



TOWN OF ERIN
Regular Council Meeting
AGENDA

June 2, 2015

1:00 PM

Municipal Council Chamber

Pages

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Declaration Pecuniary Interest**
- 4. Community Announcements**
- 5. Adoption of Minutes**
 - 5.1 May 19, 2015 - Public Meeting, Water System Financial Plan 1 - 3
 - 5.2 May 19, 2015 - Regular Meeting 4 - 14
- 6. Business Arising from the Minutes**
- 7. Accounts**
- 8. Delegations/Petitions/Presentations**
 - 8.1 David Mains, Hannah Environmental Equipment - Wastewater Technology Presentation
- 9. Reports**
 - 9.1 Recreation
 - 9.1.1 Facility Manager - Capital Funds Release for Playground 15 - 38
 - 9.2 Finance
 - 9.2.1 Director of Finance - Annual Surplus Report - 2014 39 - 44
 - 9.2.2 Director of Finance - Canada 150 Community Infrastructure Program – Project Authorization 45 - 55
 - 9.2.3 Financial Analyst - Water Rates Study & Financial Plan – Adoption 56 - 60
 - 9.3 Committees
 - 9.3.1 Town of Erin Heritage Committee - April 20, Meeting Minutes and update 61 - 62

10. Correspondence

- 10.1 Activity List
- 10.2 Wellington County Municipal Economic Development Group - April 7, 2015 Minutes 63 - 67
- 10.3 Town of Caledon - Notice of Public Information Centre - Winston Churchill Bridge Replacement 68
- 10.4 Premier of Ontario - Response to Blue Dot Movement Resolution 69
- 10.5 Jim Roszell, The Grove Cemetery - Thank you letter for grant 70
- 10.6 Burkhard Mausberg, Friends of the Greenbelt Foundation - Latest Report 71
- 10.7 Town of Aurora - Resolution re: Community Mailboxes 72
- 10.8 Kelly Clermont, Angelstone Farms - Requesting Council designate 2015 events as municipally significant 73 - 74

11. New Business

- 11.1 Set Special Meeting Date for Strategic Initiatives - Councillor Sammut
- 11.2 Christine Furlong, Triton Engineering - FCM - Green Municipal Fund - Approval to submit application for funding 75 - 82
- 11.3 Wastewater EA - Direction - Mayor Alls

12. Closed Session

Matters under the following exemptions in the Municipal Act S. 239 (2) :

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

13. Return from Closed Session

- 13.1 Motion to Reconvene
- 13.2 Report Out

14. By-Laws

15. Notice of Motion

16. Adjournment



Minutes of the Town of Erin Special Council Meeting

May 19, 2015

6:30 p.m.

Municipal Council Chamber

PRESENT:	Allan Ails	Mayor
	John Brennan	Councillor
	Matt Sammut	Councillor
	Rob Smith	Councillor
	Jeff Duncan	Councillor
STAFF PRESENT:	Dina Lundy	Clerk
	Sharon Marshall	Director of Finance
	Larry Wheeler	Financial Analyst

1. Call to Order

Mayor Ails called the meeting to order.

2. Declaration of Pecuniary Interest

None.

3. Topics for Discussion

3.1. Water System Financial Plan

The Financial Analyst began by briefly explaining the four models outlined in the Water System Financial Plan:

1. Depreciation Model - Price of water to include forecast average annual depreciation expense - to be directed to Lifecycle Reserve.
2. Capital Plan Model - Price of water to include forecast average annual capital expenditures - to be directed to Lifecycle Reserve.
3. Roll Back 2014 Price Model - Price of water to be decrease to the 2014

May 19, 2015 Special Public Meeting – Water System Financial Plan

level.

4. CPI Model - Price of water to be increased by 2% annually, to reflect anticipated inflation.

While the financial plan is a requirement, it is also a living document and may be revisited periodically and revised if necessary.

3.2. Public Comments

Mayor Alls invited the public to speak:

Roy Val

- was it taken into account that water users will be increasing
 - built into the plan for 2021 - new growth)
- were the existing homes that will be able to hook up to water built in
 - with more users there is more revenue
 - not at this time, when the situation changes that will be revisited
 - more users also means more infrastructure cost

Pauline Follett

- supports the 2% increase
- we are still not in the most advantageous financial position
- bonusing should not be allowed – do not support giving some residents free hook-up to the water system - everyone needs to be paying equally for services
- full accounting of exemptions should be available
- would like the Town to look into the cost of managing the water system through an independent company

Mayor Alls thanked all for attending and for their comments.

4. Adjournment

Resolution # 15-180 (verbal)

Moved By Councillor Duncan

Seconded By Councillor Brennan

May 19, 2015 Special Public Meeting – Water System Financial Plan

Be it resolved that the meeting be adjourned at the hour of 7:05pm.

Carried

Mayor

Clerk



Minutes of the Regular Town of Erin Council Meeting

May 19, 2015

7:30 PM

Municipal Council Chamber

PRESENT:	Allan Alls	Mayor
	John Brennan	Councillor
	Matt Sammut	Councillor
	Rob Smith	Councillor
	Jeff Duncan	Councillor
STAFF	Dina Lundy	Clerk
PRESENT:	Sharon Marshall	Director of Finance
	Larry Wheeler	Financial Analyst
	Andrew Hartholt	Chief Building Official
OTHERS	Gary Cousins	Director of Planning, County
PRESENT:	Sarah Wilhelm	Senior Planner, County

- 1. Call to Order**
Mayor Alls called the meeting to order.

- 2. Approval of Agenda**

Resolution # 15-181

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that the agenda be amended to add under New Business, a discussion item regarding the "Official Plan as the avenue for Vision and Strategic Plan".

Carried

- 3. Declaration Pecuniary Interest**
None.
- 4. Community Announcements**

May 19, 2015 Regular Meeting

May 22-24 - Head's Soccer Tournament at Barbour Field
 May 30 - Erin BIA's Summer Celebration - downtown Erin
 May 30 - Erin United Church Alley & Bake Sale 8am - 12:30pm
 May 30 - Riverside Park Official Opening - 11am
 May 31 - Erin Lions' Club Dog Walk - Fundraiser for Guide Dogs
 June 1-6 - Erin Auto Recycler's Tire Collection Days - Proceeds to The Sunshine Foundation
 June 4 - Septic Social - Centre 2000 Theatre - 7pm-9pm
 PanAm Parade of Horses - One horse statue will be placed in both Erin and Hillsburgh

Check the What's On section of the website (www.erin.ca) for more community events.

5. Adoption of Minutes

Council noted that some of the wastewater presenters at the April 28, 2015 meeting suggested that the assimilative capacity numbers could be increased with newer technologies that are available to treat wastewater.

Resolution # 15-182

Moved By Councillor Smith

Seconded By Councillor Brennan

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

- April 28, 2015 - Special Meeting, Wastewater Presentations
- May 5, 2015 - Regular Meeting

Carried

6. Business Arising from the Minutes

None.

7. Accounts

Resolution # 15-183

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that the accounts in the amount of \$495,193.45 be paid.

Carried

May 19, 2015 Regular Meeting

8. Delegations/Petitions/Presentations

8.1. Steve Rohacek, Infrastructure Ontario - AFP/P3 project delivery model

Mr. Rohacek began by giving a brief overview of Infrastructure Ontario. Since 2005, over 80 projects have been brought to market using Alternative Financing and Procurement Model, which is an alternative to the traditional Design-Bid-Build project delivery model. The presentation highlighted the risks involved with both financing models, and the differences in payment structures, as well as benefits of the AFP model and how Infrastructure Ontario can help. The Municipal Class Environmental Assessment should be undertaken by developing performance outcomes that document how the system is to perform, rather than selecting a preferred design to allow for innovation.

Resolution # 15-184

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the presentation of Steve Rohacek from Infrastructure Ontario, on the AFP/P3 project delivery model for information.

Carried

8.2. Tracey Wallace - Canada Day Festival - requesting Council designate the event as municipally significant

Ms. Wallace explained that she would like to hold a Canada Day Festival at McMillan Park on July 1st from 11am to 7pm, and that in order to obtain a liquor licence through the AGCO, she is asking Council to pass a resolution declaring the event to be municipally significant.

Resolution # 15-185

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council receives the delegation from Tracey Wallace regarding holding a Canada Day Festival.

Carried

May 19, 2015 Regular Meeting

8.3. John Cox - Angelstone Zoning Amendment

Mr. Cox explained the improvements that Angelstone made during the 2014 season, and that a number of further improvements have been committed to for this season. Angelstone supports the temporary zoning amendment for the 2015 season, and welcomes attendance at the event and are willing to pay for a monitor to attend events.

Resolution # 15-186

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the delegation of John Cox on behalf of Angelstone Farms in support of temporary zoning for the property.

Carried

9. Reports

9.1. Building/Planning/By-Law

9.1.1. Planning - Gary Cousins - Angelstone Farms Zoning Amendment

Resolution # 15-187

Moved By Councillor Duncan

Seconded By Councillor Smith

Be it resolved that Council approves a one year temporary use zoning by-law for Angelstone Farms Inc. for 2015 to allow equine events, including the sale of related merchandise, food and beverages, and for temporary camping for stable hands and grooms provided that the conditions as recommended by planning personnel are met;

And that the Town solicitor work with Angelstone and the solicitor for the Gilberts to develop conditions for permits under the Major Events By-law;

And further that following the completion of the 2015 season, the Town review the season with both Angelstone and immediate neighbours to determine the need for future improvements and develop some guidance related to the number and timing of future events to assist Angelstone in scheduling any future seasons.

Carried

May 19, 2015 Regular Meeting

9.1.2. Planning - Sarah Wilhelm - D14, Z15-01 Loupen Investments Ltd. 5885 Eighth Line

Resolution # 15-188

Moved By Councillor Duncan

Seconded By Councillor Sammut

Be it resolved that Council receives the report of Sarah Wilhelm, County of Wellington Senior Planner, recommending that zoning by-law amendment application D14, Z15-01 Loupen Investments Ltd., 5885 Eighth Line be deemed complete;

And that a public information meeting be held on June 16, 2015 at 7:00pm.

Carried

9.1.3. Planning - Sarah Wilhelm - Streamlining Deeming Zoning Amendment Applications Complete

Resolution # 15-189

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council receives the report of Sarah Wilhelm, County of Wellington Senior Planner regarding a streamlined process for deeming a zoning by-law amendment application complete;

And that Council delegates to staff, the authority to determine completeness for zoning by-law amendment applications, and to set public meeting dates for complete applications.

Carried

9.1.4. Chief Building Official - Septic Maintenance Inspections – Outreach Letter and Septic Social

Resolution # 15-190

Moved By Councillor Smith

Seconded By Councillor Brennan

May 19, 2015 Regular Meeting

Be it resolved that Council accepts the CBO's report "Septic Maintenance Inspections - Outreach Letter and Septic Social" for information.

Carried

9.1.5. Chief Building Official - Septic Maintenance inspections - Request for Proposal

Resolution # 15-191

Moved By Councillor Sammut

Seconded By Councillor Duncan

Be it resolved that Council accepts the CBO's report "Septic Maintenance Inspections - Request for Proposal" for information.

Carried

9.2. Water

9.2.1. Interim Water Superintendent - Water Department Staffing May. 19, 2015

Resolution # 15-192

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council receives the report of the Interim Water Superintendent regarding current staffing levels in the Water Department;

And that Council authorizes the hiring of a summer student for the period starting June 15, 2015 and extending until September 4, 2015 at Grade 3, base rate on the Town's part time wage grid.

Carried

9.3. Finance

9.3.1. Director of Finance - 2015 Tax Rate and Levying By-law

Resolution # 15-193

Moved By Councillor Sammut

Seconded By Councillor Smith

May 19, 2015 Regular Meeting

Be it resolved that Council receives the 2015 Tax Rate and Levying By-law Report for information.

Carried

9.3.2. Financial Analyst - Water Rates Study & Financial Plan – Adoption

All of the different models were discussed, including a hybrid option of the Roll Back and CPI models. Direction was given to staff to bring back several options to the June 2 meeting for discussion.

Resolution # 15-194

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the Financial Analyst's report with regard to the adoption of the 2015 Water Rate Study & Financial Plan;

And That Council directs the Financial Analyst to bring forth a resolution at its June 2nd 2015 Council Meeting which fulfills the requirements set out in Ontario Regulation 453/07 'Financial Plans', and the Safe Drinking Water Act, 2002.

Carried

9.4. Recreation

9.4.1. Facility Manager - Tennis Resurfacing

Resolution # 15-195

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receive the Facility Manager's report 2015-Tennis Capital-001 for information.

Carried

9.4.2. Facility Manager - Hillsburgh Sports Parks Operations Update

Resolution # 15-196

Moved By Councillor Duncan

Seconded By Councillor Sammut

May 19, 2015 Regular Meeting

Be it resolved that Council accepts the Facility Manager's "Hillsburgh Sports Parks Operations Update" report for information.
Carried

9.4.3. Facility Manager - Facility Rates for 2015/2016

Resolution # 15-197

Moved By Councillor Duncan

Seconded By Councillor Smith

Be it resolved that Council adopt a by-law for the proposed rates for Erin Community Centre/Centre 2000, Hillsburgh Community Centre and Hillsburgh Sports fields effective June 01st 2015 until May 31st 2016.

Carried

9.5. Administration

9.5.1. CAO - Centre 2000 Common (shared) space report

Resolution # 15-198

Moved By Councillor Brennan

Seconded By Councillor Sammut

Be it resolved that Council receives the CAO/Town Manager's Centre 2000 Common (Shared) Space Report for information.

Carried

9.5.2. CAO - Special Occasion Permit - McMillan Park

Resolution # 15-199

Moved By Councillor Brennan

Seconded By Councillor Sammut

Be it resolved that Council receives the report of the CAO/Town Manager regarding a Special Occasion Permit for a Canada Day Festival to be held at McMillan Park;

And that Council designates this event as Municipally Significant, subject to recreation department staff conducting an inspection, and that alcohol can only be served and is restricted to within the identified fenced in area from the hours of 1pm to 7pm, to which those under the age of 19 shall not be permitted to enter;

May 19, 2015 Regular Meeting

And further that Council approves this deviation from the Alcohol Risk Management Policy and By-law 99-07.

Carried

9.6. Mayor

9.6.1. Hillsburgh Library Update

Mayor Alls updated Council on discussions at the County regarding the 2016 budget item for the Hillsburgh Library. The County will now hold off on making a decision until September of this year.

10. Correspondence

Resolution # 15-200

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives correspondence items 10.1 to 10.13 for information.

Carried

10.11. Municipality of Trent Lakes - Request for Support Resolution re: Demonstrated Need for Aggregates

Resolution # 15-201

Moved By Councillor Brennan

Seconded By Councillor Sammut

Be it resolved that Council supports the Municipality of Trent Lakes Council resolution 2015-279 to request that the Ontario Government amend the Provincial Policy Statement and the Aggregate Resources Act to require aggregate extraction proponents to demonstrate the need for the particular supply of resource proposed for extraction.

Carried

11. New Business

11.1. Set meeting date

May 19, 2015 Regular Meeting

Resolution # 15-202

Moved By Councillor Sammut

Seconded By Councillor Duncan

Be it resolved that Council sets a special meeting for the operational review on June 23, 2015 at 1:00pm.

Carried

11.2. Discussion - Official Plan as the avenue for Vision and Strategic Plan

Item added during approval of the agenda.

Discussion took place regarding the vision of the community, and strategic plan, and how the Town's Official Plan is the mechanism to use to make the vision happen. The Town will be reviewing its Official Plan, and changes can be made to policy during this process to support putting the vision and strategic plan into action. Council also discussed the need for meetings to discuss strategic initiatives.

12. Closed Session

Resolution # 15-203

Moved By Councillor Brennan

Seconded By Councillor Sammut

Be it resolved that Council adjourns the meeting to proceed into a closed session at the hour of 10:35 pm to discuss the matter(s) pertaining to:
(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

13. Return from Closed Session

13.1. Motion to Reconvene

Resolution # 15-204

Moved By Councillor Sammut

Seconded By Councillor Duncan

Be it resolved that the meeting be reconvened at the hour of 10:44pm.

Carried

May 19, 2015 Regular Meeting

13.2. Report Out
None.

14. By-Laws

Resolution # 15-205

Moved By Councillor Duncan

Seconded By Councillor Brennan

Be it resolved that By-Law numbers 15 – 20 to 15 - 23 inclusive, are hereby passed.

Carried

15. Notice of Motion
None.

16. Adjournment

Resolution # 15-206

Moved By Councillor Brennan

Seconded By Councillor Sammut

Be it resolved that the meeting be adjourned at the hour of 10:49pm.

Carried

Mayor

Clerk



Staff Report

Report #: Parks - 2015-001
Date: May-28-15
Submitted By: Facilities Manager Graham Smith RRFA/CIT
Subject: Capital Funds Release for Playground

Recommendations:

Be it resolved that Council accepts the proposal submitted by Blue Imp - Design Option #2 for playground equipment at Victoria Park in the amount of \$28,195 plus HST as recommended by the Erin Facility Manager.

