



## Minutes of the Regular Town of Erin Council Meeting

May 3, 2016

1:00 pm

Municipal Council Chamber

<b>PRESENT</b>	<b>Allan Alls</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Matt Sammut</b>	<b>Councillor</b>
	<b>Rob Smith</b>	<b>Councillor</b>
	<b>Jeff Duncan</b>	<b>Councillor</b>
<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b>	<b>CAO/Town Manager</b>
	<b>Dina Lundy</b>	<b>Clerk</b>
	<b>Sharon Marshall</b>	<b>Director of Finance</b>
	<b>Larry Wheeler</b>	<b>Financial Analyst</b>
	<b>Robyn Mulder</b>	<b>Economic Development Officer</b>
	<b>Carol House</b>	<b>Chief Building Official</b>

### 1. Call to Order

Mayor Alls called the meeting to order.

### 2. Approval of Agenda

#### Resolution # 16-183

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the agenda be approved as amended to add a closed session item under the Municipal Act, Section 239 (2) (f) advice that is subject to solicitor-client privilege regarding the Keeping of Animals By-law.

**Carried**

### 3. Declaration Pecuniary Interest

Councillor Sammut declared a pecuniary interest on item 7.3 Halton Crushed Stone request to include 10<sup>th</sup> Line road allowance in their pit licence application, due to the proximity of his residence to the site.

### 4. Community Announcements

May 7 - Green Legacy Tree Day - Town works yard

May 7 - HEADS Euchre Fundraiser - Centre 2000

May 7 - Household Hazardous Waste Day - Centre 2000

May 7 - CVC Community Tree Planting - Tribute to Steve Revell, Bill Dinwoody, and Frank Smedley

May 24-June 1 - Erin Auto Tire Drive benefiting the Sunshine Foundation

Emergency Preparedness Week - Sign up for ERINinfo to receive push notifications

Details on these and more at [www.erin.ca/whats-on/](http://www.erin.ca/whats-on/)

#### 4.1 Former Brisbane Public School Date Stone Donation

Jamie Cheyne, chair of the Town of Erin Heritage Committee presented a history on the old Brisbane School, S.S. #16 - the last school section to be formed in Erin. The date stone was preserved by Charlie Eagles when the school was demolished, and has been donated to the Town by his family.

Laurie Ann Mete, daughter of Charlie Eagles, began by expressing that she was pleased to donate the school stone back to the Town from which it came. She gave special mention to John Cook and Paul Flaherty for getting the ball rolling to make this happen.

Councillor Duncan then read a letter provided by Upper Grand District School Board Trustee, Kathryn Cooper, thanking the family for donating the date stone to the Town of Erin.

An unveiling of the stone took place, and the family was presented with 2 historical pictures as a keepsake.

#### **4.2 Road Superintendent Position**

Mayor Alls announced that the Town has hired Greg Delfosse as the Town's Roads Superintendent.

Greg comes from the city of Brampton where he had been the Supervisor of their Contracted Services section since 2007. There he managed a variety of operations contracts including road overlays, storm sewer cleaning, street sweeping and winter operations. Before that, he worked as a Senior Operations Technician, an Operations Technician as well as a Survey Technician. He attended Humber College of Applied Arts and Technology graduating in 1987 from their Survey Program. He later received his CET designation from the Ontario Association of Certified Engineering Technicians and Technologists in 1990.

He has 28 years' experience in the municipal sector and prides himself on being able to deliver quality customer service and strives to continue to provide financially responsible service for his employer.

He has enjoyed recent involvement with the Ontario Good Roads Association (OGRA), by being a Course Coordinator for their Municipal Infrastructure Training Course in Municipal Concrete and has lectured at their Guelph Road School in their Roadway Management Course.

His work History has permitted him to be exposed to a variety of innovations in road maintenance such as Warm Mix Asphalt, Cold in Place Recycling, the use of Rejuvenators as well as Slurry Seal and Micro Pave projects.

