



TOWN OF ERIN
Regular Council Meeting
AGENDA

June 7, 2016

1:00 PM

Municipal Council Chamber

Pages

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Declaration Pecuniary Interest**
- 4. Community Announcements**
 - 4.1 Director of Finance Announcement
- 5. Adoption of Minutes** 1 - 12
May 17, 2016 Regular Meeting
- 6. Business Arising from the Minutes**
- 7. Delegations/Petitions/Presentations**
 - 7.1 Chair Ron Faulkner and Vice Chair Walter Trachsel - IPM Partnership Presentation 13 - 33
 - 7.2 David O'Connell - Ontario Clean Water Agency Presentation 34 - 55
 - 7.3 Christina Doracin - Blue Imp Recreational Products - Victoria Park Expansion Presentation 56 - 72
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10.2	Conservation Authorities Agendas and Minutes Grand River Conservation Authority: http://www.grandriver.ca/index/document.cfm?Sec=13&Sub1=71 Credit Valley Conservation Authority: http://www.creditvalleyca.ca/about-cvc/board-of-directors/board-meetings/	
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11.	Closed Session	
	Matters under the following exemptions in the Municipal Act S. 239 (2) :	
	(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 1. Animal By-law 2. Hillsburgh Firehall	
	(b) personal matters about an identifiable individual, including municipal or local board employees; 3. Complaint	
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14.	Notice of Motion	
15.	Adjournment	



Minutes of the Regular Town of Erin Council Meeting

May 17, 2016

6:30 pm

Municipal Council Chamber

1. Call to Order

Mayor Alls called the meeting to order.

2. Approval of Agenda

Resolution # 16-208

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that the agenda be approved as circulated.

Carried

3. Declaration Pecuniary Interest

None.

4. Community Announcements

Mayor Alls announced that this is Director of Finance, Sharon Marshall's last meeting before her retirement from the Town after over 30 years of dedicated service. Each Council member spoke about their experiences with Sharon over the time they have known her. She will be greatly missed by all.

Sharon Marshall thanked Council for their kind words and introduced her family who is in attendance today. She thanked staff, Committee members, and Council members past and present that she has worked with over the years.

Mayor Alls congratulated Len Papp, Chief Fire Prevention Officer for achieving the Certified Municipal Manager III Fire Prevention Professional designation through the Ontario Municipal Management Institute.

Mayor Alls introduced and welcomed Nicola Davies, the Town's new Municipal Law Enforcement Officer.

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4.1 Transition Erin - Garden for Erin Public School

Councillor Brennan wanted to recognize Transition Erin, and the teachers and volunteers at Erin Public School for their community contribution building vegetable gardens at the school for the students to learn how to grow their own food. This is a wonderful example of community involvement.

EWFHT - free workshops

May 24-June 4 - Erin Auto Recyclers 7th Annual Tire Take Back Event benefiting the Sunshine Foundation

May 27 - Century Church Theatre - The Second Time Around

May 28 - Village of Erin Summer Celebration

May 28 - "We are ONE" Music Festival - Erin Fairgrounds

May 29 - Walk for Dog Guides

June 2-5 - Hillsburgh Firefighters - Annual Garage Sale at the Hillsburgh Community Centre

Details on these and more at www.erin.ca/whats-on/

5. Adoption of Minutes

Resolution # 16-209

Moved By Councillor Duncan

Seconded By Councillor Smith

Be it resolved that Council hereby adopts the following meeting minutes as amended to add a statement regarding posting a complaint process on the town website;

May 3, 2016 Regular Meeting

Carried

6. Business Arising from the Minutes

6.1 Councillor Duncan - May 3, 2016 Notice of Motions

Resolution # 16-210

Moved By Councillor Duncan

Seconded By Councillor Brennan

May 17, 2016 Regular Council Meeting

Be it resolved that Council direct staff (including the Town's County Planning Staff) to proceed with the preparation of a standalone Town of Erin Official Plan Amendment (OPA). This OPA is to allow for the implementation of Town wide Community Improvement Plan (CIP) policies. The CIP initiatives can then be budgeted for during the fall/winter of 2016 and be in place for use by the municipality and public for the 2017 tax year.

Carried

The following motion moved by Councillor Duncan and seconded by Councillor Brennan was presented to Council:

That Council direct staff (including the Town's County Planning Staff) to proceed with the coordination of a meeting to review the potential options of 'fast tracking' development in Hillsburgh in advance of the two year EA process. The meeting would include the School Board, local developers, Town and County staff. It would review the serious low enrollment situation with the Hillsburgh public elementary school and possible policies and initiatives to deal with the situation.

Following Council discussion, the motion was withdrawn by Councillor Duncan.

7. Delegations/Petitions/Presentations

7.1 Hillsburgh Lions Club - Requesting funds for replacement of structure

Donna Muir gave Council a history on the structure in Heritage Park, how it was built, and what the structure is used for, such as the annual tree lighting ceremony.

Doug Smith also shared thoughts on the park's use and informed Council that the Lions Club would like to oversee the project of building a new structure in the park. The Lions Club is asking Council to dedicate \$35,000 to the project.

Council directed the Manager of Parks and Recreation Facilities to work with the Lions Club, and report back to present options to Council.

May 17, 2016 Regular Council Meeting

7.2 Giovanni Gambino, Gamco Holdings - Requesting relief from letter of credit requirement

Mr. Gambino explained his history with business in the Town, and the reasons for which he is seeking relief regarding the 125% securities required for the site plan.

Resolution # 16-211

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the delegation from Giovanni Gambino regarding a request for relief from the requirement of a letter of credit for a development application;

And that Council hereby grants a reduction of securities required for this application for 44 Erin Park Drive only after the by-law has been amended to reflect a change in the amount of securities required for these applications.

Carried

8. Reports

8.1 Building/Planning/By-Law

8.1.1 Director of Planning, Gary Cousins - Animal Control By-law

Resolution # 16-212

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council receives the report from Gary Cousins, County of Wellington Director of Planning & Development regarding Animal Control By-law 13-34;

And that Council directs staff move forward with Option 1 as stated in the report.

Carried

8.1.2 Chief Building Official - Building Permit Activity Report

Resolution # 16-213

Moved By Councillor Brennan

Seconded By Councillor Smith

May 17, 2016 Regular Council Meeting

Be it resolved that Council hereby receives Building Department Building Activity Report dated May 17, 2016 for information.

Carried

8.1.3 Chief Building Official - Demolition Report – 5318 Wellington County Road 125

Resolution # 16-214

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council hereby receives Building Department Demolition Report, dated May 17, 2016, regarding the application for demolition permit to demolish 2 single residential dwelling located at 5318 Wellington County Road 125, Town of Erin, Assessment Roll No. 23 16 000 005 06400 0000

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

Carried

8.1.4 Chief Building Official - Site Plan Control – Securities Reduction Recommendation

Council directed the CBO to bring back an amended by-law requiring 100% off-site securities and 50% on-site securities.

Resolution # 16-215

Moved By Councillor Sammut

Seconded By Councillor Brennan

Be it resolved that Council hereby receives staff report, regarding the reduction in securities for site plan control application in the Town of Erin;

And that Council hereby considers the reduction in securities and advise which option would be best for future applications in the Town of Erin.