Background:

During 2015 budget proceedings staff reported that the playground structure at Victoria Park in Hillsburgh needed to be removed and replaced. Council approved \$29,000 to replace this structure.

After budget approval an RFP was created and sent to 5 companies for pricing.

Financial Impact:

The financial impact is \$28,195 plus HST.

Staff are going to consider adding the Anti-slip at a cost of \$362.44 to the playground surface. Staff are also considering removing the wood border to save the project cost \$1,100. The wood border is not mandatory under CSA standards.

Town staff has arranged to have the playground removed and the site prepped as part of the arrangement for installation, this provides more funding for the equipment

Consultation:

Bids received from the following:

Blue Imp – 3 separate playground structure options and different funding options available for cost savings Option #2 was the lowest bid and was proposed at \$28,195 plus HST
 A.B.C Recreation Ltd – 1 playground structure option bid price submitted of \$28,832 plus HST

KSL Design – 1 playground structure option bid price submitted of \$28,999.26 plus HST

Communications Plan:

Town staff is working with Hillsburgh Lions Club to remove the existing structure in a timely manner and Hillsburgh Lions have offered their support of the structure recommended.

Conclusion:

Blue Imp offers different options for pricing and offers a good warranty of their product. Option #2 also offers us a more open design and offers good play options for the users of the playground.

The timing of the project will have the new structure installed by the end of July 2015.

We ask that Council approve the funding so staff can proceed with work required to remove, prep and install a new play structure for Victoria Park in Hillsburgh

Appendices:

Blue Imp proposal – REC#2015-002

The Town of Erin

RE: Request for Proposal REC#2015-002

**Supply and Installation of Playground Equipment
plus removal of existing play structure.**

Victoria Park in Hillsburgh

Submitted by:

Blue Imp

Christina Doracin, Southern Ontario Consultant

416 566 7249

cdoracin@rogers.com/christina@blueimp.com

www.blueimp.com

Head Office:

766 14th St. SW, Medicine Hat Alberta T1A 4V7

PHONE: 1800 661 1462

FAX: 403 529 0851

Ontario Office:

894 Isaac Phillips Way, Newmarket, ON. L3X 2Y8

PHONE: 416 566 7249

Submitted on: May 26, 2015



Made in Canada 

Graham Smith
 RRFA/CIT Facilities Manager
 Town of Erin
 5684 Trafalgar Rd. RR#2
 Hillsburgh, ON
 NOB 1Z0
 519-833-2114 x21

May 26, 2015

**Re: Supply and Installation of Playground Equipment plus removal of Existing Play Structure
 – Victoria Park in Hillsburgh**

Thank you for the opportunity to participate in the creation of your new playground at Victoria Park. We are excited to present 3 accessible design options encouraging inclusiveness, durability, free and imaginative play as well as challenging physical fitness activities. Due to the budget we have gone with smaller structures with the opportunity to add more equipment in the future to fill the 50 x 50' area. We will also show the cost differences in Surfacing material and Surround from the required area for the structure presented vs. the full 50 x 50' area requested.

Option 1 is the most expensive, however we feel the best suited to the area. Options 2 and 3 all fall in budget within the smaller perimeter. As discussed with Mr. Graham Smith, multiple options have been provided.

Children love to run, jump, move and spin! Your space will allow all of these physical activities while keeping their cognitive development high with imagination and group activities.

Every new activity area needs a colourful, enticing safe playground for the children to play, build strength and agility, learn to socialize and create a sense of community.

The wonderful thing about a Blue Imp Playground is the security knowing your site is built with the highest CSA safety standards of excellence. As an ISO 9001 certified company our efficiency is among the best. Our in-plant IPEMA testing and certification means we meet and exceed Canadian Safety Performance Specifications for Playgrounds for public use. As a Canadian manufacturer we work with you to design and create your perfect play space to meet your communities' needs. We are the leaders in Playground Safety.

Blue Imp Company Profile:

As Canada's most experienced playground manufacturer, Blue Imp manufactures and distributes a complete line of commercial playground systems, outdoor fitness equipment and park amenities for school and municipal recreation spaces across the country. With 70 employees at our manufacturing plant as well as a nation-wide sales and distribution network, Blue Imp is well-positioned to provide professional turn-key solutions for playground projects throughout Canada.

Blue Imp was founded in 1917 and is proud to be 100% Canadian and family owned and operated. Our longevity as a company is a testament to our ongoing commitment to client satisfaction. We continue to back our products with family pride, superior customer service and the best warranty in the industry.

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Built on a reputation for durability and playability, Blue Imp sets the standard for quality. Designed for strength, style and fun, our products inspire play while delivering long-lasting performance, safety and low-maintenance.

Blue Imp is IPEMA and ISO certified. We are proactive in ensuring that our products are CSA compliant and meet or exceed industry standards. Blue Imp guarantees satisfaction with quality of materials and workmanship.

We are committed to continuous improvement as we embrace new technologies and develop awarding-winning product lines. Our UPlay playground series garnered the first-ever *Award of Excellence in Innovation in Recreational Products and Retailing* from the Alberta Recreation and Parks Association.

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Team Members & Office Locations

Christina Doracin – Southern Ontario Consultant BA, CCPI, Blue Imp Playgrounds

Location – Newmarket, ON

- Works directly with representatives from the Town to meet client needs
- Coordinates with manufacturing plant to ensure the equipment is ready on time
- Coordinates installation with sub-trades
- Participates in all site meetings

Head Office Support

Location – Medicine Hat, AB

Our head office team includes the following key members who are available to provide the Town with additional customer service and support in various areas:

- Michael Rasmussen, Sales Manager – primary head office contact
- Stu Scott, Manufacturing Manager
- Mick Parsons, Quality Control/Continuous Improvement Manager
- Chris Philpott, Engineering Supervisor

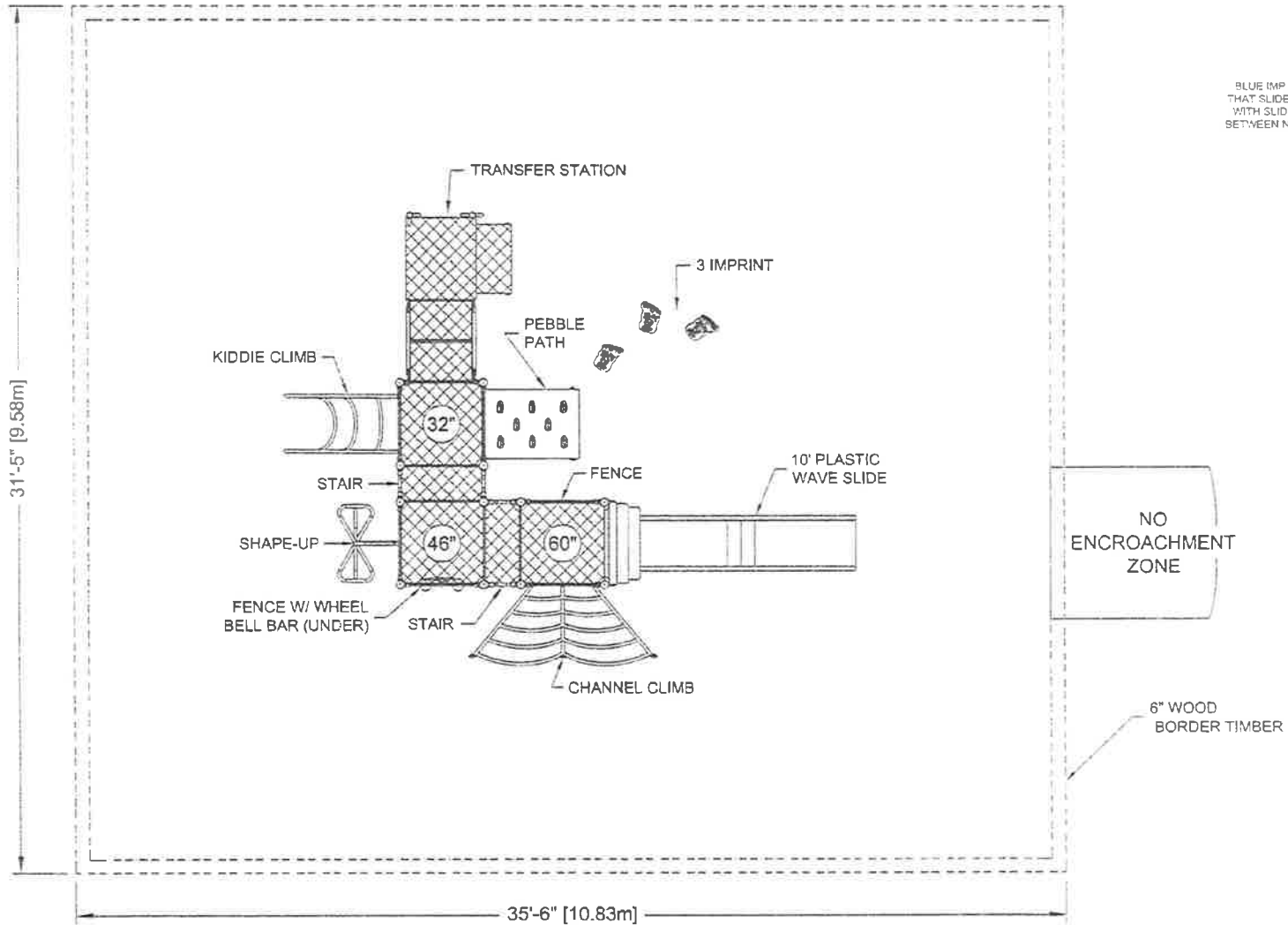
Eddie Roth – Installation Supervisor, PARCS

Location: Ayr, ON

- Co-ordinates and manages on-site preparation and installation

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BLUE IMP RECOMMENDS THAT SLIDES BE INSTALLED WITH SLIDE BEDS FACING BETWEEN NORTH AND EAST



CONFORMS TO THE CAN/CSA-2014-14 STANDARD "CHILDREN'S PLAYSPACES AND EQUIPMENT"
 CONFORMS TO ADA "AMERICANS WITH DISABILITIES ACT" (SUBJECT TO THE PRESENCE OF ACCESSIBLE SURFACING)

TOWN OF ERIN
 OPTION 2
 VICTORIA PARK IN HILLSBURG, ON
 BLUE IMP 10

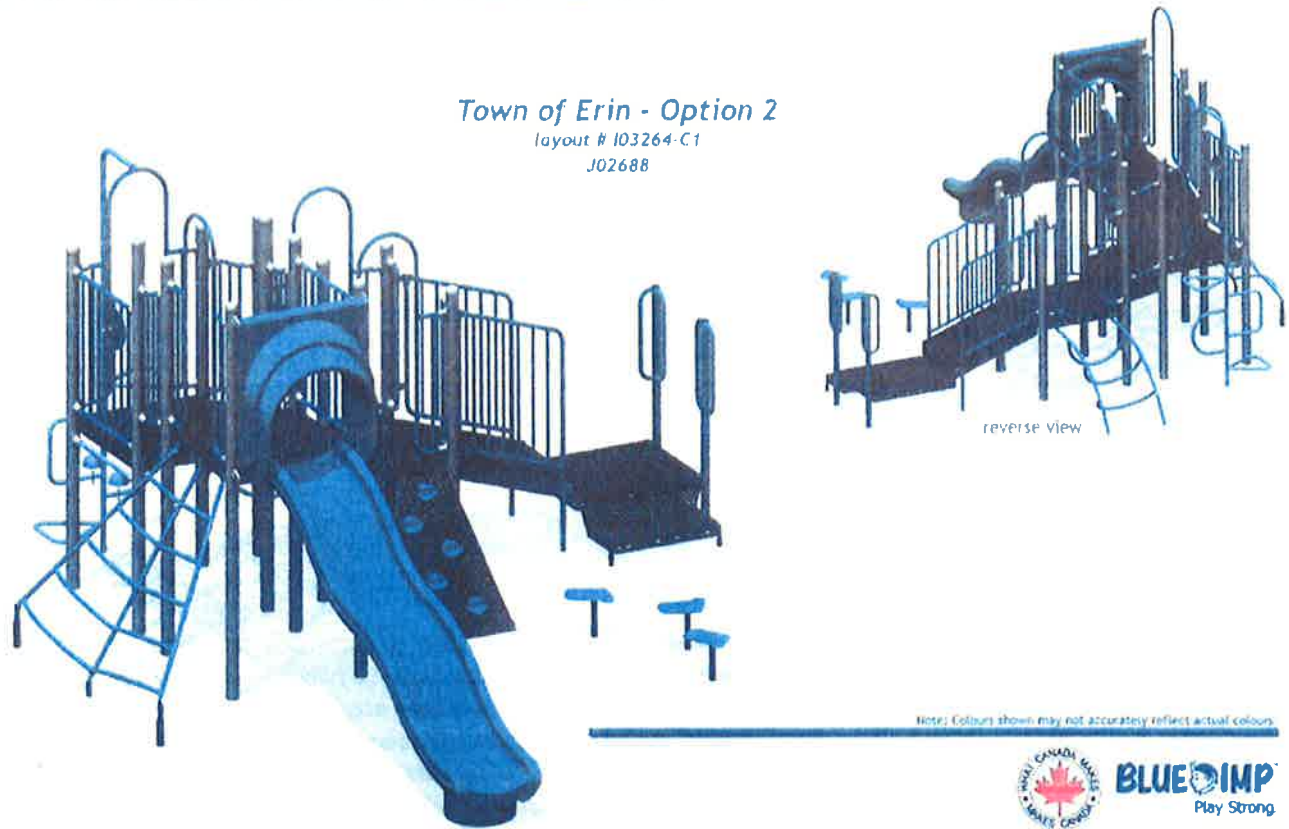
LAYOUT #: 103264
 JOB #: J02688

RECOMMENDED AGES: 2-12
 AREA REQ'D (SQ.FT): 993
 PERIMETER REQ'D (FT): 127
 DRAWN BY: CM
 DATE: 13-MAY-15



789 - 14TH STREET S.W., MEDICINE HAT, AB, T1A 4V7
 TOLL FREE: 1-800-661-1462 FAX: (403) 529-0851
 E-MAIL: sales@blueimp.com WEBSITE: www.blueimp.com

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Design Option 2 (see full size top view and 3D attached)

Extend the season with Anti-Slip Square Footage	52
Optional Anti-Slip Factory Applied Cost	\$362.44

Delivery is approximately 5 weeks from date of order
The prices listed are in effect until December 31, 2015
Prices do not include shipping or taxes

Unit Features

- 1 Shape-Up
- 1 Kiddie Climb
- 1 Channel Climb
- 1 Pebble Path
- 3 Entry Fence- 3ft Opening
- 1 Entry Fence w/Sleeve- 3ft Opening
- 1 Fence- 3' Opening
- 1 Fence W/ Wheel- 3' Opening
- 1 Bell Bar
- 2 IMPrint (Left)
- 1 IMPrint (Right)
- 1 10' Plastic Wave Slide
- 2 Accessible Stair- 14"
- 1 Transfer Station- 32"

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- 3 Platform- Square
- 2 9'-4" Post (IMP)
- 4 10'-6" Post (IMP)
- 6 11'-8" Post (IMP)

Additional Freestanding equipment (not shown in top view):

SAR

Accessible Seat with Regular Hangers



About this Playground

This fun and easy access, fully accessible playground entices integration, challenge, creativity, flow and movement. Kids will play for hours hopping from one activity to the next while keeping visibility high in a fully accessible playground. With primarily ground level components, children and adults of all abilities will have access. The bell bar incorporates sensory play, fence with wheel stimulates the imagination and the Aluminum Footsteps add a visual playful appeal to the traditional stepping stones. Steel Channel Climb, Pebble climb, Shape up ladder and a less challenging Arched in climb enhance the appeal of this structure with lots of entry and exit points as well as the accessible stair and transfer station.

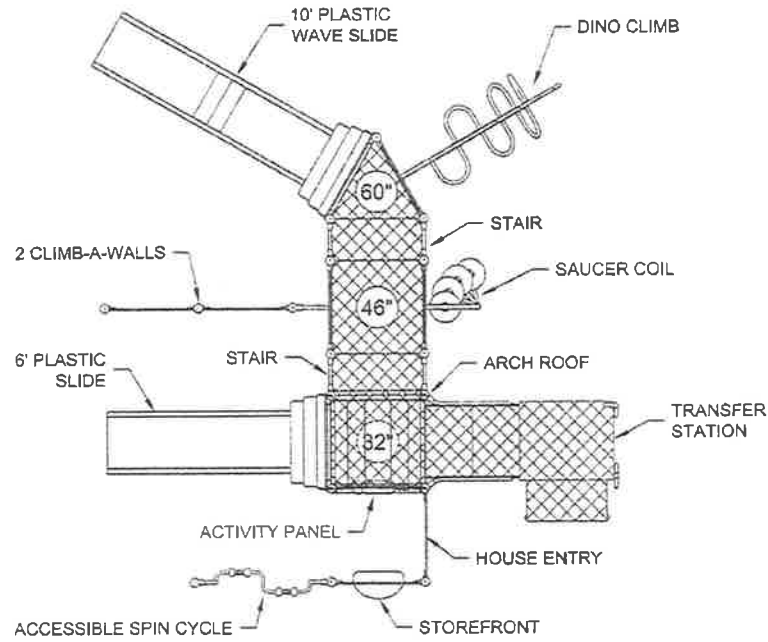
The addition of an accessible swing seat adds play value and movement for all ages!

