



Minutes of the Regular Town of Erin Council Meeting

April 7, 2015

1:00 PM

Municipal Council Chamber

PRESENT:	Allan Alls	Mayor
	John Brennan	Councillor
	Matt Sammut	Councillor
	Rob Smith	Councillor
	Jeff Duncan	Councillor
STAFF PRESENT:	Kathryn Ironmonger	CAO/Town Manager
	Dina Lundy	Clerk
	Sharon Marshall	Director of Finance
	Larry Van Wyck	Road Superintendent
	Andrew Hartholt	Chief Building Official
	Dan Callaghan	Fire Chief
	Bob Cheetham	Economic Development Coordinator

1. **Call to Order**

Mayor Alls called the meeting to order.

2. **Approval of Agenda**

Resolution # 15-109

Moved By Councillor Sammut

Seconded By Councillor Brennan

Be it resolved that the agenda be approved as amended to add the following items:

- Closed Session - Advice that is subject to solicitor-client privilege - SSMP
- Discuss the need for one further budget meeting
- Schedule strategic meeting - Topic "Vision"

Carried

3. **Declaration Pecuniary Interest - None.**

4. **Community Announcements**

April 11 - UCHS Annual Rabies Clinic, 10am to 1pm

April 18 - Celebrate Erin - Centre 2000

April 25 - Green Legacy Trees - Town of Erin Public Works Yard - 9am to 11am

April 25 - Home & Lifestyles Show - Centre 2000

April 25 - Erin Radio Fundraiser "Davy the Punk" - David's Restaurant 8pm

April 10 - Erin United Church - Ham Dinner, 5pm, 6pm, 7pm sittings and take-out

5. **Adoption of Minutes**

Resolution # 15-110

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council hereby adopts the following meeting minutes as circulated;

March 17, 2015 Public Information Meeting - Angelstone

March 17, 2015 Regular Meeting

April 7, 2015 Regular Meeting

March 24, 2015 Special Closed Meeting
March 24, 2015 Special Budget Meeting #2
March 25, 2015 Public Information Meeting - CBM

Carried

6. Accounts

Resolution # 15-111

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that the accounts in the amount of \$4,876,710.48 be paid.

Carried

7. Delegations/Petitions/Presentations

7.1. Steve Smith, Frank Cowan Company - Insurance Renewal

Steve Smith of Frank Cowan Company explained the Town's Municipal Insurance Program, and changes for the 2015 renewal.

Resolution # 15-112

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council receives the delegation from Steve Smith of Frank Cowan Company regarding the 2015 Municipal Insurance Program Renewal.

Carried

7.2. Robert Williams, Integrity Commissioner - Report on Council Code of Ethics

Mr. Williams presented his periodic report regarding the Council Code of Ethics and the impacts of rescinding the code as well as recommended changes to the code.

Resolution # 15-113

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council receives the Periodic Report 15-02 submitted by Robert J. Williams, Ph.D. Integrity Commissioner, Town of Erin dated March 25, 2015;

And that Council endorses the retention of its Code of Ethics for Elected Officials;

And that Council adopts the proposed amendments to its Code of Ethics for Elected Officials as presented.

Carried

7.3. Presenters - Education Session - Environmental Assessment Process

Ms. Slattery went through her presentation to Council on the MEA Class Environmental Assessment Process. The presentation detailed the principles generally common to all EA processes, the MEA Class Environmental Assessment as it applies to the Town's SSMP, and Council's role and responsibility in the process.

Ms. Furlong went through her presentation to Council regarding the SSMP next steps for the water and wastewater Class EA's, detailing each step in the process. The Water Class EA is a schedule B project, and the Wastewater Class EA is a schedule C project and as such will take approximately 2 years to complete once authorization is given to undertake the next phase of the process.

Resolution # 15-114

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the presentation from Barb Slattery, Ministry of the Environment and Climate Change, regarding the Municipal Class EA process;

And that Council receives the presentation from Christine Furlong and Paul Ziegler, Triton Engineering, regarding the SSMP next steps.

Carried

Items added during approval of the Agenda:

Discussion on the need for one further budget meeting:

Council discussed the need for an additional budget meeting before the April 21st meeting. Councillor Sammut moved that Council set a date to hold one further budget meeting; however there was no seconder to the motion.

Schedule strategic meeting - Topic "Vision"

Resolution # 15-115 (verbal)

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council directs that the CAO, Economic Development Coordinator, the Mayor, and Councillor Sammut meet to draft a recommended agenda for a special strategic initiatives Council meeting.

Carried

8. Reports

8.1. Finance

8.1.1. Director of Finance Report - Insurance Renewal

Resolution # 15-116

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that Council receives the Director of Finance's report regarding the 2015 Insurance Renewal Program;

And that Council accepts the recommendation to renew the Town of Erin's municipal insurance program with Frank Cowan Company Ltd. for the term of April 1 , 2015 to March 31, 2016 for the annual premium of \$162,190 plus tax;

And that staff commit to undertake a full RFP process for the 2016 renewal period.