Carried

8.2 Fire and Emergency Services

8.2.1 Fire Chief - Monthly Fire Report - March 2016

Resolution # 16-216

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council hereby receives the Fire Chief's monthly report for March 2016.

Carried

8.3 Recreation

8.3.1 Facilities Manger - Arena Cladding Painting Hillsburgh and Erin Community Centre's

Resolution # 16-217

Moved By Councillor Duncan

Seconded By Councillor Sammut

Be it resolved that Council accepts the quotation from Cedarvale Painting in the amount of \$6,750 + HST for the painting of the exterior arena cladding at the Hillsburgh Community Centre;

And that Council accepts the quotation from Conrad Painting Limited in the amount of \$9,800 plus HST for the painting of the interior and exterior cladding at the Erin Community Centre.

Carried

8.3.2 Facilities Manager - ECC Banquet Chairs

Resolution # 16-218

Moved By Councillor Duncan

Seconded By Councillor Brennan

Be it resolved that Council accepts the quotation from Schoolhouse Products in the amount of \$14,358.75 + HST.

Carried

8.3.3 Facilities Manager - HCC Condenser**Resolution # 16-219****Moved By** Councillor Brennan**Seconded By** Councillor Smith

Be it resolved that Council accepts the J.L. Wilson & Sons Division of Carmichael Engineering Ltd. quote in the amount of \$38,090 + HST for replacement of the condenser at the Hillsburgh Community Centre;

And that Council accepts the additional recommendations from J.L. Wilson & Sons Division of Carmichael as listed:

- 1) Replacement of the discharge and condensate line pipework in the amount of \$2,720.00 plus HST
- 2) BaltiBond Corrosion Protection System in the amount of \$3,750.00 plus HST

For a total cost of \$44, 560.00 plus HST including extras.

Carried**8.4 Finance****8.4.1 Deputy Treasurer - Approval of Accounts****Resolution # 16-220****Moved By** Councillor Sammut**Seconded By** Councillor Smith

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

Carried**8.5 Administration****8.5.1 Economic Development Officer - Doors Open Erin****Resolution # 16-221****Moved By** Councillor Brennan**Seconded By** Councillor Smith

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Be it resolved that the Town of Erin Council receives the Economic Development Officer's report on Doors Open Erin 2016 event.

Carried

8.5.1 Integrity Commissioner - Report on Integrity Commissioners of Ontario Spring 2016 Meeting

Resolution # 16-222

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that Council receives the report on the Integrity Commissioners of Ontario Spring 2016 Meeting, from the Town's Integrity Commissioner, Robert Williams.

Carried

8.5.3 Clerk - Recording and Publishing Council Meetings

Resolution # 16-223

Moved By Mayor Alls

Seconded By Councillor Brennan

Be it resolved that Council hereby receives Recording and Publishing Council Meetings report dated May 17, 2016;

And that staff is directed to include the cost of publishing videos during the next budget process with a retention of 90 days.

Carried

8.6 Mayor's Report

Mayor Alls reported some of his recent activities, including:

- April 26 - Day long media training
- April 28 - Riverwalk trail meeting with consultant
- May 2 - meeing with Anglican Church ladies
- May 9 - meeting with Gary Cousins and proponents for a development off 8th line
- May 9 - meeting with Adrianna Simard (Nestles) on survey
- May 9 - Erin Public School play - invited by students

May 17, 2016 Regular Council Meeting

- May 10 - meeting with Mayors of Puslinch and Centre Wellington, Guelph University, regarding southern Wellington County groundwater studies initiative
- May 11 - Equine Gala
- May 16 - Day long tour of County Assets starting at Wellington Terrace Seniors Home
- Numerous other committee and staff meetings and responding to resident inquiries

8.7 Committees

8.7.1 EEDC Appointment

Resolution # 16-224

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council appoints Mary-Kay Amos to the Erin Economic Development Committee.

Carried

8.7.2 BIA April 7, 2016 Meeting Minutes

Resolution # 16-225

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council receives the BIA April 7, 2016 meeting minutes.

Carried

8.7.3 LGHG March 17, 2016 Meeting Minutes

Resolution # 16-226

Moved By Councillor Sammut

Seconded By Councillor Brennan

Be it resolved that Council receives the LGHG March 17, 2016 meeting minutes.

Carried

8.7.4 TEHC March 21, 2016 Meeting Minutes

May 17, 2016 Regular Council Meeting

Resolution # 16-227

Moved By Councillor Duncan

Seconded By Councillor Smith

Be it resolved that Council receives the TEHC March 21, 2016 meeting minutes.

Carried

9. New Business

9.1 Councillor Duncan - Zika Virus: Wellington -Dufferin-Guelph Public Health

Councillor Duncan brought this forward to ask if staff could contact the Health Unit to inquire as to whether a more comprehensive education program will be brought to the public regarding the Zika Virus. The CAO agreed to inquire with the Health Unit.

9.2 Councillor Duncan - Marijuana Dispensaries Regulations

Councillor Duncan brought this topic forward to review what potential regulations we could have due to legislation. The CBO will begin looking into this and will come back to Council with a report at a future Council meeting.

10. Correspondence

Resolution # 16-228

Moved By Councillor Brennan

Seconded By Councillor Smith

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

Carried

10.5 Niagara Region - Resolution regarding Lyme Disease

Resolution # 16-229

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council hereby supports the resolution passed by the Niagara Region Council at its meeting held April 28, 2016 regarding Lyme Disease.

Carried**10.8 Association of Municipalities of Ontario - Call for Action to Support Fort McMurray****Resolution # 16-230****Moved By** Councillor Brennan**Seconded By** Councillor Smith

Be it resolved that Council supports the Association of Municipalities of Ontario in its Call to Action to support Fort McMurray, Alberta, suffering from the effects of devastating wildfires and authorizes a contribution of \$1000.00.

Carried**11. Closed Session****Resolution # 16-231****Moved By** Councillor Smith**Seconded By** Councillor Sammut

Be it resolved that Council adjourns the meeting to proceed into a closed session at the hour of 9:30 pm to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(b) personal matters about an identifiable individual, including municipal or local board employees; Director of Finance recommendation.

Carried**12. Return from Closed Session****12.1 Motion to Reconvene****Resolution # 16-232****Moved By** Councillor Smith**Seconded By** Councillor Brennan

Be it resolved that the meeting be reconvened at the hour of 9:58 PM.

Carried

12.2 Report Out

Resolution # 16-233
Moved By Councillor Smith
Seconded By Councillor Brennan

Be it resolved that Council directs the CAO to negotiate with a qualified individual for the position of Director of Finance.

Carried

13. By-Laws

Resolution # 16-234
Moved By Councillor Duncan
Seconded By Councillor Smith

Be it resolved that By-Law numbers 16–30 to 16-32 inclusive, are hereby passed.

Carried

14. Notice of Motion

None.

15. Adjournment

Resolution # 16-235
Moved By Councillor Brennan
Seconded By Councillor Smith

Be it resolved that the meeting be adjourned at the hour of 10:13PM.