Agility, strength building, creativity, free flow and motion play are key to the design and development of this play space!

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NO ENCROACHMENT ZONE



33'-11" [10.34m]

31'-9" [9.68m]

BLUE IMP RECOMMENDS THAT SLIDES BE INSTALLED WITH SLIDE BEDS FACING BETWEEN NORTH AND EAST



CONFORMS TO THE CAN/CSA-2614-14 STANDARD "CHILDREN'S PLAYSACES AND EQUIPMENT"
 CONFORMS TO ADA "AMERICANS WITH DISABILITIES ACT" (SUBJECT TO THE PRESENCE OF ACCESSIBLE SURFACING)

TOWN OF ERIN
 OPTION 1
 VICTORIA PARK IN HILLSBURG, ON
 BLUE IMP 10

LAYOUT #: 102561
 JOB #: J02688
 RECOMMENDED AGES: 2-12
 AREA REQ'D (SQ.FT): 1013
 PERIMETER REQ'D (FT): 128
 DRAWN BY: EH
 DATE: 28-AUG-14

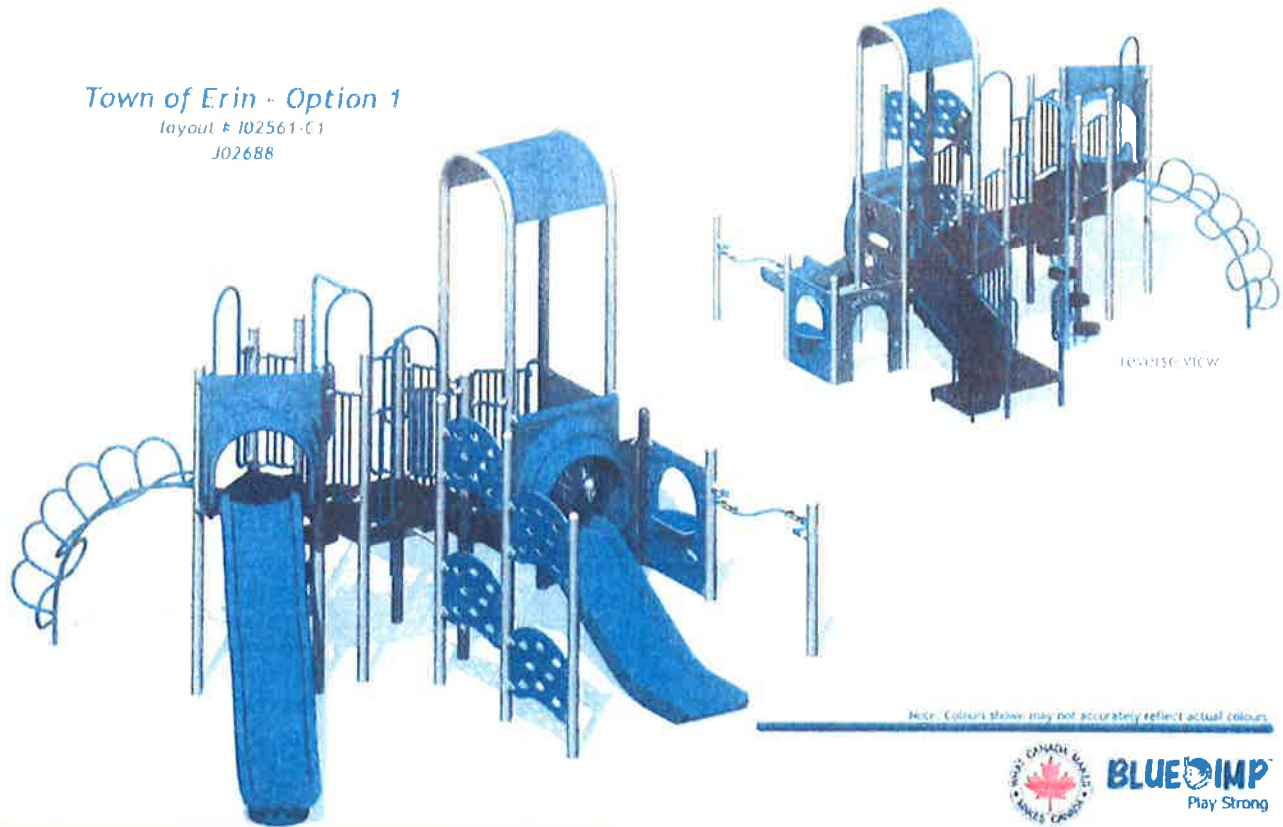


785 - 14TH STREET S.W., MEDICINE HAT, AB, T1A 4V7
 TOLL FREE: 1-800-661-1462 FAX: (403) 529-0851
 E-MAIL: sales@blueimp.com WEBSITE: www.blueimp.com

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Design Option 1 (see full size top view and 3D attached)

Town of Erin - Option 1
 layout # 102561-C1
 J02688



Extend the season with Anti-Slip Square Footage	51
Optional Anti-Slip Factory Applied Cost	\$355.47

Delivery is approximately 5 weeks from date of order
The prices listed are in effect until June 30, 2015
Prices do not include shipping or taxes

Unit Features

- 1 Dino Climb
- 1 Saucer Coil
- 2 Climb-A-Wall
- 1 Middle Entry Fence
- 1 Spin Cycle Accessible
- 1 Storefront
- 1 House Entry Panel
- 1 Activity Panel
- 2 Platform Square
- 1 Platform Tri
- 1 Arch Roof
- 1 6' Plastic Slide
- 1 10' Plastic Wave Slide
- 2 Accessible Stair
- 1 Transfer Station

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5

- 3 7'-0" Post
- 5 11'-8" Post
- 4 10'-6" Post
- 1 9'-4" Post

Additional Freestanding equipment (not shown in top view):

SAR

Accessible Seat with Regular Hangers



About this Playground

This playground named "Spring Breeze" will attract children who want to explore, challenge and create adventure!

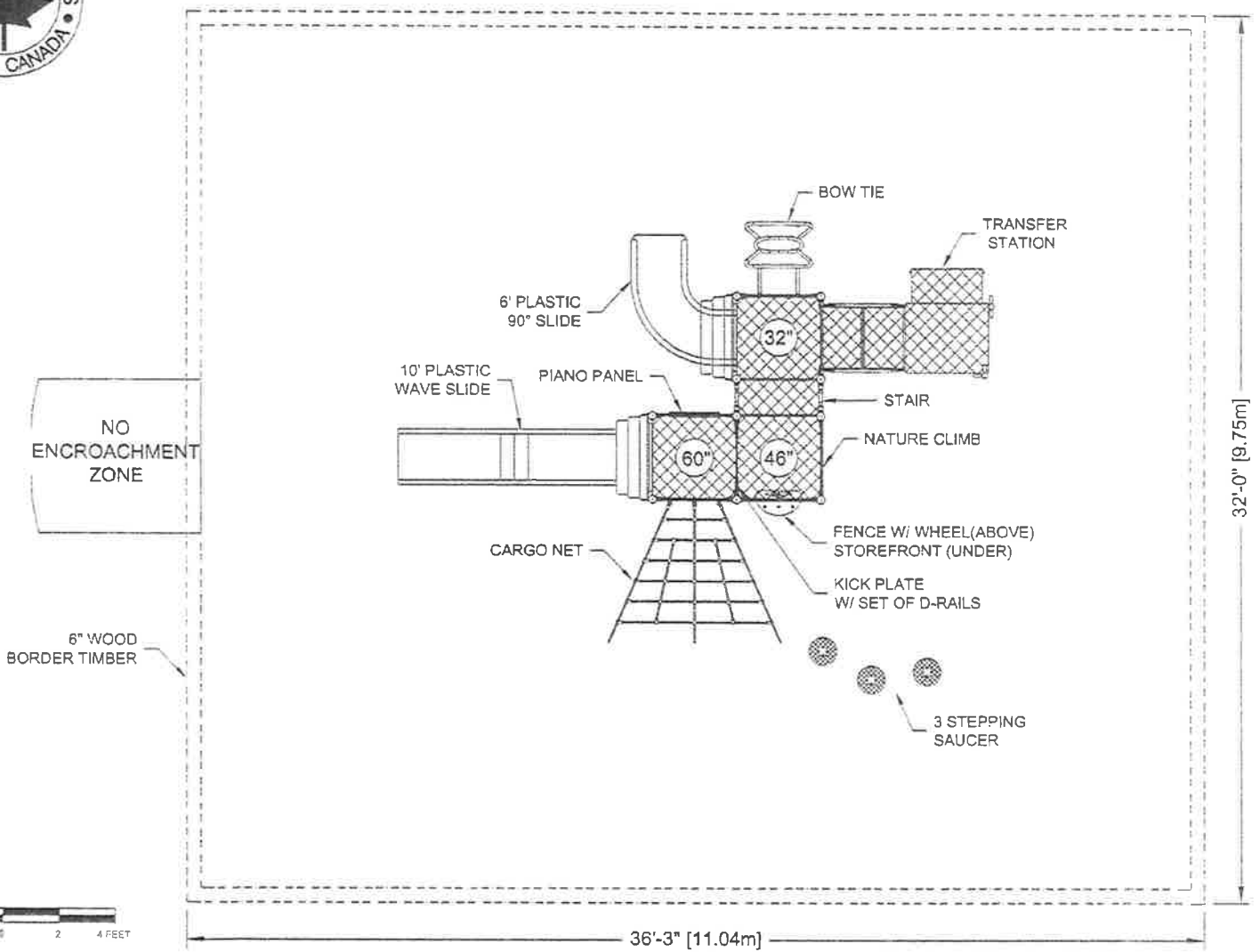
This colourful and modern themed playground includes 7 ground level accessible play features!

Inclusive with a transfer station, a wave slide, straight slide, saucer climb, Dino Climb and a Climb-A Wall climber for more agility and horizontal scaling. The interactive storefront, Welcome Crawl through panel, Activity panel and Spin Cycle allows the little ones to entertain while staying safe away from the slides and more challenging climbers.

The addition of an accessible swing seat adds play value and movement for all ages!

This playground is perfect at entertaining all ages!

DRAWINGS AND SPECIFICATIONS ARE PROPERTY OF S.F. SCOTT MANUFACTURING. THIS DRAWING MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE PRIOR WRITTEN CONSENT OF THE ENGINEERING DEPARTMENT



BLUE IMP RECOMMENDS THAT SLIDES BE INSTALLED WITH SLIDE BEDS FACING BETWEEN NORTH AND EAST



CONFORMS TO THE CANICSA-ZM14-14 STANDARD "CHILDREN'S PLAYSPACES AND EQUIPMENT"
 CONFORMS TO ADA "AMERICANS WITH DISABILITIES ACT" (SUBJECT TO THE PRESENCE OF ACCESSIBLE SURFACING)

TOWN OF ERIN
 OPTION3
 VICTORIA PARK IN HILLSBURG, ON
 BLUE IMP 10

LAYOUT #: 103266
 JOB #: J02688
 RECOMMENDED AGES: 2-12
 AREA REQ'D (SQ.FT): 1028
 PERIMETER REQ'D (FT): 129
 DRAWN BY: CM
 DATE: 14-MAY-15

BLUE IMP
 Play Strong.
 705 - 14TH STREET S.W., MEDICINE HAT, AB T1A 4V7
 TOLL FREE: 1-800-861-1462 FAX: (403) 529-0851
 E-MAIL: sales@blueimp.com WEBSITE: www.blueimp.com

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Design Option 3 (see full size top view and 3D attached)*Town of Erin - Option 3**layout # 103266-C1
J02688*

Note: Colour shown may not accurately reflect actual colour.



BLUEIMP
Play Strong

**Extend the Season with Anti-Slip Square Footage
Optional Anti-Slip Factory Applied Cost**

**51
\$355.47**

**Delivery is approximately 5 weeks from date of order
The prices listed are in effect until December 31, 2015
Prices do not include shipping or taxes**

Unit Features

- 1 Bowtie
- 1 Cargo Net- 60"
- 1 Nature Climb- 46"
- 1 D Rails- Set of 2
- 2 Entry Fence- 3ft Opening
- 1 Fence W/ Wheel- 3' Opening
- 3 Stepping Saucer
- 1 Piano Panel
- 1 Storefront 3' Opening
- 1 6' Plastic 90 Deg Slide
- 1 10' Plastic Wave Slide
- 1 Accessible Stair- 14"
- 1 Transfer Station- 32"
- 1 Kick Plate 14"
- 3 Platform- Square
- 2 9'-4" Post (IMP)

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9

- 4 10'-6" Post (IMP)
- 4 11'-8" Post (IMP)

Additional Freestanding equipment (not shown in top view):



SAR

Accessible Seat with Regular Hangers

About this Playground

*This exciting and traditional fully accessible playground entices challenge, creativity, flow and movement. Kids will play for hours hopping from one activity to the next while keeping visibility high in a fully accessible playground. With primarily ground level components, children and adults of all abilities will have access. The **musical piano panel, rope climber and Nature Climb offer more challenge in this compact structure, while the Bow Tie, Ice Cream station with stepping saucers offer a place to climb, sit or imagine with friends.***

The change in deck colour to blue adds vibrancy and a modern feel.

The addition of an accessible swing seat adds play value and movement for all ages!

Agility, strength building, creativity, free flow and motion play are key to the design and development of this play space!

Deliverables and Installation:

- All composite structures will be installed using concrete footings
- All units have been manufactured in Canada using the CAN/CSA Z614-14 standard (See compliance letter)
- Installer/contractor guarantees and warrants the work will be guaranteed for 12 months from date of installation. See Manufacturers exceptional warranty for equipment attached
- All Equipment is IPEMA certified
- Regular bearing hangers will be used for Swing attachments
- Swings are Accessible equipment features
- All decks and stepping saucers are vinyl coated steel
- Shipping is included in all project pricing
- All Slides and Roofs are Stainless Steel unless otherwise noted. Our Steel Railings, Hammerlock Connectors, Wrap-Free Bearing Swing Hangers create a VERY LOW MAINTENANCE site
- Structures are designed and quoted using our IMPplay specifications: All posts are 3.5" round (See **IMPlay specification sheet** attached) Heavy Duty round steel support posts with factory-installed threaded inserts for

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an easy direct-bolt clamp-less system; tamper resistant. Well suited for high use applications and smaller areas and budgets. With the same 12 gauge durability of our Mega Play units which meet and/or exceed all the requirements noted in the RFP. Saving you money and space to allow for more playable features.

- Site work will be completed by the Town/Lions Club. Existing equipment will be removed by the Town also. Site will need to be excavated to a depth of 15" to allow for 12" compressed EWF (engineered wood fibre) and geo textile fabric cloth material as well as 3" of clear stone for drainage (supplied by Town).
- 2 rows of New pressure treated timbers for perimeter are included
- Modular fencing will be supplied for the site installation and surfacing period (expected 1 week per site)
- Final Playground inspection/audit is not included but can be for a cost of \$400 for each playground.
- This proposal includes all requirements of the RFP
- Current Manufacturing/delivery timeline: 6 weeks based on award date of June 15, 2015.
- Installation Schedule: 5-7 days per park pending good weather conditions and no unforeseen ground obstructions.

Conflict of Interest: There is no conflict of interest.

Insurance: We shall provide the Town with a copy of our current WSIB certificate or Independent Operator Status under the WSIB Act upon award of project.

PRICING:

Inclusive of all site work, components and installation and EWF surfacing as noted.

Design Option 1

Structure with Installation, supply and installation of EWF, filter cloth and 2 rows of timber surround for a min. area of 32 x 34'

Total \$32,029.00 Plus HST [REDACTED]

Structure with Installation, supply and installation of EWF, filter cloth and 2 rows of timber surround for full area of 50 x 50'

Total \$38,104.00 Plus HST [REDACTED]

Design Option 2

Structure with Installation, supply and installation of EWF, filter cloth and 2 rows of timber surround for a min. area of 32 x 34'

Total \$28,195.00 Plus HST [REDACTED]

Structure with Installation, supply and installation of EWF, filter cloth and 2 rows of timber surround for full area of 50 x 50'

Total \$33,770.00 Plus HST [REDACTED]

Design Option 3

Structure with Installation, supply and installation of EWF, filter cloth and 2 rows of timber surround for a min. area of 32 x 34'

Total \$28,964.00 Plus HST [REDACTED]

Structure with Installation, supply and installation of EWF, filter cloth and 2 rows of timber surround for full area of 50 x 50'

Total \$35,038.00 Plus HST [REDACTED]

The options presented deserve further discussion and I welcome your call to book a meeting or speak over the phone. Colours can be changed to your selection.