Greg has lived in the Town of Erin since 1998.

#### **4.3 Warm Wishes to the Director of Finance - May 17, 5:30 PM**

May 17th will be Sharon Marshall's final Council meeting before retiring at the end of May. Please join us for light refreshments beginning at 5:30 PM on May 17th to extend warm wishes to our Director of Finance after 30 years of dedicated service with the Town.

**5. Adoption of Minutes**

**Resolution # 16-184**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

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

April 19, 2016 Regular Meeting

April 25, 2016 Special Meeting - 5 Year Capital Plan

**Carried**

**6. Business Arising from the Minutes**

Councillor Duncan wanted to address comments made during the Capital Plan meeting regarding the Hillsburgh Arena, and possible consideration of selling the asset. The opportunity for sale of this asset and potential development of the site would be minimal, complicated by:

- was a historical landfill/service station site - cost for remediation/ decommissioning would be significantly high
- located within the CVC floodplain - no residential on main floor
- located close to water source which would require 50-100 ft. setbacks for development, essentially meaning no development could take place on the property

**7. Delegations/Petitions/Presentations**

**7.1 Linda Dickson, County of Wellington Emergency Manager - Report on the Town's Emergency Management Committee Structure**

Linda presented her report and proposed a new composition of the Emergency Management Committee.

**Resolution # 16-185**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby appoints to the Town's Emergency Management Program Committee individuals from the following Town Departments and/or Emergency Management support agencies:

- Member of Council (Mayor or designated alternate)
- Senior Municipal Administrative Staff (CAO and/or Clerk)
- Senior Municipal Official responsible for Finance
- Public Works (Water and Roads representatives)
- Building and Zoning Department
- Fire Department (Fire Chief or designate)
- Information Technology
- Wellington OPP
- Guelph Wellington EMS
- Wellington Dufferin Guelph Public Health
- Emergency Management (Emergency Manager/CEMC and/or EM Programme Coordinator)
- Representatives from Local Social Services Agencies (such as EWAG)
- Any other persons or agency representatives that may be appointed by Council from time to time;

**And that** Council designates authority to the Committee to appoint a Chair from their members;

**And further that** the Committee is responsible for overseeing the development of the Town's Emergency Management Program ensuring that appropriate public education activities, training for emergency management officials and staff, and emergency management exercises are undertaken on an annual basis;

**And further that** the Emergency Manager/CEMC shall provide Council with an annual report on the status of the Township's Emergency Management Program for their review, consideration and approval.

**Carried**

**7.2 Paul Ziegler, Triton Engineering - Report on Scott Crescent**

Mr. Ziegler could not attend. Council directed that staff acquire a legal opinion on the road and set up a meeting with landowners to discuss options.

**Resolution # 16-186**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the report of Paul Ziegler from Triton Engineering on Scott Crescent.

**Carried**

**7.3 Neal DeRuyter, MHBC Planning - Halton Crushed Stone request to include the 10th Line road allowance in their licence application**

Councillor Sammut declared a conflict on this item. (due to proximity of his residence to the site.)

Neal DeRuyter presented Halton Crushed Stone's request to Council to include the 10th Line Road allowance into their pit licence application.

**Resolution # 16-187**

**Moved By** Councillor Brennan

**Seconded By** Councillor Duncan

**Be it resolved that** Council agrees that Halton Crushed Stone Limited include the 10<sup>th</sup> Line road allowance in the pit licence application under the Aggregate Resources Act from County Road 52 to approximately 180 m north of 10<sup>th</sup> Sideroad as identified in this meeting's agenda package;

**And that** notwithstanding this agreement, the Town is not taking any position with respect to the pending applications for the pit extension until a formal application review process with public and agency consultation has been completed.

