resolution # 06 – 124 – 2019**

**19. Adjournment**

Moved by: Councillor Greig

Seconded by: Councillor Nickason

*Be It Resolved*, That the meeting be adjourned to the call of the Mayor.

**Carried Resolution # 06 – 125 – 2019**

The meeting was adjourned at 5:15 p.m.

*Original Signed by*

\_\_\_\_\_  
Steve Hammell, Mayor

*Original Signed by*

\_\_\_\_\_  
Peggy, Rouse, Clerk-Administrator