Carried

Mayor Allan Alls

Clerk Dina Lundy

2016 International Plowing Match & Rural Expo



2016

WELLINGTON COUNTY
International Plowing Match & Rural Expo

SEPTEMBER
20-24
HARRISTON,
TOWN OF MINTO

SAVE THE DATE

JOIN US FOR "A FRESH TASTE OF FARMING"

   WWW.PLOWINGMATCH.ORG

The poster features a central image of a black tractor with a plow, set against a blue arch. The background is a scenic view of a green field with trees and a building in the distance. The text is arranged in a clear, organized manner, with the event name and dates prominently displayed. Social media icons and the website URL are located at the bottom of the poster.

Local Host



Wellington Plowmen's Association Bid

IPM 2016 the Non-Profit Organization set up to run this years match only

Wellington County key support and seed money to IPM 2016 through funding agreement

Town of Minto is host municipality (many staff and Council volunteer on all levels)

Parent Host



Ontario Plowmen's Association own the event

Board of Directors and staff members

Support a new volunteer Committee every year!

History of the IPM

The First match was held in 1913 at Sunnybrook Farm, which is now Sunnybrook Hospital, in Toronto

The First match outside of Toronto was at University of Guelph in 1915

The match has been held every year since, across Ontario, with the exceptions of 1918, and 1942-1945 due to the war

the 2013 match in Perth County marked the centennial of the IPM

The First Wellington County Match was held in 1937 at Beatty Bros. Farm located in Fergus

The Second was at Jack M. Gilchrist Farm in 1968 located in Guelph

In 1984 J.D. Ross & Neighbouring Farms hosted in Teviotdale

Lewis & Mae Day & Morris Day, Erwin G. Musselman and Neighbouring Farms hosted in 2000 in Elora

Background on the IPM

Since its inception, the match has attracted millions of competitors, exhibitors, and visitors from across Canada, the United States, and even Europe

It is the largest show of its kind in North America

Each Match is organized by a local Board of Directors, numerous committees, and supported by well over 1000 volunteers

Every match generates a Legacy fund to benefit the host County

What Happens at the IPM?

Plowing

Several types:

Modern Tractors

Vintage Tractors

Horse Drawn



What Happens at the IPM?

Queen of the Furrow

Contestants graded on agricultural knowledge and skill, plowing skill and ambassadorial skills

2015 - 2016 Ontario Queen of the Furrow

Kathryn Chant, of Grenville County

Before a packed crowd on Thursday, September 24, 2015, Kathryn Chant representing Grenville County, was crowned the 2015 - 2016 Ontario Queen of the Furrow. Kathryn faced competition from 23 other candidates from across Ontario.

Kathryn will spend the coming year travelling across Ontario representing the OPA and [IPM 2016](#).



What Happens at the IPM?

Banquets

Award banquet for plowing competitions, and Queen of the Furrow banquet



What Happens at the IPM?

Activities for Kids

Many children attend as part of class field trips, as well as coming with their families.



What Happens at the IPM?

Opportunities to Learn

Informative and historical displays are part of the Education Tent.



What Happens at the IPM?

Exhibitions

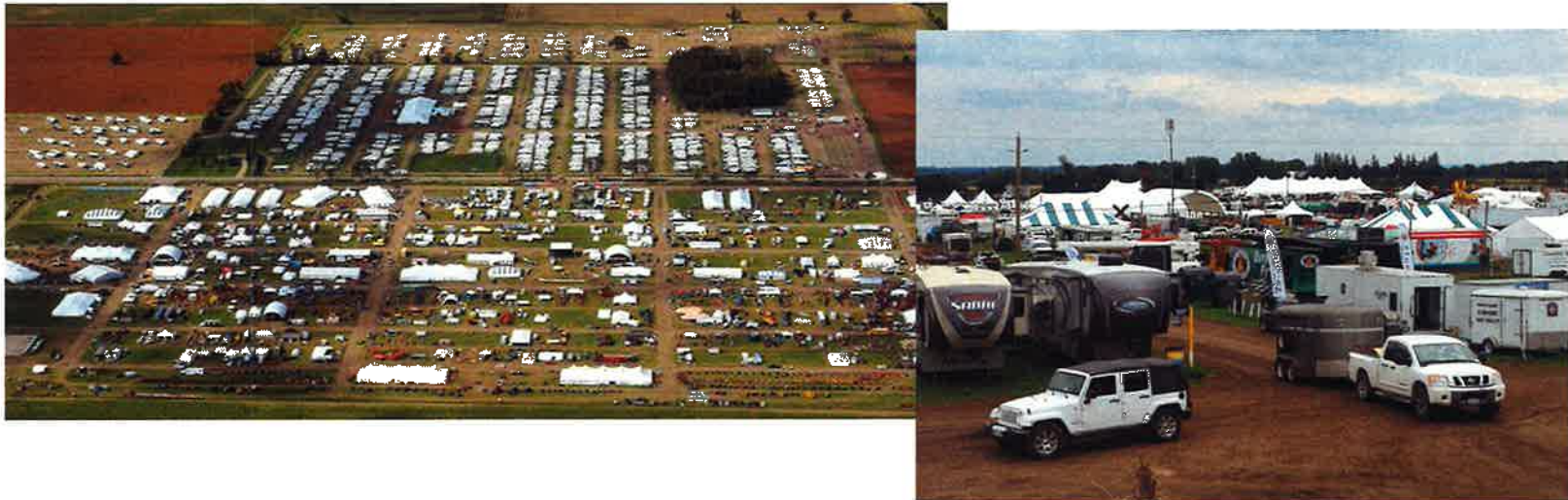
1000 acres of exhibitors, vendors, food stands, and entertainment



What Happens at the IPM?

Camping

The number of RV Park spaces booked each year averages 1500 trailers covering 100 acres..



What Happens at the IPM?

Quilting

The quilting committee starts to make the match blocks years in advance for the competitions.



What Happens at the IPM?

Antique Displays

Antique Tractors

Cars

Tools

Furniture

Signs

Local history

and more are put on display



Numbers - People

- Average number of Visitors varies between 75,000 to 100,000 per year
- All age groups represented
- 2015 IPM in Finch attracted 84,000 visitors

Numbers - Economic Impact

- The OPA Conducts Studies on a regular basis
- These studies have shown as high as \$20 million in local economic impact through tourism and event operations.
- 84% of past host community residents agreed that the IPM has increased the quality of life in their communities
- Buying power: for agri-business goods and services as well as farm equipment, visitors report annual expenditures of \$72 million

Numbers - Legacy Funds

- 2008 Bruce County Legacy Fund: \$900,000
- 2010 St. Thomas Legacy Fund: \$550,000
- 2011 Prescott - Russell Legacy Fund: \$225,000
- 2013 Perth - \$350,000

These funds were reinvested into the local community

A few of our Current Partners

BMO



Partners in Powerful Communities

GET #CAUGHTBLUEHANDED

Organizers of the 2016 IPM in Wellington County are using blue mittens and social media to help promote this years event.