11

Future/Additional freestanding items to consider to fill the 50x50' area :

Design option 1: add a Crazy Cup for spinning fun! \$1239



Option 2: add a Lunar Scooter \$3456

Design option 3: add a Lunar Scooter \$1442 with an Ogopogo and Accessible Rings overhead set.



Thank you for the opportunity to quote on this project. I look forward to our next steps. If any adjustments are required please contact me at 416.566.7249.

Sincerely

Christina Doracin

Southern Ontario Consultant

cdoracin@rogers.com



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TOWN OF ERIN

#5684 Trafalgar Rd. RR #2
 Hillsburgh, Ontario N0B 1Z0
 www.erin.ca

**Recreation Department**

Tel-Erin: (519) 833-2114, Ext.21
 Tel-Hillsburgh (519) 855-4417
 Erin Fax: (519) 833-7310

Erin E-mail graham.smith@erin.ca

Request for Proposal REC-2015-002 Playground Equipment

The Town of Erin is accepting proposal and quotation for the removal of existing playground equipment, and supply and installation of new playground equipment.

SEALED QUOTES plainly marked "RFP REC-2015-002 PLAYGROUND EQUIPMENT" will be received at Erin Community Centre main office, 14 Boland Drive box 662, Erin Ontario N0B 1T0, until 5 pm LOCAL TIME on May 26th, 2015.

Attention: Graham Smith
 Facilities Manager

For mandatory quotation documents, specifications and requirements see attachment.

For Further Information please contact:

Graham Smith
 Facilities Manager
 Phone: 519-833-2114 ext#21 Alt# 519-833-2887 ext#21
 Email: graham.smith@erin.ca

RFP REC-2015-002 Playground Equipment

Blue Imp

Name of Bidder

HST Registration No.

894 Isaac Phillips Way, Newmarket, ON L3X 2Y8

Mailing Address of Bidder

Postal Code

or 766 14 St. SW, Medicine Hat, Alberta

1 800 661 1462 or 416 566 7249 FAX 403 529-0851

Telephone Number

Fax Number

Christina Doracin Southern Ontario Consultant

Name and Position of Person Signing for Firm

Email Address

cdoracin@rogers.com

CDoracin

Signature

May 25/15

Dated

CONTRACTOR'S DISCHARGE OF LIABILITIES

The Bidder shall discharge and cause each Subcontractor to discharge all liabilities incurred, for labour, materials or services, used or reasonably required for use in the performance of this contract on the date upon which each becomes due. At the request of the Town, the Bidder shall furnish the Town with evidence satisfactory to it that his liabilities and those of the Subcontractors, as aforesaid, have been discharged and this shall include certificate of certificate from the Workers' Compensation Board that they have complied with the requirements of the Workers' Compensation Board and are in good standing on the book of the Board.

No Payment to which the Bidder is otherwise entitled under this contract shall be at the discretion of the Town, be due and payable to him so long as he or any Subcontractors are in default under this section, and upon such default occurring, the Town may, in respect of claims submitted by creditors having a contractual relationship with the Bidder, after notice in writing to the Bidder and surety, withhold payment on the whole or any part of such liability of the Bidder. Interest will not be paid on any such funds withheld.

ESTIMATED MATERIALS	ESTIMATED LABOURS	ESTIMATED EQUIPMENTS	TOTAL BID PRICES
--------------------------------	------------------------------	---------------------------------	-----------------------------

*All Proposal
page 10*

HST

TOTAL

I/WE the undersigned hereby agree to perform all works associated with this quotation for the above noted lump sum price and to have satisfactorily completed the project in whole by July 31/15 2015, in accordance with the provisions, specifications and conditions of the quotation.

Blue Imp, Christina Doracin
Name of Firm or Individual

H. Office: 766 14th St. SW., Medicine Hat, AB T1A 4V7

LOCAL: 894 Isaac Phillips way, Newmarket, ON L3X2Y8
Address Postal Code

Christina Doracin
Name of Signing Person for Firm

Southern Ontario Consultant
Signature

Erin Community Centre
14 Boland Drive
Box 662
Erin, Ontario
N0B 1T0

Electronic or Facsimile quotes will not be accepted

LOWEST or any Quotation may not necessarily be accepted.

Please direct technical inquiries to:

Graham Smith
Facilities Manager
Email: graham.smith@erin.ca
Phone: 519-833-2114 ext#21 Alt No. 519-833-2887 ext#21

We, the undersigned have examined the specification and the locations of the work described herein and are fully informed as to the nature of the work and the conditions relating to its performance and understand that the quantities are lump sum determined by bidder.

The undersigned hereby proposes to furnish all labour, equipment and materials necessary to do the work as specified herein.

The undersigned agrees that this Quotation shall remain open for acceptance and the prices shall remain firm and unchanged, notwithstanding any error in calculation, for a period of thirty 30 days, from the date of closing this Quotation and the town may at any time within the same period accept said Quotation, whether any other Quotation has been previously accepted or not. Initial acceptance of the Quotation shall be by telephone. Notification of Final Acceptance shall be given upon completion of the Form of Agreement between the Contractor and the town of Erin.

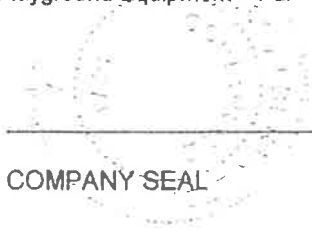
I/We (the Contractor) promise to commence work on July 22/15 and to diligently perform the work continuously and without undue delay and promise to complete the work by July 31/15

Signature [Handwritten Signature]
Position Southern Ontario Consultant

manufacturing time is
6 weeks from order detail
approval.

Company Seal Blue Imp.
See attached Company Name

Playground Equipment – Par



1594981 Alberta Ltd. o/a Blue
Imp.

COMPANY SEAL

COMPANY NAME

BLUE IMP WARRANTY

High Quality Products backed by Outstanding Service and Warranty

Blue Imp has been manufacturing playgrounds and park amenities for four generations. We continue to build high quality play systems that will enable kids to "play strong" for generations to come.

Understanding that a guarantee is only as good as the company issuing it, continue to back our products with outstanding customer service and a no-nonsense warranty that is second to none.



LIFETIME WARRANTY

On all stainless steel hardware and steel support posts against structural failure due to corrosion or deterioration.

25-YEAR WARRANTY

On all stainless steel components and aluminum spring animals against structural failure due to defective materials or workmanship.

15-YEAR WARRANTY

On all vinyl-coated steel components against defective materials or workmanship (excludes anti-slip coating). 15-year limited warranty applies to boulders due to defects in material or workmanship (does not include hairline cracks or colour variations).

10-YEAR WARRANTY

On cable/rope components against breakage. On steel, plastic or wood components against defective materials or workmanship. On glass fibre reinforced concrete (GFRC) products against structural failure due to defective materials or workmanship.

5-YEAR WARRANTY

On bearings and anti-slip coatings against defective materials or workmanship.

3-YEAR WARRANTY

On cable/rope components and GFRC products against natural deterioration and maturing defects.

2-YEAR WARRANTY

On all "Music Outdoors" products against defective materials or workmanship.

1-YEAR WARRANTY

On IMPulse hydraulic cylinders against structural failure due to defective materials or workmanship.


 play

BLUE IMP SPECIFICATIONS: IMP PLAY FORMAT

For sleek, compact playground structures designed to delight all ages and to fit smaller spaces and smaller budgets, our ImpPlay format is the perfect solution. Ideal for both school and park applications.

Features:

- sturdy round support posts, 89mm O.D. x 3mm (3.5" O.D. x 11ga), constructed of galvanized Allied Flo-Coat steel tubing
- secure, tamper-resistant, clampless connection system
- cast aluminum fittings and post caps
- corrosion-resistant, tamper-resistant steel hardware
- heavy-duty, vinyl-coated perforated steel platforms
- high performance, UV-resistant polyester powder coating on all posts, rails, components, fittings and post caps

GENERAL SPECIFICATIONS

Support Posts: in-line galvanized Allied Flo-Coat steel with triple layer protection for maximum strength and corrosion resistance; lifetime warranty.

Steel Components & Rails: in-line galvanized Allied Flo-Coat steel tubing with triple layer protection for maximum strength and corrosion resistance.

Stainless Steel Slides: bedway constructed of 1.65mm (16ga) stainless steel. Durable, vandal-resistant, static-free (cochlear-implant friendly) and 100% recyclable.

Hardware: corrosion-resistant, tamper-resistant steel for durability and safety; lifetime warranty.

Rails & Connection Pipes: 33mm (1 5/16") O.D. steel tubing for strength and easy gripping.

Finish: high performance, solvent-free polyester super durable powder coating for maximum UV and humidity resistance as well as colour and gloss retention in weather extremes. Life expectancy is three times longer than comparable coatings.

Platforms, Ramps, Stairs and Stepping Saucers: one-piece perforated steel plate with a heavy-duty vinyl coating for durability and resilience; 8mm (5/16") perforations minimize moisture and ice retention.

Plastic Panels: 19mm (3/4") thick high-density UV-stabilized food-grade extruded polyethylene sheet.

Plastic Slides: molded from medium-density, UV-inhibited food-grade polyethylene resin. Double-walled with an average wall thickness of 8mm (5/16").

All Blue Imp products meet or exceed the current CAN/CSA Z614, ASTM F1487 and CPSC standards.


BLUE IMP™
 Play Strong.

BLUE IMP CARES ABOUT GREEN

Do kids care about the environment? You bet! And so does Blue Imp. From our eco-friendly steel products to our PVC-free plastic components, we strive to choose materials that are positive for the environment and safe for children.

In fact, when it comes to green thinking, Blue Imp got a headstart. In the 1930s, long before recycling was cool, Blue Imp founder Simon F. Scott reclaimed the steel tubing from decommissioned steam locomotives to manufacture swings.

Leaner and Greener

Blue Imp continues to move forward with lean manufacturing initiatives to increase efficiency and reduce waste. From improving energy efficiency to ensuring every piece of waste metal is collected for recycling, lean manufacturing helps minimize our impact on the environment.



Eco-Friendly Steel

Blue Imp recognizes that steel is an eco-friendly choice for playgrounds. It's one of the reasons we offer such a wide array of steel playground products. Steel is the most recycled material on the planet; in fact, two thirds of all new steel comes from recycled input. Steel's long lifespan combined with its high recycle content make it more sustainable than other materials. Once the time comes to replace your steel equipment, it can be easily and fully recycled.

PVC-Free Plastic Components and Solvent-Free Coatings

Along with steel, Blue Imp chooses materials that reduce environmental impact and risk to children. Our plastic components are a food-grade polyethylene resin free of PVC, lead and other heavy metals and can be fully recycled where facilities exist. Our polyester powder coatings are free of solvents and heavy metals.

Close to Home

Because Blue Imp products are made in Canada, our products are closer to you, the customer. The same goes for service and parts. Easier for you and easier on the environment!

CANADA STRONG



Made in Canada. Fabricated in Canada. Produced in Canada. No matter how you say it, it's a fact we are proud of. As Canada's longest standing playground and park equipment manufacturer, Blue Imp continues to fabricate products at our facility in Medicine Hat, Alberta.

Understanding Canada's Needs

At Blue Imp, we understand Canada's climate and strive to design products that stand up to weather extremes while offering year-round play value.

Ensuring Quality & Safety

Because Blue Imp is 100% owned and operated in Canada, you can rest assured that the products you buy meet or exceed all CSA standards and were manufactured under safe and fair working conditions.



Employing Canadians

Blue Imp provides jobs for Canadians in a wide range of positions, including research and design, drafting, fabrication, finishing, quality control, sales, administration, shipping and installation. In addition, Blue Imp's apprenticeship and training opportunities help to develop Canada's workforce.

Reducing Environmental Impact

Because our products are manufactured right here at home, they are closer to you, which means less transport and lower emissions, both for your initial purchase as well as service and parts in the future.

Building a Stronger Canada

As the engine of the economy, manufacturing fuels other sectors, creating a multiplier effect that generates wealth and job growth for all. When you purchase Blue Imp products, you are helping to build a stronger community and a stronger Canadian economy. As the founder of Blue Imp wisely said, "What Canada makes, makes Canada!"

BLUE IMP
Play Strong.



Staff Report

Report #: #2015-05
Date: June-2-15
Submitted By: Sharon Marshall, Director of Finance
Subject: ANNUAL SURPLUS REPORT – 2014

Recommendations:

Be it resolved that Council receives the Director of Finance’s 2014 Annual Surplus Report with attachments pursuant to the Annual Surplus Policy adopted by Council Resolution #13-40 for consideration.

And That Council authorizes the transfer of \$156,625. into the Tax Stabilization Reserve as recommended.

Background:

Although the *Municipal Act* requires that municipalities account for the previous year’s surplus or deficit in the subsequent budget year, there are other alternatives for the treatment of the surplus. Rather than reducing the next year’s tax impact, it is common practice by many municipalities to transfer the current year’s surplus into a “Reserve” instead. The ‘surplus reserve’ can be used in future years to stabilize tax rates, cover a previous deficit or fund specific capital projects.

Good financial planning suggests that we should endeavour to set a stable tax rate to fund the true operational costs of the Town at an accepted standard of average service. Although fluctuations in costs are unpredictable and often unavoidable, we should plan to level-out those unexpected costs by setting aside some contingency funds as well. And lastly, surpluses realized from incomplete or unexpended capital works should not be used to reduce operational tax impacts in the next year, but rather set aside in identified Capital Reserves for future capital funding.

In January 2013 Council adopted the new policy for the Town whereby general tax-generated annual surpluses would be transferred into a “TAX STABILIZATION RESERVE” at year-end. The Tax Stabilization Reserve could be used in future years to cover possible deficits in a previous budget year. As well, the Reserves could be used to minimize, or ‘stabilize’, a major tax impact in a year where unusual cost increases occur. Lastly, where surpluses are

identified from unexpended capital projects, those surpluses may be transferred into specific Capital Reserves as recommended from time to time.

Financial Impact:

As required by the Policy, I have reviewed the 2014 financial information and identified tax-funded surpluses of revenue over expenditures. **Attachment 1** details 3 types of Reserve transfers, by Department:

- Reserves set aside at year-end 2014 for unspent Capital tax funding,
- 2014 year-end Reserves to be set aside through the 2015 Budget process,
- The transfer of \$156,625 from General departmental tax surpluses into the Tax Stabilization Reserve.

Attachment 2 shows the 2014 Roads department Capital Projects and identifies the projects to be funded through tax revenues. The unspent tax funding has been set aside in specific Road's Capital Reserves at year-end.

It is important to note that should the final 2014 audit report different results, the Tax Stabilization will be subsequently adjusted if required.

Consultation:

The "Annual Surplus Policy" adopted January 22, 2013 was consulted for process. The Policy is included as **Attachment 3**.

Communications Plan:

Reports circulated with the Agenda for June 2, 2015.

Conclusion:

That the 2014 surpluses, as identified, be set aside in Reserves as Policy requires.