**Carried**

**8. Reports**

**8.1 Roads**

**8.1.1 Interim Road Superintendent - Pavement Marking Quote #2016-10 Results**

**Resolution # 16-188**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Pavement Marking Quote Results report;

**And That** Council accepts the quote of R an N Maintenance (the lowest bidder) for the supply and application of Pavement Markings for a price of \$ 14,594.35 including HST.

**Carried**

**8.1.2 Interim Road Superintendent - Supply and Load Maintenance Gravel Quote 2016-05 Results**

**Resolution # 16-189**

**Moved By** Councillor Sammut

**Seconded By** Councillor Duncan

**Be it resolved that** Council receives the Load, Haul and Apply Maintenance Gravel Quote results report;

**And that** Council accepts the quote of Cox Construction to Supply and Load Maintenance Gravel for a price of \$ 468,272.00 including HST and delivery of 35,000 tonne, with the Haul and Apply Trucking to be done by Louis McNichol Trucking as per resolution 16-158.

**Carried**

**8.2 Water**

**8.2.1 Water Superintendent - Generator Replacement**

**Resolution # 16-190**

**Moved By** Councillor Sammut

**Seconded By** Councillor Brennan

**Be it resolved that** Council accepts the Water Superintendent's generator replacement report;

**And that** Council authorizes the Water Superintendent to deviate from the insurance claim and purchase an additional fixed generator for the Erin Water System.

**Carried**

**8.3 Building/Planning/By-Law**

**8.3.1 Chief Building Official - Third Draft Site Alteration Bylaw**

Council directed the CBO to make any minor additional changes necessary and have the by-law vetted by the Town's lawyer, and to bring the by-law back for adoption at the next Council meeting.

**Resolution # 16-191**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives Building Department report #2016-13, dated May 3, 2016, regarding a Third Draft Site Alteration By-Law Amendment.

**Carried**

**8.3.2 Chief Building Official - Demolition Report – 5429 First Line**

**Resolution # 16-192**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives Building Department Demolition Report, dated May 3, 2016, regarding the application for demolition permit to demolish a single residential dwelling located at 5429 First Line, Town of Erin, Assessment Roll No. 23 16 000 005 03500 0000;

**And that** Council hereby approves the issuance of the demolition permit.

**Carried**

**8.4 Finance**

**8.4.1 Deputy Treasurer - Approval of Accounts**

**Resolution # 16-193**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council receives the Deputy Treasurer's Report #2016-5A on "Approval of Accounts".

**Carried**

**8.4.2 Director of Finance - 2016 Tax Rate and Levying By-law**

**Resolution # 16-194**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the 2016 Tax Rate and Levying By-law Report for information.

**Carried**

**8.4.3 Financial Analyst - Asset Management Assistance & Group Training Program**

**Resolution # 16-195**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council of the Town of Erin hereby receives Report 2016- 04 'Asset Management Assistance & Group Training Program' as information.

**Carried**

**8.5 Administration**

**8.5.1 Meeting Investigator - Report on Complaint**

**Resolution # 16-196**

**Moved By** Councillor Smith

**Seconded By** Councillor Duncan

**Be it resolved that** Council receives the Meeting Investigator report dated April 22, 2016.

**Carried**

**8.6 Committees**

**8.6.1 Appoint members to the Trails Advisory Committee**

**Resolution # 16-197**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby appoints the following members to the Trails Advisory Committee:

Martin Rudd

Phil Gravelle

Don Chambers

Joanne Kay

Colleen Darrell

Greg Huffman

Ted Forrest

Josie Wintersinger

Deborah Wickham

Bart Brusse

Joanne Gardner

Cameron Cuthbert

Erin Montgomery

Councillor Smith

**Carried**

**8.6.2 BIA February 4 and March 3, 2016 Meeting Minutes**

**Resolution # 16-198**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the February 4 and March 3, 2016 BIA Meeting Minutes.