Perth-Wellington MPP Randy Pettapiece and the Ontario PC Caucus got [#CaughtBlueHanded](#) in Queens Park. We thank them for their support!



Great to see Perth - Wellington MP John Nater getting his colleagues in Ottawa excited about [#IPM2016](#). Thank you for your support!

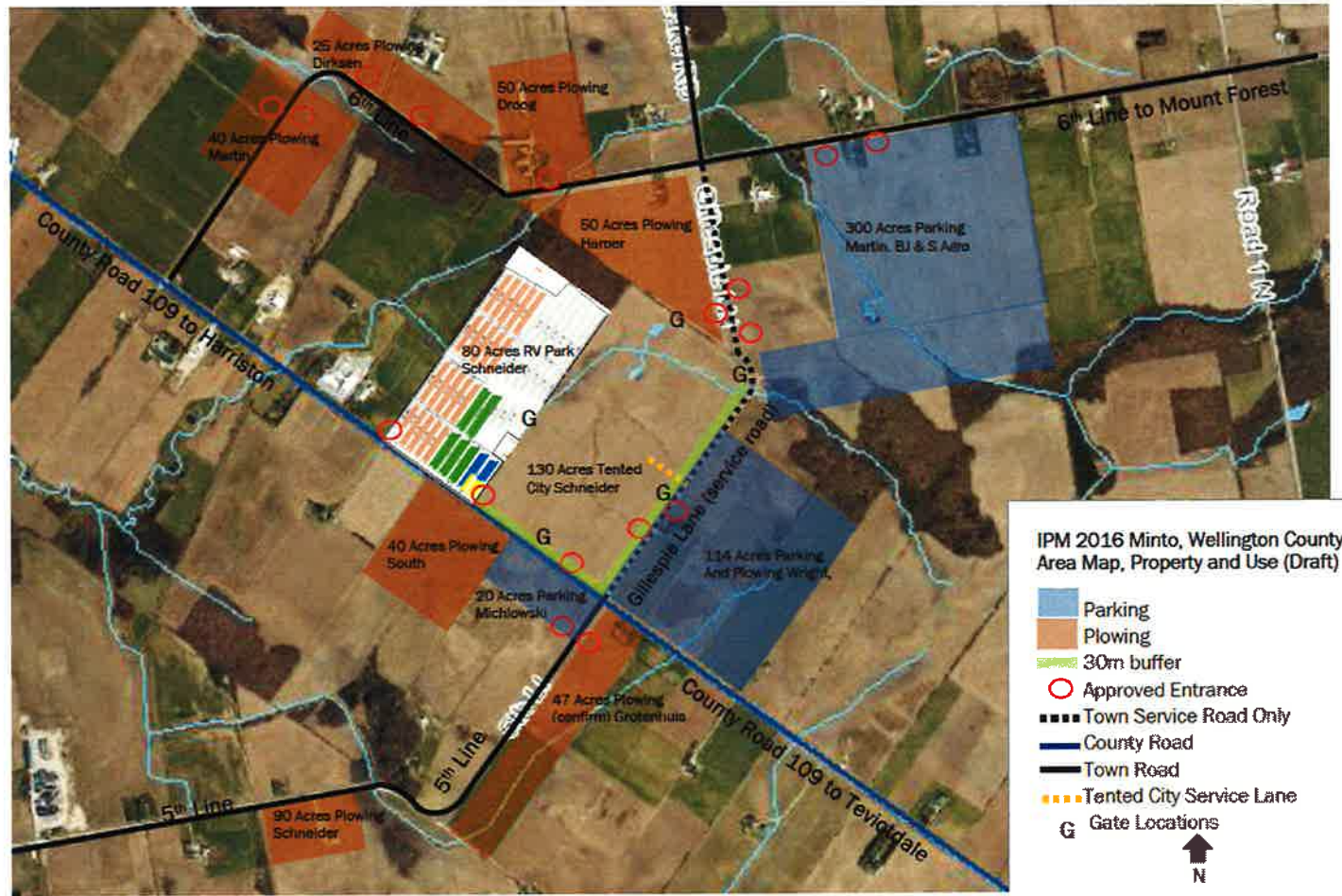


WHERE ARE WE RIGHT NOW!!



1. Half of 1200 RV Park Spots Sold
2. Quilt Show 135 entrants already
3. Kick-off Drayton Successful
4. Over 4,500 cook books sold
5. Nearly \$50,000 in souvenir sales
6. Tented City set up begins in July
7. RCMP Musical Ride; Jousting
8. Tickets on-line
9. Sponsorship Program
10. Auctioneer's Competition
11. Signage on County Roads





MUNICIPAL SUPPORT FOR 2016!!



Your municipality is in the County Showcase Tent

- zip line, activities, County Hospitality and more!

Cash sponsorship opportunities exist; Ross Wilkie (wlikier@wightman.ca)

Also IPM 2016 would really appreciate:

1. Volunteers During the Match (volunteeripm2016@gmail.com)
2. Opportunities for Service Clubs
3. Employee Crews for Setup or Labour (tentedcityrvpark@ipm2016.com)
4. Picnic Tables, Equipment, etc. (tentedcityrvpark@ipm2016.com)
5. Your support to potential sponsors and exhibitors (Cathy@plowingmatch.org)
6. Directional signs on municipal signs.
7. Attend! Buy Souvenirs! Have fun!



Presentation to the Town of Erin



Presented to: Municipal Council
Presented by: David O'Connell, Karen
Date: Lorente, Scott Craggs.
June 7, 2016



Trust. It flows from experience & commitment.

Introduction

- Karen Lorente, Regional Hub Manager
- Scott Craggs, Operations Manager
- David O'Connell, Business Development Manager

Agenda

- Overview of OCWA
- Agency Services
- Partnership Components

Welcome to The Ontario Clean Water Agency (OCWA)

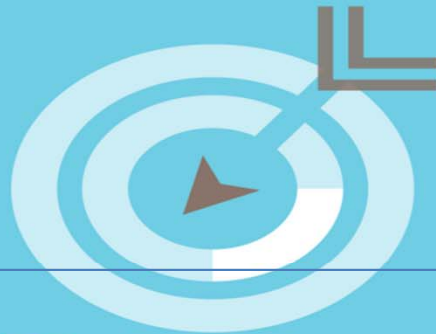
- Crown Corporation, formed in 1993 and reporting through the Ministry of the Environment and Climate Change
- Agency competes in the open market
- Self-sufficient – receive no funding from the Province





Vision

A trusted world leader in water



Mission

To demonstrate service excellence through the delivery of safe, reliable and cost-effective clean water



Values

OCWA's values are focused on building TRUST with clients and other stakeholders. We strive to gain their trust by being:

- ◆ **Transparent** – Open and honest communication of our business activities.
- ◆ **Respectful** – Build sound relationships with our staff, clients and other stakeholders, by embracing diversity, acting responsibly and doing what is right.
- ◆ **Understanding** – Confidence in the knowledge and ability of our people to meet the challenges of the water and wastewater industry. Continuously learn current trends and innovative technologies and/or processes in our industry.
- ◆ **Safe** – Deliver clean water services to protect our employees, the communities we serve, and the environment.
- ◆ **Teamwork** – Work together, share our collective expertise and be innovative in delivering exceptional results and achieving our mission.