Appendices:

1. 2014 SURPLUS ANALYSIS
2. 2014 ROADS DEPT CAPITAL SURPLUS
3. ANNUAL SURPLUS POLICY No.13-40

2014 SURPLUS ANALYSIS

June 2, 2015 Treasurer's Report to Council
Pursuant to Annual Surplus Policy Resolution #13-40

*TAX LEVY SURPLUSES = Actuals/Budget Net Costs

ATTACHMENT 1

DEPT		SURPLUS/(DEFICIT)			ICE STORM ASSIST. GRANT A/R		
		OPERATIONS	CAPITAL	TOTAL	2014	2013	TOTAL
GEN GOVT	COUNCIL	\$24,371	\$0	\$24,371			
	ADMIN	(\$13,290)	\$15,328	\$2,038		\$1,477	\$1,477
	TO RESERVES			\$0			
		\$11,081	\$15,328	\$26,409			
PROTECTION	BLDG	\$17,666	(\$714)	\$16,952 (4)			
	BYLAW	(\$3,260)	\$0	(\$3,260)			
	CONSERV	\$0	\$0	\$0			
	FIRE	\$16,530	(\$2,158)	\$14,372	\$2,538	\$38,658	\$41,196
	EMERG PLN	\$468	\$0	\$468			
	ANML CONT	\$58	\$0	\$58			
		\$31,462	(\$2,872)	\$28,590			
PUBLIC WORKS	ROADS	(\$343,616)	\$238,950	(\$104,666)	\$374,185	\$24,586	\$398,771
	STREETLIGHTS	(\$1,794)	\$0	(\$1,794)			
	WATER	\$48,310	\$0	\$48,310	\$3,300	\$2,976	\$6,276
	ENVIR SERV	\$799	\$0	\$799			
	TO RESERVES	(\$48,310)	(\$238,950)	(\$287,260) (1) & (2)			
		(\$344,611)	\$0	(\$344,611)			
RECREATION	HCC	(\$38,499)	(\$1,019)	(\$39,518)			
	ECC/CENTRE 2000	(\$42,945)	\$2,655	(\$40,290)			
	ERIN TENNIS CLUB	\$0	\$0	\$0			
	BALLINAFAD C.C.	\$13,738	\$0	\$13,738 (5)			
	PARKS& GEN	\$11,454	\$0	\$11,454			
	HILLS PARKS	\$11,925	\$4,352	\$16,277			
		(\$44,327)	\$5,988	(\$38,339)			
OTHER FACILITIES	CEMETERIES	(\$2,789)	\$0	(\$2,789)			
	RENTAL BLDGS	(\$2,009)	\$0	(\$2,009)			
		(\$4,798)	\$0	(\$4,798)			
PLANNING/EC DEV	PLANNING	\$12,262	\$0	\$12,262			
	ECO DEV	\$39,090	\$0	\$39,090			
	TO RESERVES	(\$34,474)		(\$34,474) (3)			
		\$16,878	\$0	\$16,878			
BIA	BIA	(\$2,323)	\$0	(\$2,323)			
OTHR REV	TAX LEVY	\$0	\$0	\$0			
	PIL'S	\$3,003	\$0	\$3,003			
	OMPF GRANT	\$0	\$0	\$0			
	ICE STORM ASS'T	\$447,720	\$0	\$447,720	\$380,023	\$67,697	\$447,720
	SUPP TAX	\$54,786	\$0	\$54,786			
	SURPLUS	\$0	\$0	\$0			
		\$505,509	\$0	\$505,509			
TAX SURPLUS	GRAND TOTALS	\$168,871	\$18,444	\$187,315 (6)			

NOTES

- (1) Unspent ROAD'S Capital Project Funding TO ROAD'S CAPITAL RESERVES
- (2) Water Dept Operating surplus to Life Cycle Reserves
- (3) Ec Dev Surplus to Ec Dev Reserves

\$238,950 see Attachment 2
\$48,310
\$34,474

TOTAL 2014 TRANSFERS

\$321,734

- (4) Building Dept SURPLUS 2014 to Bldg Reserve Funds 2015 Budget
- (5) Ballinafad Comm Centre- 2015 Budget
- (6) GENERAL SURPLUS TO TAX STABILIZATION RESERVE

\$16,952
\$13,738
\$156,625
\$187,315

TOTAL 2015 TRANSFERS

as per Annual Surplus Policy Resolution #13-40

17-Mar-15

ROADS DEPT CAPITAL - SURPLUS TO ROADS CAPITAL RESERVES

ATTACHMENT 2

ROADS DEPARTMENT

	2014	2014			
		actual			
	Expenditures	Expenditures	2014 BUDGET	ACTUAL TO	UNSPENT TAX
	BUDGET	TO DEC 1 2014	NET TAX	DEC 31ST	SURPLUS TO
			FUNDING	NET TAX	RESERVES
				FUNDING	
Sidewalk Replacements (since 2011)	\$56,825		\$0	\$0.00	\$0.00
Shop Ventilation (since 2011)	\$25,000		\$0	\$0.00	\$0.00
Retaining Walls- replacements (since 2012)	\$49,824		\$0		\$0.00
Streetlights - Pole Trans Replacements & lights (2012)	\$50,000		\$0		\$0.00
Replace Truck # 26 - 2006 Ford 4x4 (from 2013)	\$69,500	\$66,089.70	\$0	\$0.00	\$0.00
GIS Mapping (from 2013)	\$12,280	\$8,586.51	\$0	\$0.00	\$0.00
Rural Reconstruct 17 Sideroad - Sec 300, 310, 320	\$602,683	\$188,654.73	\$13,953	\$0.00	\$13,953.00
Surface - annual programme	\$59,000	\$27,131.94	\$59,000	\$27,131.94	\$31,868.06
Replace Pickup # 14 - 2006 Chev	\$35,000	\$30,472.42	\$33,000	\$28,829.84	\$4,170.16
Rehabilitate village streets (delay 2nd line 1 year)	\$300,000	\$258,191.95	\$92,000	\$50,191.95	\$41,808.05
Pulverize & Resurface 2nd Line - Sec 730 (delay 1 year)	\$0	\$0.00	\$0	\$0.00	\$0.00
Replace Grader # 30 - 1999 Champion 740	\$360,000	\$374,905.56	\$230,000	\$227,905.56	\$2,094.44
Rehabilitation Bridge 15 - Charles St, metal railing	\$0		\$0	\$0.00	\$0.00
Rehabilitation Culvert 14 - Churchill Blvd	\$0		\$0	\$0.00	\$0.00
Culvert 2061 Cedar Valley, pre-Engineer, design, material	\$40,000	\$33,411.79	\$0	\$0.00	\$0.00
Station St Rehabilitation project (EA only)	\$190,000	\$44,942.75	\$190,000	\$44,942.75	\$145,057.25
	\$0		\$0	\$0.00	\$0.00
	\$1,850,112	\$1,032,387.35	\$617,953	\$379,002.04	\$238,950.96
					TO RESERVES
					\$13,953.00
					\$31,868.06
					\$4,170.16
					\$41,808.05
					\$2,094.44
					\$145,057.25
					\$0.00
				TOTAL	\$238,950.96
				TRANSFER TO ROADS CAPITAL RESERVES DEC 31 2014	\$238,950.00

(1)

TOWN OF ERIN

ANNUAL SURPLUS POLICY

DEPARTMENT	Finance
EFFECTIVE DATE	January 1, 2013
SUBJECT	Annual Year-End Surplus and Establishment of Tax Rate Stabilization Reserve
AUTHORITY	Council Resolution adopted January 22, 2013 Resolution #13-40

PURPOSE:

1. To establish the reporting principles governing the funding and allocation of the Town's year-end financial position.
2. To establish a "Tax Rate Stabilization Reserve" to promote a long term and corporate approach to the use of surplus operating funds.

STATEMENTS:

1. The Treasurer shall submit a report to Council showing the final fiscal year-end financial position and recommending what action, if any, is required.
2. The overall year-end position (surplus or deficit) is considered a corporate financial position.
3. Council is responsible for considering action with respect to the funding of deficits and the allocation of surplus funds for the corporation.
4. Any actual year-end deficit shall be funded first by transferring funds from the Tax Rate Stabilization Reserve, and secondly through the following year's operating budget.
5. The Treasurer shall prepare recommendations for Council with respect to the allocation of any year-end surplus. Any such recommendation shall be given the following considerations:
 - a. That the surplus is corporate in nature (see Statement 2 above)
 - b. That the surplus be utilized in a manner which contributes to the long term financial health and
 - c. stability of the corporation.
 - d. That bringing forward surplus funds into the following year's budget can potentially create longer term problems, such as if a significant surplus is available one year, and not in the next. In such case, a levy increase is required for no other reason than a surplus did not exist, or did not exist to the same magnitude.

- e. That allocating surplus to finance capital projects and to reserves is an integral part of a successful long term fiscal strategy.

DEFINITIONS:

Deficit: a year-end corporate financial position in which total expenditures exceed total revenues

Surplus: a year-end corporate financial position in which total revenues exceed total expenditures

Fiscal Year: January 1 to December 31



Staff Report

Report #: #2015-06

Date: June-2-15

Submitted By: Sharon Marshall, Director of Finance

Subject: Canada 150 Community Infrastructure Program – Project Authorization

Recommendations:

Be it resolved that Council authorizes staff to submit a grant funding application under the Canada 150 Community Infrastructure grant Program for funding to support the improvements and accessibility upgrades to the Victoria Park playground equipment in Hillsburgh;

And That the Town of Erin application will request 33.3% government funding to support the anticipated Project costs up to \$150,000.

Background:

On May 20th 2015 the Government of Canada announced the Canada 150 Community Infrastructure Program to celebrate the 150th anniversary of the Confederation of Canada. Applications for funding must be submitted by the deadline of Tuesday June 9, 2015. The “Program Guidelines” are attached as Appendix 1.

All senior staff met on Wednesday May 27th to discuss the Program and suggest eligible projects. At least 9 potential projects were introduced and considered. At the conclusion of the meeting, staff agreed that a project to make major improvements to the Victoria Park playground, including accessibility upgrades, met, most favourably, the criteria of the Program. Replacement of the Victoria Park playground equipment is included on the Town’s 5-Year Capital Plan for 2017. With funding from Canada 150, the project could be moved forward in the capital budget, and expanded to increase the scope of the equipment.

Financial Impact:

Facilities Manager Graham Smith is most familiar with the costs for playground equipment. He suggested that a budget of \$150,000 would provide funds for major renovation and

expansion of the equipment. The Program Guidelines state that “priority may be given to those projects that require a federal contribution of only 33.3%”. The Town’s share of 66.7% of the costs could be funded through tax dollars, and Reserve Funds. Donations and contributions from community groups and local business will be sought.

Consultation:

Staff referred to the Town’s 5-Year Capital Plan, as well as the Canada 150 Program Guidelines for information.

Communications Plan:

A copy of Council’s Resolution to authorize this project will be submitted with the application by June 9, 2015.

Conclusion:

Senior staff supports the playground equipment project for Canada 150 Infrastructure Program funding. This project meets the Program criteria including community infrastructure expansion of an existing recreational facility, work completion between April 2016 and 2018, and ‘incrementality’ requirements.

Appendices:

1. Canada 150 Community Infrastructure Program Guidelines



✓ rec'd May 21, 2015

Canada 150 Community Infrastructure Program

PROGRAM GUIDELINES



Federal Economic Development
Agency for Southern Ontario

Agence fédérale de développement
économique pour le Sud de l'Ontario

Canada



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Background

Economic Action Plan 2015 announced \$150 million nationally over two years for the new Canada 150 Community Infrastructure Program (CIP 150). The CIP 150 is part of a coordinated federal approach to celebrating Canada's 150th anniversary.

Under the theme "Giving back to Canada" — shaping the future, leaving a lasting legacy and giving a gift to Canada — this program will support the rehabilitation, renovation and expansion of existing public infrastructure assets such as community centres, recreational facilities, local arenas, cultural centres and other community infrastructure. This commitment is expected to strengthen public infrastructure and provide economic benefits in communities across Canada.

The Federal Economic Development Agency for Southern Ontario (FedDev Ontario) is delivering the program in southern Ontario with an allocation of \$44.4 million over two years.

Eligibility

I. Eligible Recipients

Eligible recipients under the program include:

- a municipal or regional government established by or under provincial statute;
- a band council or an Aboriginal government authority established by a Self-Government Agreement or a Comprehensive Land Claim Agreement;
- an incorporated not-for-profit organization;
- a provincial entity that provides municipal-type infrastructure services to communities, as defined by provincial statute; and
- a public-sector body that is established by or under provincial statute or by regulation or is wholly owned by a province, municipal or regional government which provides municipal-type infrastructure services to communities.

II. Eligible Projects

Funding is for the rehabilitation, renovation and expansion of existing community infrastructure assets that are non-commercial in nature and located in southern Ontario. Please see the [Application Process](#) section for a list of eligible communities.

~~Ineligible projects~~ include construction of new infrastructure, temporary installations, or facility expansions that would result in a significant increase of the asset (i.e. more than a 50 percent increase in square footage).



Eligible projects must:

- fall under an eligible category and be proposed by an eligible recipient;
- be for the rehabilitation, renovation or expansion of existing community infrastructure assets;
- be open for use to the public and not limited to a private membership;
- leverage a minimum of 50 percent of funding from other sources. Priority may be given to projects that leverage 66.6 percent or more; and
- be substantially completed by March 31, 2018.

For the purposes of the program, "substantially completed" has the same meaning and shall be determined in accordance with how the term "substantially performed" is defined in subsection 2(1) of the *Construction Lien Act*, R.S.O. 1990, c. C.30, as amended, and "Substantial Completion" shall have a corresponding meaning.

Projects must fall within the following project categories to be eligible for funding under the program:

- community centres (including Legion Halls);
- cultural centres and museums;
- parks, recreational trails, including fitness trails, bike paths and other types of trails;
- libraries;
- recreational facilities including local arenas, gymnasias, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, golf courses, ski hills or other types of recreational facilities;
- tourism facilities;
- docks;
- cenotaphs; and
- other existing community infrastructure assets for public benefit that have a local community impact, such as local roads, drinking water treatment and distribution systems, connectivity and broadband, local airports, solid waste management and wastewater infrastructure.

Examples of eligible projects include:

- expansions such as new entrances and ramps to improve accessibility to a facility;
- replacing windows and doors in a community centre to improve energy efficiency;
- upgrading heating, cooling or electrical systems to meet safety standards;
- adding a roof or lighting to an outdoor rink; and
- extending a trail or bike path by no more than 50 percent of its existing length.



III. Eligible Project Costs

Eligible costs are costs considered to be direct and necessary for the successful implementation of an eligible project and are paid by an eligible recipient under a contract for goods or services, excluding those explicitly identified in section IV below. Eligible project costs can only be reimbursed to the recipient if a contribution agreement is signed by both parties. Costs must first be incurred and paid by the recipient, and if deemed eligible, will then be reimbursed at the prescribed percentage of the federal contribution.

Eligible costs for support under the program are as follows:

- costs that are incurred between April 1, 2016, and March 31, 2018;
- costs to rehabilitate, renovate or expand fixed capital assets of community infrastructure;
- fees paid to professionals, technical personnel, consultants and contractors specifically engaged for the purpose of the rehabilitation, renovation or expansion work;
- costs of environmental assessments, monitoring and follow-up activities as required by the *Canadian Environmental Assessment Act* (CEAA) 2012 or equivalent legislation;
- costs of any public announcement and official ceremony or of any required temporary or permanent signage that includes the cost of creation and posting of signage;
- other costs that are considered to be direct and necessary for the successful implementation of the project and that are approved in advance; and
- Employee salaries and other incremental costs (i.e. materials or equipment) of the recipient may be included in eligible costs under the following conditions:
 - the recipient is a local, regional or Aboriginal government; and
 - the recipient confirms and substantiates that it is not economically feasible to tender a contract; and
 - costs are employed directly in respect of the work that would have been the subject of the contract; and
 - the costs are approved in advance and are included in the contribution agreement.

FedDev Ontario reserves the right to make the final determination on the value of contributions and to exclude expenditures deemed to be ineligible or outside the scope of the project.

IV. Ineligible Project Costs

Costs related to the following items are not eligible costs under the program:

- project costs incurred before April 1, 2016, or after March 31, 2018;
- temporary installations and moveable equipment, including but not limited to, motorized vehicles, furniture, computers and sports equipment;
- services or work that is normally provided by the recipient or a related party;



- salaries and other employment benefits of any employees of the recipient except as outlined above in Eligible Project Costs;
- a recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the recipient's staff;
- in-kind contributions;
- the cost of feasibility and planning studies;
- taxes, such as GST and HST, for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- the cost of land or any interest therein, and related costs;
- cost of leasing of equipment by the recipient except for as indicated in eligible costs, above;
- legal fees; and
- routine maintenance costs.

Funding

Eligible recipients may receive a non-repayable contribution of up to 50 percent of total eligible project costs of an infrastructure project, with recipients providing the remaining balance.

However, priority may be given to those projects that require a federal contribution of only 33.3 percent.

Eligible recipients may receive contributions of up to a maximum of \$1,000,000. However, priority may be given to smaller-scoped projects to ensure projects can be completed within the required timeframes and to ensure that the program benefits are shared broadly.

The total funding from all federal sources (including the CIP 150 and other sources such as the Gas Tax Fund) will not exceed 50 percent of total eligible project costs.

All projects are required to begin and have substantially completed construction prior to March 31, 2018. Should this condition of funding not be met, FedDev Ontario shall have the right to cancel funding in whole or in part, and to be repaid any funding advanced, in whole or in part, for any project that is not completed by the end of the program.

Application Process

Applications and supporting documentation must be submitted to FedDev Ontario no later than 5:00 p.m. EDT on June 9, 2015.

An application form and supporting documentation must be submitted for each project.

Incomplete and late applications will be deemed ineligible.



Applicants are strongly encouraged to apply online at www.FedDevOntario.gc.ca/CIP150.

If you are unable to access or submit your application online, please call the toll-free line at 1-866-593-5505.

In order to apply to the program through FedDev Ontario, the project location must be located in southern Ontario within one of the following 37 Statistics Canada census divisions:

Stormont, Dundas and Glengarry; Prescott and Russell; Ottawa; Leeds and Grenville; Lanark; Frontenac; Lennox and Addington; Hastings; Prince Edward; Northumberland; Peterborough; Kawartha Lakes; Durham; York; Toronto; Peel; Dufferin; **Wellington**; Halton; Hamilton; Niagara; Haldimand-Norfolk; Brant; Waterloo; Perth; Oxford; Elgin; Chatham-Kent; Essex; Lambton; Middlesex; Huron; Bruce; Grey; Simcoe; Haliburton; and, Renfrew.

A list of the communities that form each census division is available [online](#).

Assessment Process

FedDev Ontario will review all applications following the application deadline. Applicants will be notified of the results of their application in writing.

Projects will be assessed on the eligibility requirements described above, as well as the following priority areas and selection criteria:

Project Readiness: Applicants are required to provide information necessary to determine if the project is construction-ready and will be substantially completed by March 31, 2018. Priority may be given to projects that can be completed by June 30, 2017.