**Carried**

**9. Correspondence**

**Resolution # 16-199**

**Moved By** Councillor Duncan

**Seconded By** Councillor Brennan

**Be it resolved that** Council receives the correspondence items for information.

**Carried**

**9.1 Activity List**

The Operational Four Year Action Plan meeting scheduled for May 16th at 7PM was cancelled, with a follow up date to be determined once the Five Year Capital Plan is adopted.

**9.4 Municipality of South Dundas - Resolution regarding RED Program**

**Resolution # 16-200**

**Moved By** Councillor Brennan

**Seconded By** Councillor Sammut

**Be it resolved that** Council supports the Municipality of South Dundas resolution requesting the government of Ontario to reconsider the suspension of and the integration of the Rural Economic Development Program into the Jobs and Prosperity Fund with the view to ensuring that Rural Economic Development Program stays as an intricate funding program of the Province that will support capacity building and foster economic growth in rural municipalities in Ontario.

**Carried**

**9.6 Township of North Stormont - Resolution regarding expanding Natural Gas services**

**Resolution # 16-201**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council supports the Corporation of the Township of North Stormont resolution requesting the OEB examine the proposal to expand natural gas services and make it available to all of Eastern Ontario rural areas.

**Carried**

**9.7 Roy Val – Streamlining Erin’s complaint process**

Council directed that staff formulate a written process to be posted on the Town’s website.

**10. Closed Session**

**Resolution # 16-202**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council adjourns the meeting to proceed into a closed session at the hour of 3:11 PM to discuss the matter(s) pertaining to:

f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

1. By-law and monitoring
2. Keeping of Animals By-law

**Carried**

**11. Return from Closed Session**

**11.1 Motion to Reconvene**



**Resolution # 16-203**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the meeting be reconvened at the hour of 4:19 PM

**Carried**

**11.2 Report Out**

**Resolution # 16-204**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Whereas** Angelstone Farms Inc. has applied to the Town for approvals to hold certain Major Events on their property at 8720 Wellington Road 50, on certain dates during 2016;

**And Whereas** Town Council passed By-law 15-58 (Temporary Use By-law) on December 15, 2015 relating to Angelstone's proposed Major Events;

**And Whereas** it has been determined that Schedule B of By-law 15-58 contains errors in the dates for the proposed Major Events;

**And Whereas** By-law 15-58 has been appealed to the Ontario Municipal Board;

**NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE TOWN OF ERIN HEREBY RESOLVES AS FOLLOWS:**

1. At the hearing of the appeal of By-law 15-58, the Town Solicitor is instructed to request that the Ontario Municipal Board amend By-law 15-58 to correct the dates set out in the Schedule. The correct dates for the proposed Major Events are as follows:

- June 8 – 12, 2016;
- June 15 – 19, 2016;
- August 17 – 24, 2016;
- August 24 – 28, 2016; and
- August 31 – September 4, 2016.

2. The Town Clerk is directed to utilize these correct dates when preparing and issuing any permits under By-law 14-19 for these proposed Major Events.

**Carried**

**Resolution # 16-205 (verbal)**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council directs planning staff to develop a draft by-law regarding the keeping of birds.

**Carried**

**12. By-Laws**

**Resolution # 16-206**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** By-Law numbers 16-25 to 16-29 inclusive, are hereby passed.

**Carried**

**13. Notice of Motion**

Councillor Duncan brought forward a notice of motion regarding a standalone Official Plan amendment for the implementation of a Town wide Community Improvement Plan.

Councillor Duncan brought forward a notice of motion regarding a development 'fast track' meeting for development in Hillsburgh, and regarding the low enrollment situation with the Hillsburgh public elementary school.

**14. Adjournment**


**Resolution # 16-207**

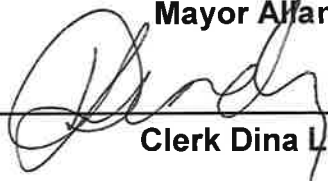
**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** the meeting be adjourned at the hour of 4:29 PM

**Carried**

  
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**Mayor Allan Alls**

  
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**Clerk Dina Lundy**