Who We Are

- Largest provider of water and wastewater services in Canada



- More than 300 clients across Ontario
 - Municipalities
 - Industry
 - Institutions
 - Commercial Enterprise
- Approximately 800 employees providing a full range of technical and advisory services
- Each day, 4.5 million people are served by OCWA, approximately 1/3.

Structure

- Corporate Office – 1 Yonge Street
- Engineering Office – Mississauga
- Regional Offices –

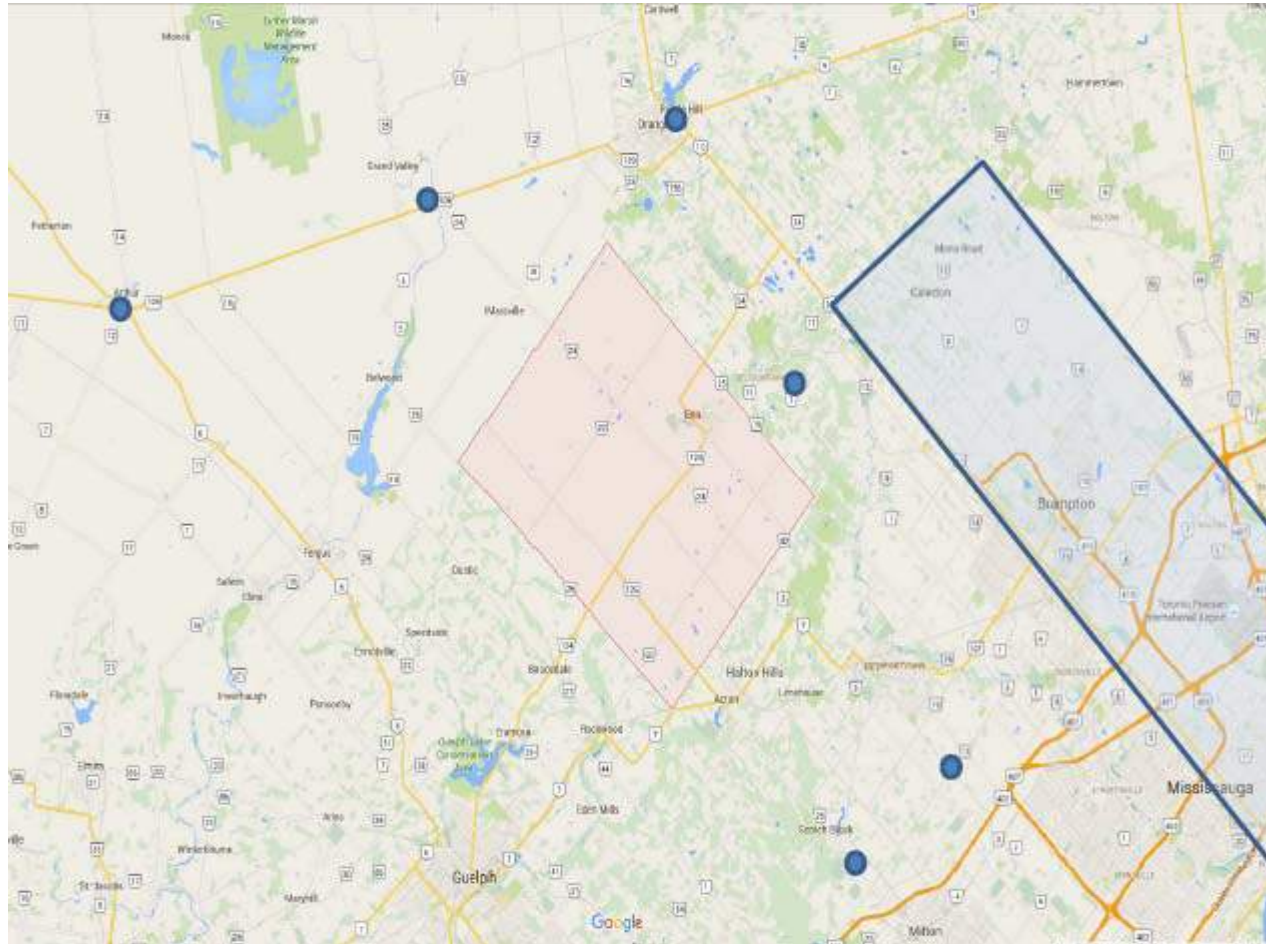
10 across the province including;

Mississauga, Kingston, London, Waterloo, Thunder Bay, Wasaga Beach.

Strength

- Hub Network - 21 Hub's Supporting – 800 Facilities
 - Hub and Spoke Model - sharing of staff and resources, established network of boots on the ground
 - Risk Management - Knowledge, System's, Resources
 - Shared Support Services
 - Highly skilled labour Force - mechanics, electricians, instrumentation specialists, process and compliance experts
 - Local Communication - We live where we work

Local Support



Agency Services

- Operations and Maintenance
- Engineering
- Training
- Process Optimization
- Energy Management
- Distribution Services

Town of Shelburne

- Management Support
- Water and Wastewater Services
- Engineering Projects
- Capital Management
- Energy Management
- Consultant design review and support

Town of Grand Valley

- Management Support
- Wastewater Services
- Client Operates Own Water System
- New WWTP in 2010
 - Consultant design review and support

Township of Wellington North

- Management Support
- Wastewater Services
- Client Operates Own Water System
- PCT Support
- New WWTP in 2010
 - Consultant design review and support

Operating Responsibilities

- Operates facilities in accordance with all applicable laws and regulations
- Established Quality Environmental Management System
- Trained, qualified, certified staff supported by trainers, compliance experts and engineers
- Comprehensive Emergency Management Program



Operating to Ensure Compliance

- OCWA was the first in Ontario to implement an environmental management system at water and wastewater facilities
- Compliance is managed through comprehensive systems, programs and controls



Facilities

Classification	MOHLTC	LGWS	NC	1	2	3	4	Total
Water	89	35	28	44	75	28	7	303
Wastewater			13	85	72	29	7	209
Distribution			15	75	61	12	5	168
Collection			8	66	77	3	0	154
Total	89	35	64	270	285	75	19	834