Project Scope: In order to ensure that projects can be completed within the program timeframes and that the program benefits are shared broadly, priority may be given to smaller-scoped projects.

Extent to which Other Funding is Leveraged: The ability for a given project to leverage 66.6 percent of project funding from other sources may be considered when making project decisions.



Link to Canada's 150th Anniversary: Applicants are asked to outline how their infrastructure improvement project is linked to Canada's 150th anniversary. For example, does the project contribute to modernizing Canada's infrastructure, do the upgrades provide long-term benefits to a community, does it have historical significance related to Confederation, or will its improvement contribute to celebrating Canada's 150th anniversary.



Incrementality: Applicants are required to attest, in conjunction with their project application, that the work to be undertaken is an incremental construction activity that would not



otherwise have been constructed or constructed as quickly, were it not for funding from the CIP 150.

Other Requirements

Endorsement

Proposed projects must be duly authorized or endorsed by a resolution of Council, Band or Board of Directors, as applicable. The resolution is encouraged at the time of the application and must be received before a contribution agreement can be executed.

In addition, not-for-profit organizations must provide the following documentation electronically with their application:

- Certified copy of their articles of incorporation; and
- List of current Board of Directors and contact information.

Ownership of Asset

If an applicant does not own the asset for which CIP 150 funding is requested, the applicant must complete an Applicant Declaration and Landlord Authorization form at the time of application.

If at any time within six (6) years from the date of completion of the project, the recipient sells, leases, encumbers or otherwise disposes of, directly or indirectly, any asset funded, in whole or in part, with the financial assistance contributed under the terms of the program, the recipient must repay the federal government, on demand, a proportionate amount of the financial assistance, as follows:

Repayment of Contribution Amounts	
Where Project asset is sold, leased, encumbered or disposed of:	Repayment of contribution: (in current dollars)
Within 2 Years after Project completion	100%
Between 2 and 6 Years after Project completion	55%
6 Years after Project completion	0%

Environmental Assessment

Projects that are defined as "designated projects" under the *Canadian Environmental Assessment Act, 2012* and those located on "federal lands" may require an environmental assessment or review. "Designated projects" include major projects such as electrical generating stations and transmission lines, oil and gas mining and processing facilities, metal and mineral mines, major railway lines, and all season highways. Applicants should



communicate with the [Canadian Environmental Assessment Agency](#) for more information on "designated projects". For projects carried out on "federal lands" (which are not "designated projects"), FedDev Ontario will have to determine if the project is likely to cause significant adverse environmental effects. Eligible project costs cannot be reimbursed until this review has been completed.

Reporting

All approved recipients will be required to submit progress reports until project completion. The progress report should detail progress on the implementation of the project, and amounts received through the agreement, amounts expended on approved projects, and an overall update on the project status. Details of this reporting will be provided to recipients in their contribution agreements.

Contact Us

For more information on the Canada 150 Community Infrastructure Program, please [email](#) or call 1-866-593-5505.



Staff Report

Report #: 2015- 03

Date: June-2-15

Submitted By: **Larry Wheeler / Financial Analyst**

Subject: Water Rates Study & Financial Plan – Adoption

Recommendations:

Be it resolved that Council receives the Financial Analyst's report with regard to the adoption of the 2015 Town of Erin Drinking Water System '10 Year Financial Plan';

And That Council directs staff to prepare a by-law to implement the rate structure identified as the '_____ Model' in the GSS Engineering Consultants Ltd 2015 Water Rates Study, for authorization at a future Council meeting;

And That Council approves a resolution to adopt the ten year Financial Plan as presented by GSS Engineering Consultants Ltd.

Background:

Town of Erin Council have contracted GSS Engineering of Owen Sound to complete a Five Year Water Rates Study, and Ten Year Financial Plan.

Council must choose between one of the Four Models analyzed in the Water Rates Study, or the alternative 'Hybrid Model' proposed by Councillor Brennan, or any further model devised tonight.

1. Depreciation Model - \$3.49 per cubic metre, frozen for five years.
2. Capital Plan Model - \$3.99 per cubic metre, frozen for five years.
3. Roll Back 2014 Model - \$4.08 per cubic metre, frozen for five years.
4. CPI Model – The current 2015 rate of \$4.29 indexed by 2% inflation per year.
5. Hybrid Model – The current 2015 rate of \$4.29 frozen for two years, then indexed by 2% inflation beginning in 2018.

Note that if the Hybrid Model is selected or any alternative model, the Financial Plan must be amended and adopted by resolution at the June 16th Council Meeting.

Financial Impact:

There are two significant impacts of choosing between the various proposed water rate structures:

- 1) To the User > Beginning January 1st 2016 our water system users will pay between \$3.49 and \$4.38 per cubic metre of water, depending on the rate model chosen. By the beginning of 2020 our water users will be paying between \$3.49 and \$4.74 per cubic metre, depending on the rate model chosen tonight.
- 2) To the Town of Erin > By the end of the five year rates study period (Dec 31st 2020) it is projected by GSS that the closing amount in the Lifecycle Reserve Fund will vary between approximately \$583,000 and \$2,000,000 depending on the rate model chosen.

Note: If one of the four GSS models is not selected, then the Financial Plan must be amended. This would take one week to complete at a cost of approximately \$2,400 plus HST.

Consultation:

Rakesh Sharma representing GSS Engineering presented the Water Rates Study and responded to Councillor's questions at the May 5, 2015 Council Meeting.

GSS Engineering attended the Special Public Meeting at 6:30 PM on May 19th 2015 to receive input from the public and water users into the water rates study and financial plan.

Communications Plan:

Ontario legislation is quite specific in regard to the availability of financial plans, including:

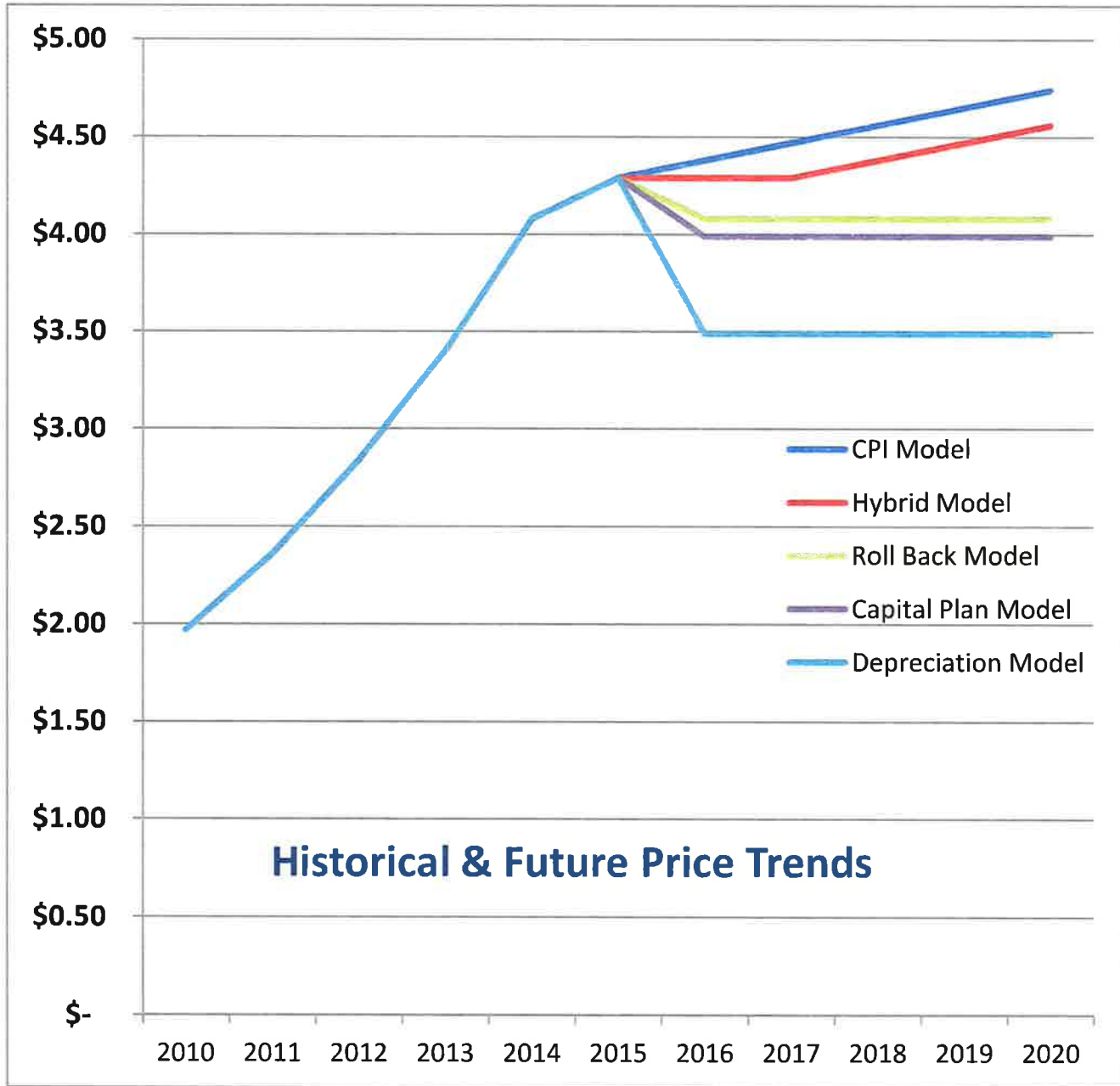
- i) Making the plans available to customers of the drinking water system,
- ii) Making the plans available to the public without charge on our website,
- iii) Providing notice advising the public and water system users of the availability of the financial plans,
- iv) Giving a copy of the financial plans to the Ministry of Municipal Affairs & Housing.

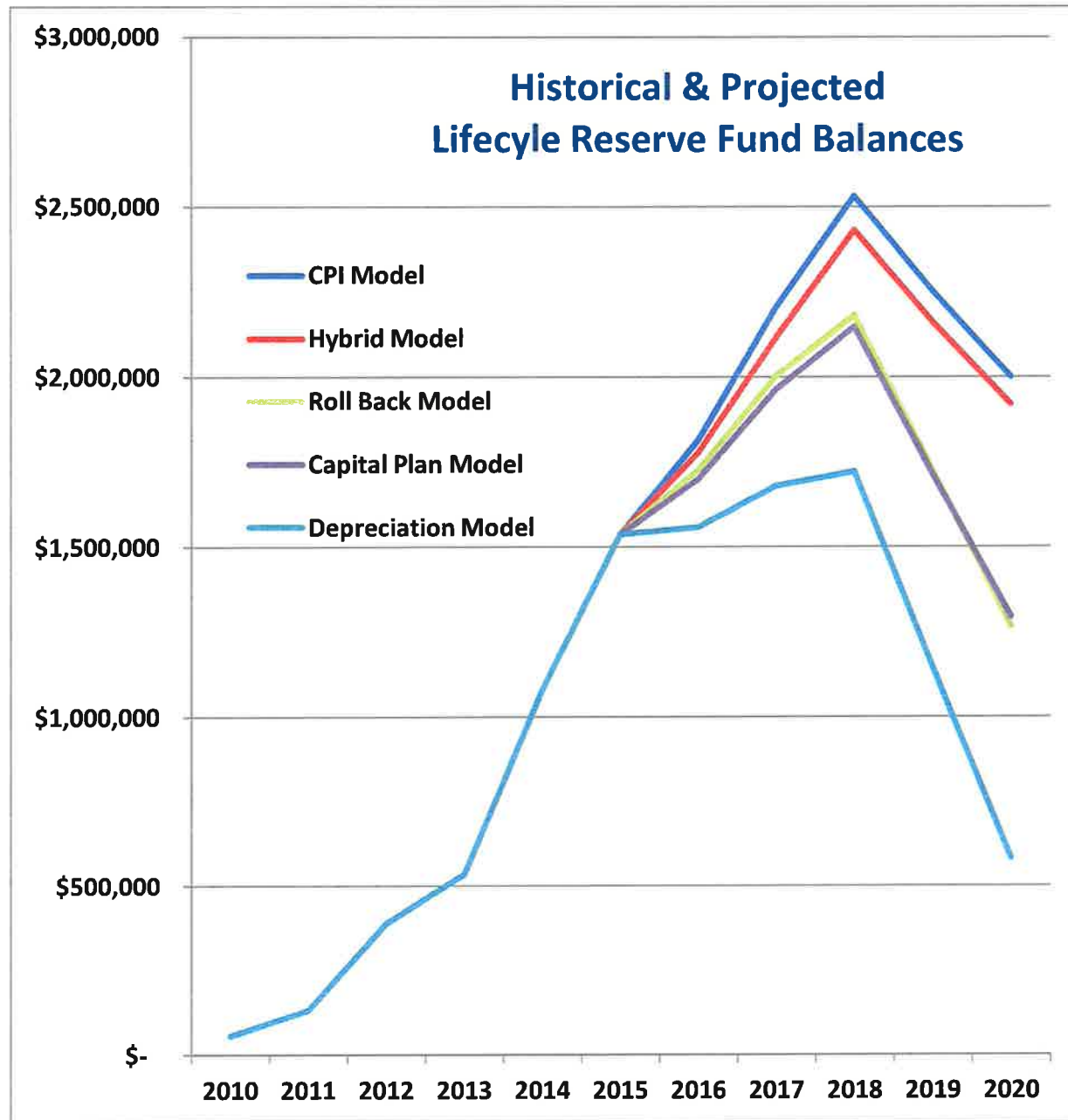
Conclusion:

Staff recommend that Council consider the alternative pricing structures with the objective of reaching consensus, and then approve the 10 Year Financial Plan as presented by resolution.

Appendices:

1. Graph > Historical & Future Water Price Trends
2. Graph > Historical & Projected Lifecycle Reserve Fund Balances
3. Table > Alternative proposed water prices illustrated over five years.





	YEAR >	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	
Current Price		\$ 4.08	\$ 4.29						
1. Depreciation Model				\$ 3.49	\$ 3.49	\$ 3.49	\$ 3.49	\$ 3.49	Frozen for 5 Years
2. Capital Plan Model				\$ 3.99	\$ 3.99	\$ 3.99	\$ 3.99	\$ 3.99	Frozen for 5 Years
3. Roll Back to 2014 Price Model				\$ 4.08	\$ 4.08	\$ 4.08	\$ 4.08	\$ 4.08	Frozen for 5 Years
4. CPI (2% Inflation) Model				\$ 4.38	\$ 4.47	\$ 4.56	\$ 4.65	\$ 4.74	2% Annual Increase
5 Hybrid Model				\$ 4.29	\$ 4.29	\$ 4.38	\$ 4.47	\$ 4.56	Frozen 2 Years, then CPI

Town of Erin Heritage Committee (T.E.H.C.)

Minutes of Meeting

Monday, April 20, 2015, 7:50 p.m.

Council Chambers

1. Call to Order by Chairperson Jamie Cheyne. Committee members present: Margaret Barnstaple, Jeff Duncan. Regrets: John Gainor Paul Lewis and Bob Wilson.
2. Declaration of Pecuniary Interest. None
3. Approval of Minutes. Moved by Jamie and seconded by Jeff to accept the minutes of January 19, 2015. Carried.
4. Introduction of Guests. Donna Revell attended as a prospective member. She is currently the Librarian in Hillsburgh. She has lived in the area for quite a few years, and her husband Steve was quite involved in Town activities. Bill Dinwoody and Phil Gravelle visited as members of the Trails Committee.
5. Business arising from minutes
 - 5.1 Stanley Park Arch. Jeff took our recommendations to Council who approved them and forwarded the request on to County. There were colourful articles in both The Advocate and The Wellington Advertiser on January 30. The County has forwarded Council's request on to their Roads Department. If County approves our request, we should ask a heritage consultant to make a report before requesting heritage designation. Cost should be minimal. Jeff will follow up.
 - 5.2 New members. A resolution was made by Jamie and seconded by Jeff that we ask Council to advertise for new members for our Committee. Approved by all. Since Donna Revell has expressed an interest in joining, she was accepted by our Committee. Jeff will take the request to Council.
 - 5.3 Inventory Evaluation- postponed until next meeting. Please check the January 2015 agenda for information you may have on those properties listed.
6. Trails. Bill Dinwoody and Phil Gravelle brought a map of Erin village with current trails marked. They would like our input to extend walking trails on Main Street as far as Dundas Street and natural areas too, with architectural and heritage points of interest marked. They provided several samples of books and brochures, and we thought a black and white brochure may be the best way to start which might also be used as placemats in local restaurants. Jeff volunteered to join Bill and Phil on a walk to identify places of interest. A Riverside Parkette write-up had been made, which would make a very interesting plaque behind the Valumart area. Eventually, they would like a trail map of Hillsburgh as well. Jeff distributed Steve Revell's write-up on thoughts on this from February 15, 2013! Bill and Phil were thanked for coming.
7. New Business.
 - 7.1 Doors Open 2016 was briefly mentioned. Dec. 2015 deadline. No discussion.
 - 7.2 Jamie distributed a short summary of architectural styles and their time period - summarized from a conference he was attending.