Carried

8.2. Roads

8.2.1. Roads Superintendent - 2015 Spring Street Sweeping

Resolution # 15-117

Moved By Councillor Brennan

Seconded By Councillor Smith

Be It Resolved that Council receives the report of the Road Superintendent regarding spring street sweeping;

And That Council accept the quotation of Mobil Sweeping for \$86.00 per hour for the supply and operation of street sweepers. The Town of Erin will be responsible for supplying the necessary fuel.

Carried

8.2.2. Roads Superintendent - OSIM Structural Inspections

Resolution # 15-118

Moved By Councillor Smith

Seconded By Councillor Duncan

Be it resolved that Council accepts the proposal of AECOM for OSIM Structure re-inspections for a fee of \$20,800.00 plus applicable taxes;

And that Council endorses this deviation from the Town of Erin's Purchasing and Procurement Policy.

Carried

8.2.3. Roads Superintendent - Station Road Environmental Assessment Update

Resolution # 15-119

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the Station Road Environmental Assessment update report of the Road Superintendent.

Carried

8.3. Fire and Emergency Services

8.3.1. Fire Chief - Monthly Fire Report - February 2015

Resolution # 15-120

Moved By Councillor Duncan

Seconded By Councillor Sammut

Be it resolved that Council receives the Fire Chief's monthly report for February 2015.

Carried

Resolution # 15-121 (verbal)

Moved By Councillor Duncan

Seconded By Councillor Brennan

Be it resolved that Council directs the Fire Chief and the Emergency Manager to review the status of the Hillsburgh Firehall.

Carried

8.4. Administration

8.4.1. 2014 Election Candidates – Notices of Default

Resolution # 15-122

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council receives the Clerk's report 2015-03C regarding candidates in the 2014 Election that are in default of the Municipal Elections Act, 1998 due to failing to file documents with the Clerk by the relevant date as required by Section 78.

Carried

8.4.2. Economic Development Coordinator - Town of Erin Logo

Resolution # 15-123

Moved By Councillor Duncan

Seconded By Councillor Smith

Be it resolved that the Town of Erin Council supports the use of the logo as attached and depicted on the Town of Erin website as the Town of Erin's Official logo.

Carried

8.5. Committees

8.5.1. Let's Get Hillsburgh Growing - February 19, 2015 meeting minutes

Resolution # 15-124

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the LGHG February 19, 2015 meeting minutes.

Carried

9. Correspondence

Resolution # 15-125

Moved By Councillor Duncan

Seconded By Councillor Smith

Be it resolved that Council receives correspondence items 9.1 to 9.7 for information.

Carried

9.8. Hillsburgh Minor Softball Association - Requesting to store equipment at Victoria Park former concession booth

Resolution # 15-126

Moved By Councillor Duncan

Seconded By Councillor Brennan

Be it resolved that Council authorizes the Facilities Manager to undertake the removal of equipment and clean-up of the concession booth at Victoria Park and to determine the appropriate rental rate for use of the building by the Hillsburgh Minor Softball Association.

Carried

9.9. Ernie Hardeman, MPP Oxford - Request for support resolution for Housing Services Corporation Accountability Act

Resolution # 15-127

Moved By Councillor Smith

Seconded By Councillor Sammut

Whereas social housing providers in Ontario are currently required to purchase natural gas and insurance through the Housing Services Corporation (HSC) or pay a fee to purchase elsewhere;

And whereas social housing providers should have the right to obtain natural gas and insurance at the lowest cost to provide value to those in need of affordable housing and all taxpayers;

And whereas the HSC should be subject to the same level of accountability and oversight as government agencies;

Therefore be it resolved that the Council of the Town of Erin supports the Housing Services Corporation Accountability Act introduced by Oxford MPP Ernie Hardeman which would remove the mandatory requirement for social housing providers to purchase gas and insurance through the HSC, require HSC to report salaries over \$100,000, and give the Provincial Auditor General the authority to audit HSC.

Carried

10. Closed Session

Resolution # 15-128

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council adjourns the meeting to proceed into a closed session at the hour of 4:38 pm to discuss the matter(s) pertaining to:

(b) personal matters about an identifiable individual, including municipal or local board employees; Building and Planning Administrator

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; - 1 potential litigation item

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. - 2 solicitor advice items - plus 1 additional item added during approval of the agenda

Carried

11. Return from Closed Session

11.1. Motion to Reconvene

Resolution # 15-129

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that the meeting be reconvened at the hour of 5:24 pm.

Carried

April 7, 2015 Regular Meeting

11.2. Report Out

11.2.1. Building and Planning Assistant

Mayor Alls announced that the advertisement for this position was posted both internally and externally.

Resolution # 15-130

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council hires Jessica Wilton as Building and Planning Assistant at Grade 5, Step 1 for a period of one year effective April 8, 2015, subject to a 3 month probationary review.

Carried

12. By-Laws

Resolution # 15-131

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that By-Law number 15 – 14 (confirming) is hereby passed.

Carried

13. Notice of Motion

Councillor Sammut advised that he will be bringing forth a motion of reconsideration at the next Council meeting to reconsider the decision which included not adding the item 'Business Arising From the Minutes' to the regular meeting agenda.

14. Adjournment

Resolution # 15-132

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that the meeting be adjourned at the hour of 5:26pm.

Carried



Mayor



Clerk