Certified Staff

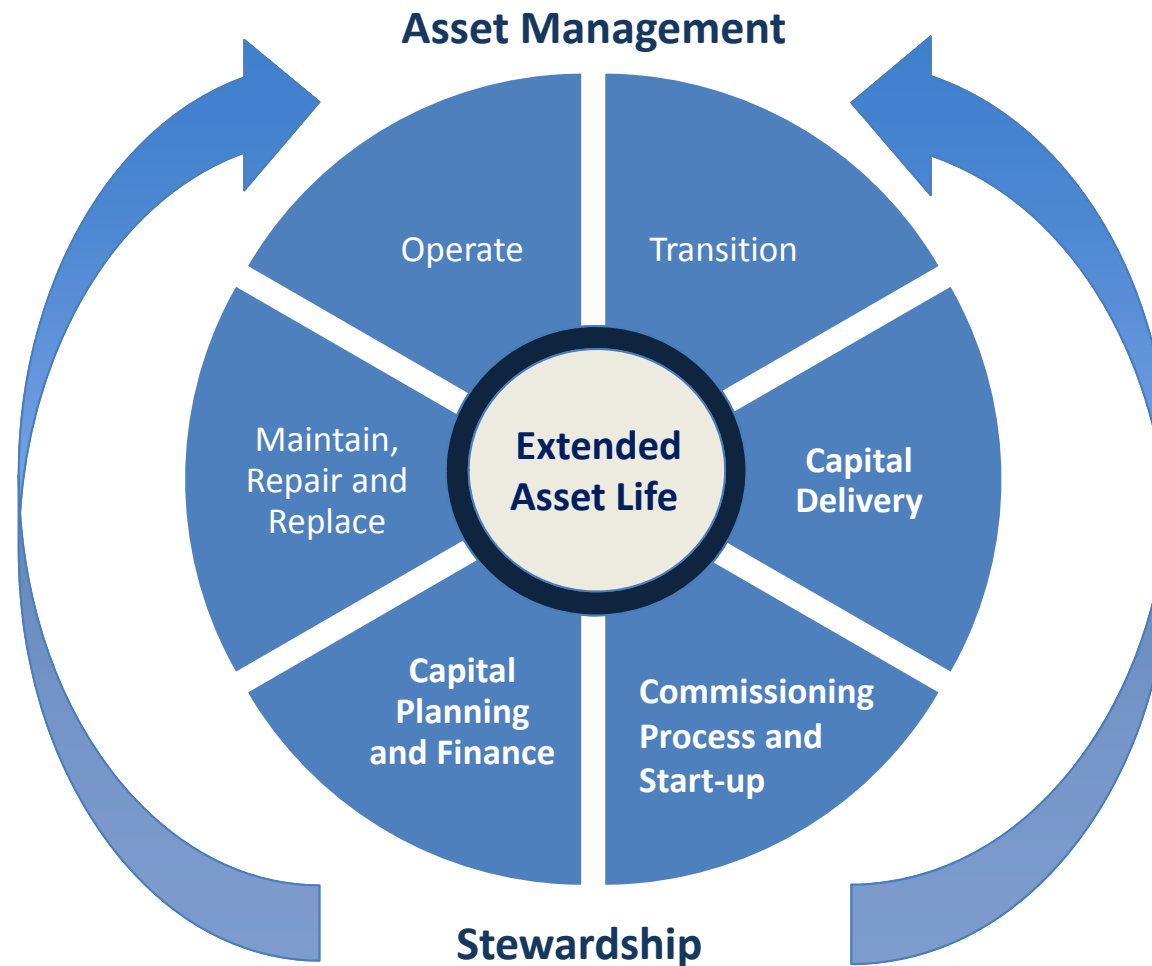
Certification	OIT	1	2	3	4	Total
Water Treatment	64	89	76	70	51	350
Water Distribution	14	79	83	35	12	223
Wastewater Treatment	64	94	76	36	15	285
Wastewater Collection	78	99	105	78	35	395
Total						1,253

Managing Risk



- SDWA - Statutory Standard of Care
- Compliance Quality Assurance/Quality Control (QA/QC)
- OCWA Standard Operating Procedures
- Comprehensive Insurance
- Emergency Preparedness and Response
- Provincially owned

Infrastructure Challenges



OCWA's Tools

- OCWA investment multiple tools and software systems to support operations & compliance:
 - Process Data Collection and Monitoring System
 - Wiski 7
 - Work Maintenance Management System
 - Maximo

What Municipalities expect of us?

- Manage assets as if they are your own
- Meet compliance requirements as per regulations
- Take a long term view for planning
- Report and communicate

OCWA is a “Client Focused” Total Solutions Provider

- **Engineering**
- **Technical Services**
- **Operations and Maintenance**
- **Operator Training**

A key part of Ontario’s water safety net




Town of Erin Victoria Park Expansion

TOWN  OF
ERIN

PLAY STRONG

- Built on a history of durability and playability, Blue Imp playgrounds give you the strength you need, with the fun kids demand. Our products set the standard for performance and safety.
- It doesn't get any stronger than this.
- Steel components for long-lasting performance

- 
- **We have the stability, longevity and experience to give you this premier playground that your City deserves.**
 - **We provide service, quality, ingenuity and innovation.**
 - **We believe in providing a safe place for children to play**

Blue Imp safe

- ISO certified quality system
- CSA compliant
- IPEMA Member
- IPEMA certified facility
- Made in Canada



Victoria Park Accessible Destination

Benefits and Key Features:

- A social/family destination for outside communities
- Brings revenue to the community
- Wheelchair accessible park and wheelchair playable design
- Up to 100 children can play at the same time, clear sightlines for supervision and safe social physical play
- Encourages physical activity in the community all ages
- Utilized by schools, fitness groups, day camp special needs groups “Special Friends” and many more organizations



Victoria Park Expansion - Option 4⁶¹

layout # A02877D-C1

J02955

reverse view



Note: Colours shown may not accurately reflect actual colours.

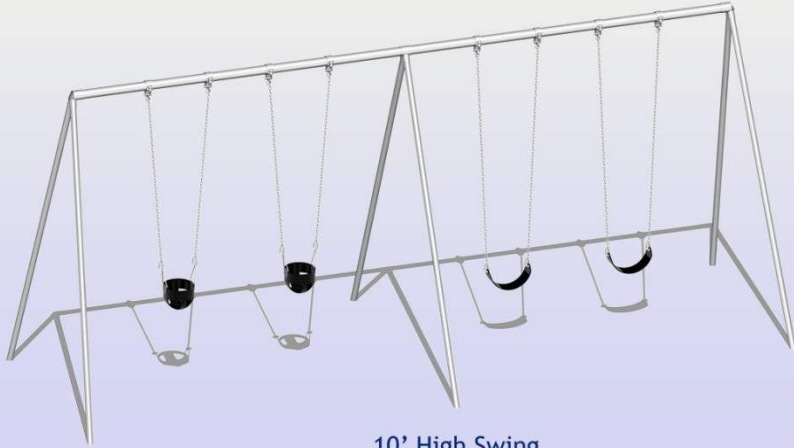


Fun is to be unlimited !