7.3 Jeff suggested that since it is 100 years since WWI, the TEHC offer an evening information session possibly in October (before Remembrance Day) on local soldiers, aspects and activities during that time. Phil's columns in The Advocate was the spark for this idea. People could bring in articles or letters and postcards from that time. Phil was invited to make a presentation, since he has access to newspaper articles of that year. Resolution: We resolve that the TEHC would like to proceed with an evening presentation of local aspects of WW1 and invite Phil Gravelle to make a presentation. Seconded by Donna. All in favour. Phil will consider and let us know by the May meeting.

7.4 Jeff brought to our attention an email from Gregory Puncher who complained about "white" settlers in the history write-up of Erin on our website. This has now been changed to "European" and Jeff has emailed him about the revision.

7.5 Jeff brought in a copy of an old postcard of Stanley Park from about 100 years ago. He also found out about a cairn topped with a bell in honour of S.S. No. 8, Greenock School which is located on the north side of County Road 50 or 5 Sideroad half way between Highway 125 and the First Line. The original log school was across the road on the south side and replaced by a brick school in 1875 which was sold in 1956 and burned down in 1966. The original school cost \$1,450 in 1875 and the bell cost \$50. This sparked an idea to ask high school student(s) who are looking for the community service hours to map out the old school sites and cemeteries. Donna will get contacts for Jeff to follow up.

7.6 Jeff obtained information about preserving heritage bridges of rural Ontario and small municipalities. He passed it on to Larry Van Wyck. Station Road bridge will be 100 years old in 2017.

8. Correspondence.

8.1 Killam Properties agreed to take their sign down and have done so.

8.2 Enter Sandman has sent Jamie information on their business of sanding old floors and doors to properly restore them.

8.3 Anne Blondin, a student at Fleming College on Ontario Urgan Forest Council has asked for information on local heritage trees. We do not have any.

8.4 The Spring 2015 edition of CHO news was distributed. Jamie circulated a form to sign for anyone who would like this by email instead of the printed edition to save on cost.

9. Meeting adjourned at 9:50p.m. Next meeting postponed because of Victoria Day until Monday, May 25th. Please mark your calendars!



Wellington County Municipal Economic Development Group

Minutes
 WWCFDC Boardroom,
 April 7th, 2015
 9:30 a.m.

Present:

John Brennan (Town of Erin), George Bridge (Warden, County of Wellington), Bob Cheetham (Erin Economic Development Co-ordinator), Crystal Ellis (Mapleton Township), Alex Goss (LIP), Janet Harrop (WFA), Gerry Horst (OMAF), Mandy Jones (County of Wellington), Chantal La Duke (SEDC), Fred Lehmann (Senior Communications Officer, County of Wellington), Robyn Mulder (County of Wellington), Jana Reichert (County of Wellington), Patricia Rutter (Economic Development Officer, Centre Wellington), Jane Shaw (WWCFDC), Carol Simpson (WFPB), Dale Small (Township of Wellington North), Steve Smith (MEDEI/MRI), Christine Veit (Safe Communities), Belinda Wick-Graham (Town of Minto), Scott Wilson (County of Wellington), Chris White (Mayor, Township of Guelph/Eramosa)

Regrets:

Rose Austin (Saugeen Economic Development), Brad Dixon (GRCA), Mark Granger (Ontario Works Employment Specialist), Kelly Linton (Mayor, Centre Wellington), April Marshall (Township of Wellington North), Don McKay (Councillor, County of Wellington), Kirk McElwain (Township of Centre Wellington), Kelly Patzer (Township of Puslinch), Scott Williams (GWBEC), Kim Wingrove (CAO, Township of Guelph/Eramosa)

1. Approval of Agenda

Motion to approve agenda as written.

Moved by Pat Rutter, seconded by Robyn Mulder

Carried

2. Declaration of Pecuniary Interest

None declared.

3. Approval of Minutes

Motion to approve the minutes from the meeting held March 3rd, 2015 as written.

Moved by Dale Small, seconded by Bob Cheetham

Carried

4. Presentation: Carol Simpson, WFPB

Carol provided information to the Group pertaining to the Employer One Survey that was funded by Ministry of Training Colleges & Universities (MTCU) and had over 20 partners. Approximately 550 surveys were opened with 155 being completed, which is over 11,000 employees. In 2014, approximately 58% employees hired permanent positions, with 71% planning to hire in 2015. The survey results determined the following:

- 45% temporary part time employees are less than 25 years old
- 44% permanent full time employees are between the ages of 45 and 64
- 19% employees used a recruiting agency to find employees
- 81% employees offer their staff support and training
- 52% employees have cost challenges in providing staff training
- 49% employees hired are college graduates and 51% are university graduates
- In 2014, approximately 10,000 jobs were posted on line

5. Caroline & Dimitru – Intellectual Property

The Group was joined by Caroline Lefebvre and Dimitru Olariu from Industry Canada, Intellectual Property Office via teleconference. Both Caroline and Dimitru provided detailed information to the Group on the various types of intellectual property and awareness or training tools available.

6. WCMEDG Terms of Reference

The updated Terms of Reference (TOR) were distributed to the Group for discussion and approval. The new TOR outlines that as of 2015 the meetings held on the first Tuesday of the month will be attended by Economic Officers/Coordinators and organization representatives (such as GRCA, WFA). On a quarterly basis (March, June, September and December) municipal representatives will attend the monthly meeting.

Motion to approve and adopt the revised, updated and most recent version of the WCMEDG Terms of Reference.

Moved by Dale Small

Seconded by Crystal Ellis

Carried

7. Roundtable/Other Business

Centre Wellington:

- CIP was approved by Council with applications being capped at \$12,000.
- The Industrial Land Inventory was recently completed and issues and restraints are currently being discussed.
- Tartan Day will be held on Sunday April 12th.

County:

- Sector profiles are wrapping up.
- County wide sign strategy will be closing April 17th.
- Council recently approved the 2015 BR&E fund in the amount of \$25,000 for each municipality. Forward any photos or other information from 2014 to Jana so it can be viewed and shared with Council.
- Robyn; met with majority of municipalities and the City of Guelph to discuss workforce challenges. Robyn will generate a list of survey questions, packages will be distributed to employers participating, letters will be sent from the Mayors to inform employers, Robyn will connect with the University of Guelph and Conestoga College and she is currently working with County communications to incorporate banner onto the website.
- The Festivals and Events guide is working with Letter M Marketing and is planning to have the guide printed and distributed by May 8th.

OMAF:

- RED is still in review stage.
- Local Food Fund is open with 2 month intake periods.
- Food Land Ontario Sponsorship is available from the direct operating budget of the Foodland grant
- CED 101 – County council and Municipal council sessions will be held on April 27th. CED 101 will be offered to the remaining Group and Economic Development employees around the same time. Gerry will forward more detailed information.

LIP:

- With special presentations and key note speakers who shared experiences and knowledge with one of the messages discussed being diversity in the workplace where “1 person is viewed as different, but when there is more than 3 it shows as normal” the annual event was well attended and received by approximately 120 people.

Mapleton:

- The draft Cultural Plan is to be expected this week.
- Budget was recently approved.
- The Communications Plan passed at Council and includes social media policies.
- The new Community Guide was distributed in March and has received a positive response.
- The Farm Show was held the last week in March in Drayton and was very successful.
- 450 Green Legacy Trees were distributed at the Farm Show.
- The 1st Mayors Breakfast was held in Alma in March with approximately 40 attendees.

Minto:

- Belinda thanked the WWCFDC for the approval for the recently submitted Customer Service Training Grant which was a successful event for employees and employers of the community.
- A Field trip to M.A.R.S for Economic Development and Launch It will be happening soon.
- Summer Company and Launch It are being promoted at Norwell District High School.
- The upcoming Job and Career Fair will be held on May 13th.
- Post cards, banner and website are all in the process for the upcoming Alumni Attraction.

Erin:

- On April 18th the dedicated work and support for our many volunteers will be celebrated.
- The Home and Lifestyle Show will be held on April 25th.
- Both the BIA and the Town of Erin participated in the WWCFDC Customer Service Training Grant and were very pleased the participation and the outcome of the project.
- The Economic Development Committee has been selected and in action.
- Beginning April 13th, the town will be offering focus groups, every Wednesday evening.

Wellington North:

- Showcase Wellington North was another success with 350 people attending Monday and approximately 500 people on Tuesday.
- The new jobs and housing portal was launched at the Showcase.

WWCFDC:

- The recently promoted Customer Service Training Grant was well received and participated.

WFPB:

- The Partnership Breakfast will be held on April 30th.
- Currently reviewing the labour market information needs.
- Local employment planning council pilots are in the works.
- Recently reworked Board and possibly looking for advisory members.

WFA

- 'On the Road Again' Event is taking place on April 7th
- Many local schools participated in the Pizza Perfect at the Grand River Raceway.
- Trade talks happening internationally.
- Currently updated the website.
- Committee informing Municipalities on their services

Safe Communities

- Safe Communities is within the majority of the townships within the County.
- Minto Rodeo will be held in May.
- A Safe Talk (first aid for mental health) recently took place in Arthur.
- Mark your calendar for the upcoming Safe Communities Day to be held on October 1st, at the Royal Distributing Centre.

Next meeting is scheduled for **May 5th, 2015** in the WWCFDC Boardroom for the 'Practitioners' at 9:30am.

Meeting adjourned at 11:35am

Chris White, Chair

Jane Shaw, Recording Secretary



Notice of Study Commencement and Public Information Centre

WINSTON CHURCHILL BRIDGE OVER THE CREDIT RIVER ALTON BRANCH

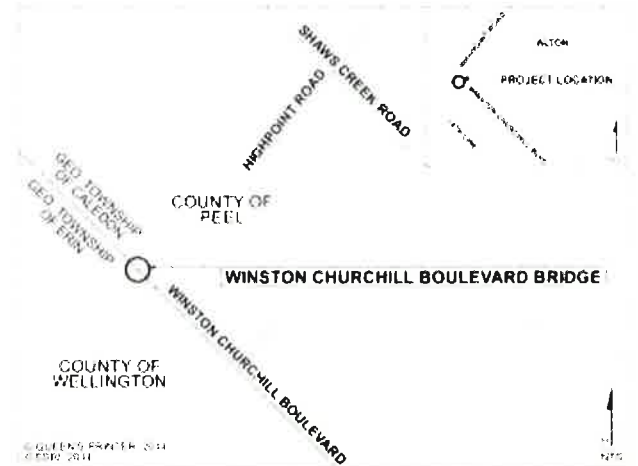
MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Town of Caledon Public Works Department has initiated a Municipal Class Environmental Assessment (MCEA) to establish a preferred solution for a bridge over the Credit River Alton Branch, located on Winston Churchill Boulevard approximately 0.2 km north of Highpoint Sideroad.

As a result of the 2013 biennial inspection report, the current single-lane bridge was regarded to be in very poor condition with an estimated service life of 6 years. The report further recommends replacement with a two-lane bridge, which will also improve road safety.

The project is being planned under a Schedule 'B' undertaking as defined in the Municipal Engineers Association "Municipal Class Environmental Assessment" (October 2000, as amended 2007 & 2011). The study will confirm the issues, problems and opportunities, and identify alternative solutions to the defined problems and opportunities. The alternative solutions will consider the overall impacts on the natural, social, economic and cultural environments.

A Public Information Centre will be held to provide information, answer questions regarding the project and present the design alternatives for the bridge.



Key Map

PUBLIC INFORMATION CENTRE

Date: Thursday June 18, 2015
 Time: 6:00 p.m. – 8:00 p.m. (open house format)
 Location: Alton Library and Community Room
 35 Station Street
 Alton, ON L7K 0E2

Public input and comment are invited for incorporation into the planning and design of this project and will be received until July 2, 2015. Subject to comments received and the receipt of necessary approvals, the Town of Caledon intends to proceed with the planning, design and construction to be completed in 2016, funding dependent.

For further information on this project please contact the following:

Town of Caledon
 Bruno Knoepfli
 Project Coordinator
 6311 Old Church Road
 Caledon, ON L7C 1J6
 T – 905.584.2272 ext.4220
 F – 905.584.4325
 bruno.knoepfli@caledon.ca

McIntosh Perry Consulting Engineers Ltd.
 Hilda Esedebe
 Project Manager
 104-3228 South Service Road
 Burlington, ON L7N 3H8
 T – 905.681.8034
 F – 905.681.0286
 h.esedebe@mcintoshperry.com

This notice issued May 25, 2015



The Premier of Ontario

Legislative Building, Queen's Park
Toronto, Ontario M7A 1A1



La première ministre de l'Ontario

Édifice de l'Assemblée législative, Queen's Park
Toronto (Ontario) M7A 1A1

May 20, 2015

RECEIVED

MAY 25 2015

TOWN OF ERIN

His Worship Allan Alls
Mayor
Town of Erin
5684 Trafalgar Road
RR 2
Hillsburgh, Ontario
N0B 1Z0

Dear Mayor Alls:

Thank you for your letter providing me with a copy of council's resolution regarding the Blue Dot Movement. I appreciate your keeping me informed of council's activities.

As this issue falls under the jurisdiction of my colleague the Honourable Glen Murray, Minister of the Environment and Climate Change, I have sent him a copy of council's resolution. I trust that the minister will also take council's views into consideration.

Once again, thank you for the information. Please accept my best wishes.

Sincerely,

Kathleen Wynne
Premier

c: The Honourable Glen Murray



The Grove Cemetery

✓cc. Clerk

Jim Roszell
5832 3rd Line RR#1
Hillsburgh, ON NOB 1Z0

RECEIVED

MAY 19 2015

TOWN OF ERIN

19 May 2015

Sharon Marshall
Director of Finance, Town of Erin
5684 Trafalgar Rd, R.R. # 2
Hillsburgh, Ontario N0B 1Z0

Dear Sharon Marshall:

The Board of Trustees for The Grove Cemetery extends their thanks to the Council of the Town of Erin for the grant allocation of \$350.00. Please pass our thanks to the Town Council for approving the donation to the Grove Cemetery this year as recommended by the Ad Hoc Grant Committee. The money is used for the care and maintenance of The Grove Cemetery and helps cover the costs for such things as fertilizing and cutting the grass, cleaning up the leaves from the beautiful trees that surround the cemetery and the other maintenance requirements that are necessary to keep the cemetery in good condition.

With the rising cost of most services, it continues to be a financial challenge for the volunteer Board of Trustees to provide adequate maintenance for The Grove Cemetery. This year the cleaning and straightening of a number of headstones will be the main project of the Board.

I would also like to thank you for your help in obtaining this grant for the Grove Cemetery. We appreciate the support from the Town of Erin.

I will monitor the Town's website later this fall for information regarding the 2016 Financial Support process as you suggest. The cemetery will certainly still be there.

Yours truly,



Jim Roszell
Secretary – Treasurer
The Grove Cemetery



Possibility grows here.
April 28, 2015

His Worship Allan Alls
Mayor, Town of Erin
5684 Trafalgar Rd
Hillsburgh ON
N0B 1Z0

RECEIVED

MAY 12 2015

TOWN OF ERIN

Friends of the Greenbelt Foundation
661 Yonge St. Suite 500
Toronto, ON M4Y 1Z9

Tel: 416-960-0001
Fax: 416-960-0030
www.greenbelt.ca

Dear Mayor Alls,

We are pleased to share with you the latest report from the Friends of the Greenbelt Foundation, *Local Leadership Matters: Ontario Municipalities Taking Action to Strengthen the Greenbelt*.

Based on interviews with dozens of municipal staff, the report identifies the many ways communities are directly and indirectly helping to achieve the objectives of the Greenbelt—enhancing valuable natural heritage sites, supporting agriculture, increasing tourism, and strengthening local economies.

Examples of municipal projects include:

- The County of Northumberland established a 15,000 square foot local food processing and training facility to help farmers diversify and expand their businesses.
- The Town of Aurora calculated that the total economic value of its natural assets, such as woodlands and wetlands, are worth about \$7.4 million annually.
- The Region of Peel offers funding of up to 50 per cent to assist conservation partners in securing additional natural areas for environmental and recreational purposes—with nearly 900 acres purchased since 2005.
- The Municipality of Clarington launched the Trees for Rural Roads program to restore tree-lined rural roads by planting Maples throughout the community. Since 2012, the municipality and property owners have planted 2,300 trees.
- An Explore the Bruce Adventure Passport, created by Bruce County, involves an annual scavenger hunt that encourages residents and cottagers to visit the scenic natural features and other tourist attractions across the County. To date, nearly 70,000 people have participated in exploring the Bruce.
- The Town of Lincoln is becoming a Centre of Excellence for Agriculture.

This report demonstrates that municipalities are important partners in ensuring a healthy and vibrant Greenbelt. I hope you will find it interesting and useful.