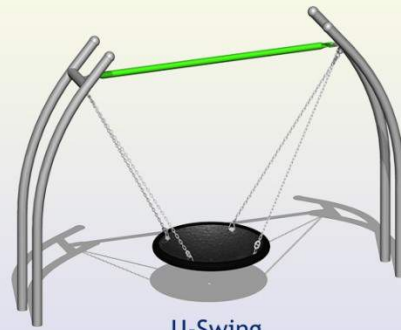
Victoria Park Expansion - Option 4

layout # A02877D-C1

J02955



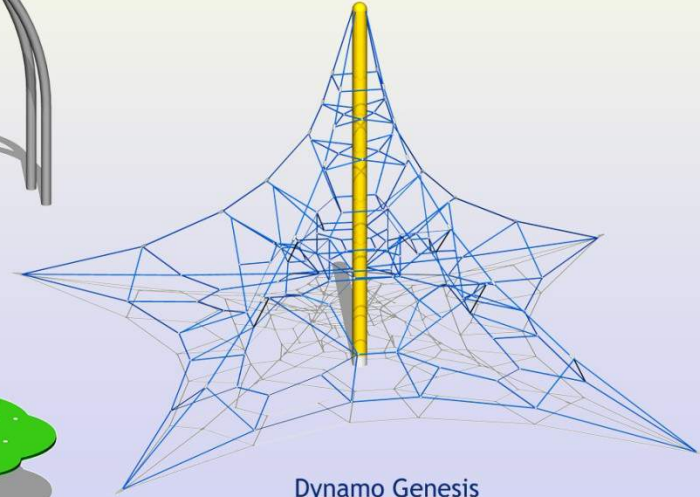
10' High Swing



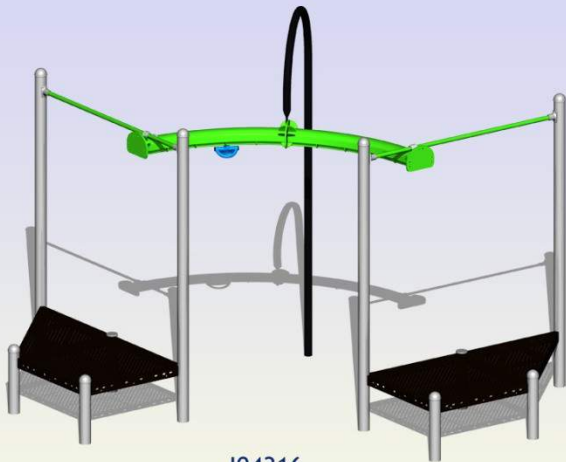
U-Swing



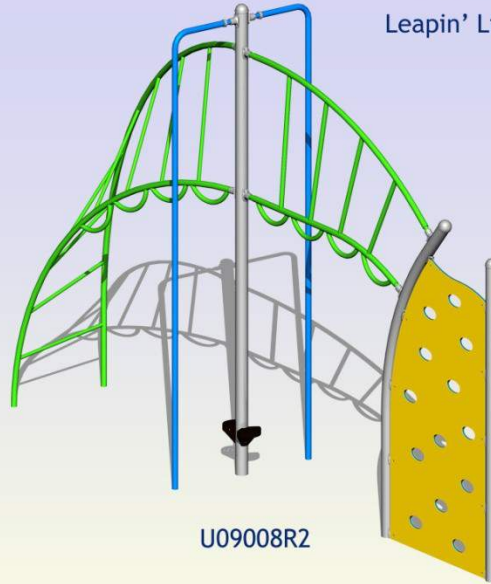
Leapin' Lily Pad



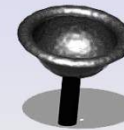
Dynamo Genesis



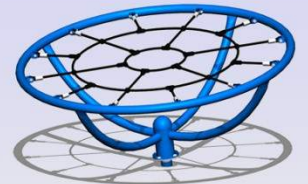
I04316



U09008R2



Crazy Cup



Satellite

Note: Colours shown may not accurately reflect actual colours.

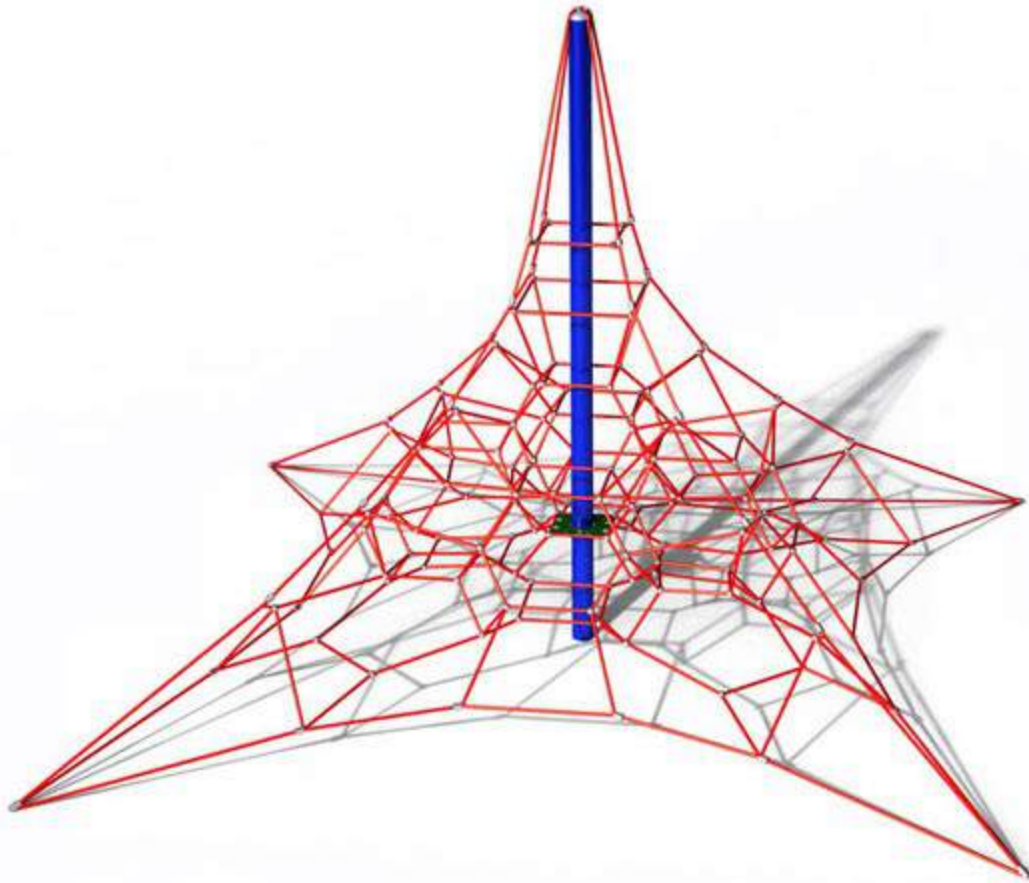


Play is to be Creative, Social, Stimulating and Varied!