Kind regards,

Burkhard Mausberg
CEO

Friends of the Greenbelt Foundation





Town of Aurora
100 John West Way, P.O. Box 1000
Aurora, ON L4G 6J1
mayor@aurora.ca
www.aurora.ca

The Honourable Lisa Raitt
Federal Minister of Transport

DELIVERED BY E-MAIL

RE: Community Mailboxes

Dear Minister Raitt,

Further to a decision by Aurora Town Council at its meeting of Monday, May 11, 2015, in support of the City of Hamilton's opposition to the installation of community mailboxes, I am requesting that Canada Post immediately cease the installation of community mailboxes and adhere to its Five-point Action Plan requirement to engage in full and meaningful consultation with all stakeholders, including the Town of Aurora and its residents.

For your reference, I attach Aurora Council's resolution:

NOW THEREFORE BE IT HEREBY RESOLVED THAT the Town of Aurora endorse the City of Hamilton's opposition to the elimination of home mail delivery and installation of community mailboxes; and

BE IT FURTHER RESOLVED THAT Council direct the Mayor to send a letter, copied to Members of Parliament, Ontario Members of Provincial Parliament, and all Ontario municipalities, that requests the Federal Minister of Transport, who oversees Canada Post, to require Canada Post to halt installation of community mailboxes immediately and adhere to its Five-point Action Plan requirement to engage in full and meaningful consultation with all stakeholders, including the Town and its residents; and

BE IT FURTHER RESOLVED THAT Council direct staff to bring forward recommendations to the next Council meeting to align the Town's by-laws with the City of Hamilton's By-law Number 15-091 which regulates the installation of equipment on roads; and

BE IT FURTHER RESOLVED THAT Council direct staff to develop appropriate standards to require Canada Post to apply for permits with an appropriate fee that reflects the resources required and costs incurred by the Town to install and maintain community mailboxes in established neighbourhoods; and

BE IT FURTHER RESOLVED THAT staff bring back a new bylaw for Council's enactment at the next Council meeting.

I look forward to your response at your earliest opportunity.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Geoffrey Dawe", is written over a faint, larger version of the same signature.

Mayor Geoffrey Dawe
Town of Aurora

Cc: All Members of Parliament
All Members of Provincial Parliament
All Ontario municipalities



May 21 ,2015

To Whom It May Concern:

I am pleased to announce that Angelstone Tournaments will be running for a total of 7 weeks in the 2015 year. Dates include:

The Hunter Spectacular and Great Pony Challenge (July 1st-5th)

The Erin Welcome CSI** (July 8th-12th)

The Headwaters Cup CSI** (July 15th-19th)

The Pan Am Celebration (July 29th-August 2nd)

The Champions CSI*** (August 5th-9th)

The National CSI*** (August 19th-23rd)

The International CSI*** (August 26th-30th)

Angelstone has spent yet another year developing the property along with the “Angelstone” brand to suit the needs of a top sport venue. With emphasis on footing, jumps, sponsorships, and entertainment we believe we offer a very special event for all equestrians and equestrian fans. With the support of the Erin and Rockwood Communities, the corporations in and around the area, and the dedicated people in our industry we trust we can achieve this vision.

Kean White (President of Angelstone Tournaments) is an international grand prix rider who has represented Canada in numerous Nations Cup appearances across Canada, The United States and Europe. With aspirations of bringing internationally recognized horse competitions to his farm in Erin, Ontario, we are fully dedicated to the continual improvement of our venue and brand to hopefully fulfill our long-term goal of creating one of the top equestrian parks in the world.

As our 2015 circuit is approaching, a liquor permit will be needed for each week of the Tournament. During the dates listed above, our show will include food stands, vendors and VIP areas with alcohol being served and sold in two large tents placed central and rear of the property. Alcoholic beverages will be served throughout the five days of each week in the designated tent areas between the hours of eleven o’clock am and eleven o’clock pm. During these times, the estimated attendance varies approximately two hundred to three hundred. All Thursday and Saturday events are expected to increase to an estimate of eight hundred guests.

Angelstone Tournaments Inc. – For Riders, By Riders – www.angelstone.co
P.O. Box 299, Acton, ON L7J 2M4 – Office: (519)856-0064 – Fax: (519)856-1467



The Tournament will be contained completely on the Angelstone Farms property, located at 8720 Wellington Rd 50, Erin, Ontario.

We look forward to working with you to make this event memorable.

Best regards,

Kelly Clermont
Angelstone Tournaments
www.angelstone.co
kelly@angelstone.co
P.O. Box 299, Acton, ON L7J 2M4
Office- 519-279-6788



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
e-mail: Info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

May 28, 2015

Town of Erin
5684 Trafalgar Road
Hillsburgh, Ontario
N0B 1Z0

Attention: Kathryn Ironmonger
CAO

RE: TOWN OF ERIN
SERVICING AND SETTLEMENT MASTER PLAN
WASTEWATER COMPONENT
FEDERATION OF CANADIAN MUNICIPALITIES
GREEN MUNICIPAL FUND
OUR FILE: A4674X

Dear Kathryn:

As requested by the Town of Erin, Triton Engineering Services Limited has been investigating the renewed funding offer for the Federation of Canadian Municipalities' (FCM) sponsored Green Municipal Fund (GMF) that was released on April 1, 2015. We have undertaken preliminary discussions with FCM staff and they have confirmed that the Town of Erin Wastewater Servicing Class Environmental Assessment (Class EA) is eligible for funding as a feasibility study. For your reference, we have attached some information from the FCM GMF website as it relates to feasibility studies and the water project category.

Under the feasibility study funding program, GMF will fund up to 50% of eligible costs of the study to a maximum of \$175,000. The Municipality must apply for the funding by completing a comprehensive application that demonstrates that the project meets the vision of the program which is to develop "sustainable resilient Canadian cities and communities that improve air, water, soil and protect the climate". In addition, the feasibility study must align with a GMF capital project category. In this case, it aligns with the wastewater systems sub-category. As with most programs, funding is not guaranteed.

There is no application deadline for a feasibility study. However, feasibility study funding is awarded on a "first come, first served" basis so it is important to apply in a timely manner. It is our recommendation that the Town initiate the application process in the near future so that the Municipality is one of the first applications in the queue. We understand that Council has yet to make a final decision to move forward with the Wastewater Servicing Class EA. As a result, if at a later date Council decides not to proceed, the application can be withdrawn.



If you have any questions regarding the above, please contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Christine M. Furlong, P.Eng.

Encl.

cc: Sharon Marshall, Town of Erin

[Skip to main content](#)



Green Municipal Fund

Feasibility studies and pilot projects

FCM's Green Municipal Fund (GMF) finances feasibility studies and pilot projects to support sustainable community development.

A **feasibility study** assesses the technical and financial feasibility, as well as the environmental, social, and economic impacts of a potential municipal environmental project. A municipal environmental project responds to a municipal need and contributes to cleaner air, water, or soil, or reduces greenhouse gas emissions. Typically, a feasibility study examines the requirements and outcomes of a specific project using verifiable evaluation processes, leading to a recommended course of action. Feasibility studies are important prerequisites for all GMF pilot project and capital project applications.

A **pilot project (formerly called a field test)** allows for an evaluation of a new technology or solution under its expected operating conditions. It assesses technical and financial feasibility using a verifiable monitoring and evaluation process, and it examines the environmental, social and economic performance of a potential full-scale implementation. Typically, a pilot project minimizes capital costs and is geared for permanent installation should the pilot succeed.

Renewed offer in effect April 1, 2015.

In 2015—2016, we aim to approve **\$5 million in grants for plans, feasibility studies and pilot projects** combined. We offer grants, which cover up to **50 per cent of eligible costs**, to a maximum of **\$175,000** for [feasibility studies](#) and to a maximum of **\$350,000** for [pilot projects](#).

GMF is a self-sustaining endowment fund. These annual funding limits help us to prudently manage the funding available for green projects.

Eligible initiatives

Your feasibility study or pilot project must align with our eligibility criteria for capital projects in one of the following sectors:

- [brownfields](#)
- [energy](#)
- [transportation](#)
- [waste](#)
- [water](#)

Baseline data collection is not eligible (e.g. energy audits, waste audits). For more information, see [Eligibility](#).

GMF funding is available to **all municipal governments and their partners**.

Apply for funding

[Application forms and resources](#) are now available.

If your application is approved, costs become eligible for partial reimbursement on the date we receive your application. However, costs you incurred to complete the application form (consultant costs) up to 90 days before you submitted your application are also eligible for partial reimbursement.

Questions?

We're here to help! See our [FAQs](#), or [contact](#) a GMF Advisor at 613-907-6208.

Page Updated: 17/04/2015

Federation of Canadian Municipalities

24 Clarence Street

Ottawa, Ontario

K1N 5P3

T. 613-241-5221

F. 613-241-7440

Email: info@fcm.ca

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MUNICIPALITÉS

GREEN MUNICIPAL FUND
ELIGIBLE & INELIGIBLE COSTS

GMF Eligible and Ineligible Costs — Feasibility Studies

This table outlines what costs can be partially reimbursed by FCM. **Please pay particular attention to any costs that may be ineligible.**

Note: If your application is approved, expenses that are eligible for partial reimbursement must be:

- incurred after the date the application is received by FCM (except consulting services to prepare the application undertaken up to 90 days prior to receipt of the application by FCM).
- invoiced directly to your organization.
- an integral and an essential component of the initiative and required to help achieve the environmental objective.
- actually and reasonably incurred in accordance with applicable industry standards.
- accompanied by backup documentation (i.e. invoices) if the expense is over \$1,000. Please also include invoices submitted by subcontractors. The backup documentation must equal at least 50% of the total eligible costs claimed (excluding in-kind).

Cost category	Eligible Costs	Ineligible costs
Section A: Costs incurred prior to date application received by FCM		
1) Pre-application	Consulting costs to write the GMF application incurred up to 90 days prior to application receipt date	All other costs incurred prior to application receipt date
Section B: Costs incurred after date application received by FCM		
2) Administrative	Administrative costs that are directly linked to and have been incurred for the study, such as: <ul style="list-style-type: none"> • communication costs (e.g. long-distance calls or faxes) • permits or certifications required for the study • printing or photocopying by outside suppliers • acquisition of documents used exclusively for the study • document translation 	Office space, supplies and general overhead costs incurred in the ordinary course of business.
3) Advertising	Advertising costs essential to communicating the study to the public, as well as study evaluation, such as: <ul style="list-style-type: none"> • fees for advertising development • fees for media distribution • website development • public surveys 	<ul style="list-style-type: none"> • Advertising costs for general education or publicity that is a result of ongoing or other business activity and not a specific requirement of the study. • Promotional items.
4) Audit	The cost of a financial audit if required by FCM.	



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GREEN MUNICIPAL FUND
ELIGIBLE & INELIGIBLE COSTS

Cost category	Eligible Costs	Ineligible costs
5) Equipment rental	Rental of tools and equipment.	Rental of tools or equipment related to ongoing or other business activities.
6) Meetings and public gatherings	Costs related to meetings and public gatherings that communicate the study to the public and that collect feedback, such as: <ul style="list-style-type: none"> • facility rental • audiovisual equipment 	Any hospitality expenses such as: <ul style="list-style-type: none"> • food and drink • alcohol • door prizes • entertainment • music • decorations • flowers, centerpieces
7) Services	Fees for professional or technical consultants and contractors.	<ul style="list-style-type: none"> • Costs associated with person(s) enrolled on your organization's payroll, except for those defined under the category listed as "in-kind." • Costs for engineering studies, audit studies or feasibility studies for which grants or contributions are provided by or committed to be provided by any program of the Government of Canada. • Costs related to baseline assessments (e.g. energy or waste audits) or environmental assessments.
8) Supplies and materials	Supplies and materials that are specifically needed to undertake the study.	Costs related to ongoing or other business activities and not a specific requirement of the study.
9) Transportation, shipping and courier charges	Transportation costs for delivery of materials and services essential for the study.	Any transportation expense related to ongoing or other business activities.
10) Travel and accommodation	Travel and associated expenses for consultants to the extent that the travel and accommodation rates comply with Treasury Board of Canada guidelines and to the extent the such travel is necessary to conduct the study.	<ul style="list-style-type: none"> • Your travel and associated expenses or those of a partner in the study. • Travel, accommodation and fees to attend conferences, missions, trade shows, etc.
11) Taxes	The portion of taxes for which your organization is not otherwise eligible for rebate.	The portion of taxes for which your organization is eligible for rebate (federal, territorial or provincial).
In-kind	Contribution of staff time by your organization's employees (including permanent and contract employees). The value of the total in-kind contributions for	<ul style="list-style-type: none"> • In-kind contribution of goods and services other than salaries. • In-kind contributions made by anyone other than your organization.



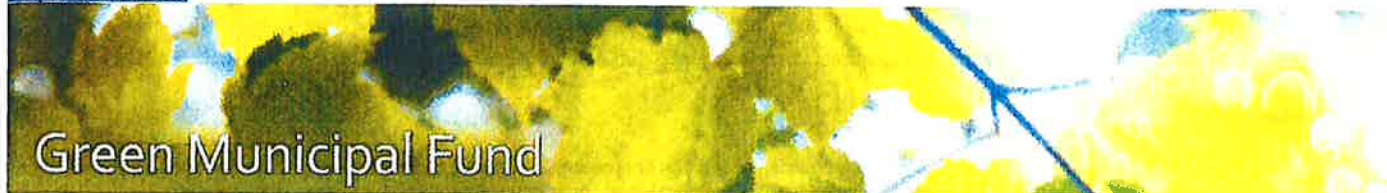
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GREEN MUNICIPAL FUND
ELIGIBLE & INELIGIBLE COSTS

Cost category	Eligible Costs	Ineligible costs
	<p>staff salaries or other remuneration cannot exceed 10% of the other eligible costs.</p> <p>To claim this type of in-kind contribution, you will have to submit a letter from an authorized officer within your organization confirming the details of the in kind contribution.</p>	<ul style="list-style-type: none"> • In-kind contribution by your organization above 10% of eligible costs.

[Skip to main content](#)



Water Sector Funding

Renewed offer in effect April 1, 2015

To best manage the funding available to support the strongest initiatives, we follow a competitive [funding approval process](#) for capital projects in the energy, transportation, waste and water sectors. Applicants under these sectors must undergo an **Initial Review** to assess eligibility before they may submit a complete application.

The [Initial Review form](#) and updated applicant resources are now available. [Find out more](#) about the new eligibility criteria and prerequisites to apply for funding under the new offer. For more information on applying, please [contact us](#).

While we will continue to accept applications year-round, funding approvals for capital project applications in the energy, transportation, waste and water sectors will be made twice a year, with the first review period in February 2016, followed by another in September 2016.

Water conservation

We do not fund purchasing, installing, replacing or repairing water mains as a standalone initiative. Your project must target **end-use water consumption**.

Community: Your project must demonstrate the potential to reduce potable water use by residents of a neighbourhood or community by at least 20 per cent.

Corporate: Your project must demonstrate the potential to reduce a municipal building's potable water consumption by 40 per cent.

Examples:

- grey water systems
- rainwater collection
- fixture replacement programs

Stormwater management

Municipal facilities

Stormwater management projects aim to mitigate the impact of first flush runoff. Your project must demonstrate the potential to eliminate all site runoff for the 90th percentile of all 24-hour rainfall events, by volume.

The **90th percentile rainfall** refers to the number of rain events over 12 months where rainfall volume is lower than or equal to 90 per cent of the amount seen in all 24-hour rainfalls. For example, if the 90th percentile rainfall is 15mm, this means that roughly 90 per cent of the time, the amount of rain received during a 24-hour period is 15mm or less.

Examples:

- rainwater collection and reuse
- green roofs
- rain gardens for bio-retention
- infiltration initiatives such as stormwater planters, infiltration trenches and permeable pavement

Community projects

For neighbourhood stormwater management projects, which may involve multiple properties or sites, your initiative must demonstrate the potential to eliminate site runoff for the **50th percentile** of all 24-hour rainfall events, by volume.

Stormwater quality

Municipal facilities

Your project to improve stormwater quality must aim to remove 80 per cent of total suspended solids (TSS) from runoff leaving a site.

Community projects

For neighbourhood stormwater management projects, which may involve multiple properties or sites, your project must aim to remove 60 per cent of TSS from runoff leaving a site.

Example:

- a low-impact development project that captures and treats stormwater runoff through permeable pavement and bio-retention planters

Wastewater systems

New or retrofit wastewater projects are eligible if they demonstrate a new solution or approach to wastewater systems within a region, type of municipality, province or territory. These projects must offer knowledge value for other municipalities and must meet provincial regulatory requirements.

Examples:

- constructing a wastewater treatment facility, designed using a new approach
- retrofitting an existing facility to upgrade treatment processes
- equipping an existing facility with alternative systems, such as an engineered wetland

Septic systems

Your project must demonstrate the potential to capture and treat all wastewater to at least secondary standards (or equivalent) for a target area. Projects defined as business-as-usual, such as simple tank replacement within the same system, are not eligible.

Examples:

- replacing septic tanks with a more advanced septic treatment system
- constructing a decentralized wastewater treatment unit to service a group of septic systems

Questions?

See our [FAQs](#) or [contact us](#) at 613-907-6208 or 1-877-997-9926.

Page Updated: 01/04/2015

Federation of Canadian Municipalities

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