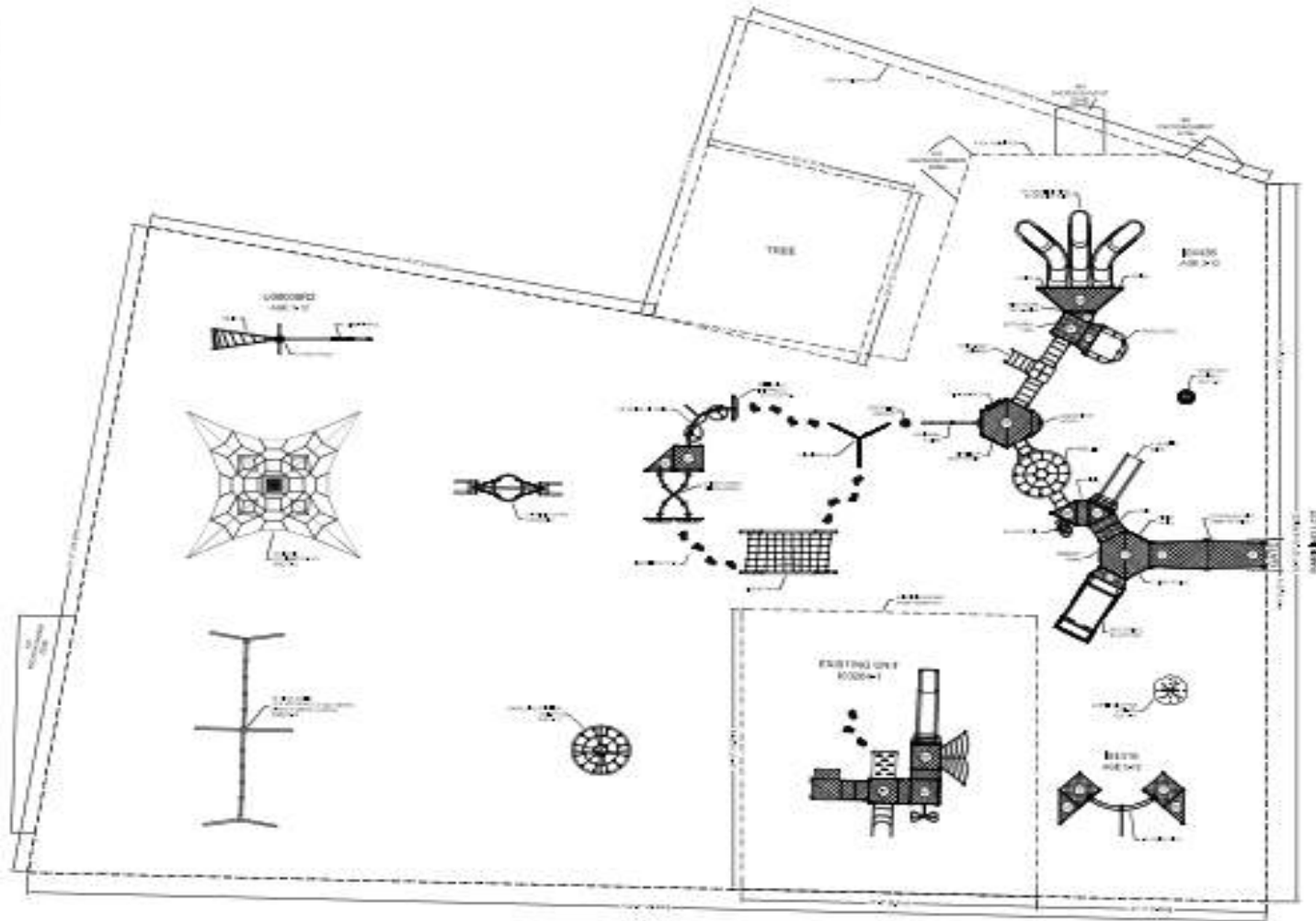




Victoria Park, Top View and component detail



BLUE IMP RECOMMENDS
THAT SLICES BE INSTALLED
WITH SLICE SLICES FACING
BETWEEN NORTH AND EAST



CONFORMS TO THE CANCIS (2014) STANDARD
"CHILDREN'S PLAYSPACES AND EQUIPMENT"

PERIMETER SHOWN REPRESENTS EXTENT OF REQUIRED SAFETY
SURFACING. NOTH OF BORDER MATERIAL MUST BE ADDED
BEFORE EXCAVATION.

VICTORIA PARK
EXPANSION- OPTION 4

TOWN OF BRILLON

BLUE IMP 10

LAYOUT #: A08B7D
JOB #: J02955


RECOMMENDED AGES: AS NOTED
PROTECTIVE SURFACING REQUIRED
AREA: 9098 (sq ft) PERIMETER: 440 (ft)
DRAWN BY: CM DATE: 26-APR-16

BLUE IMP
Play Strong.


720 - 10TH STREET S.W. BRILLON, BC CAN. T1A 0V7
TOLL FREE: 1-800-871-4462 FAX: (250) 524-0811
EMAIL: info@blueimp.com WEBSITE: www.blueimp.com

AREA PROVIDED IS BASED UPON SUPPLIED SURVEY INFORMATION
SHOWING LOCATION OF EXISTING EQUIPMENT AND BORDERS.
EXACT LOCATION OF EXISTING EQUIPMENT AND BORDERS TO BE
VERIFIED ON SITE TO ENSURE ADEQUATE SAFETY ZONES, AND TO
VERIFY EXISTING CAPACITY OF SURFACE MATERIALS.
SOME BORDER DIMENSIONS ARE TO MAINTAIN CLEARANCE

Product Specifications

- IMPplay
 - Uplay
 - Plastics are all food-grade extruded polyethylene sheets
 - Manufacturing specifications attached
 - Manufactured in Canada
 - Quick customer service
 - Local playground consultant
 - Unique Design and Capabilities – customization
- 

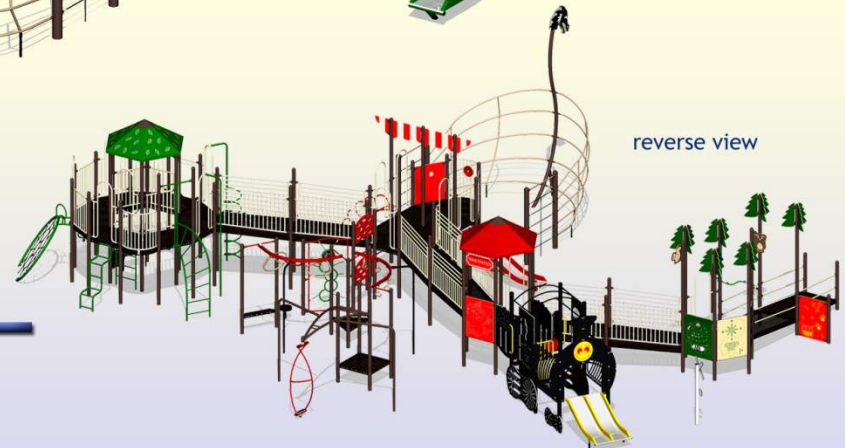
Site Work and Installation

- PARCS – Equipment Installation
 - Engineered Wood Fiber supply and install
 - Installation and service of Equipment
 - ADA accessible surfaces:
 - EWF Engineered Wood Fiber Safety Surfacing
 - AODA discussion – Wheelchair playable vs. Accessible
- 

AODA Accessible and playable



layout # I01838-2-C1




reverse view

Note: Colours shown may not accurately reflect actual colours.

BLUEIMP™
Play Strong.



Why Blue Imp?

- Quality
 - there is no substitute for experience
 - Made in Canada – What Canada Makes, Makes Canada!
 - Design
 - safety, customization, accessibility, durability, uniqueness and fun!
 - Service
 - committed to your project throughout the process and after the sale
- 

**Thank you from the
Blue Imp Team!**



Q AND A OPPORTUNITY



Staff Report

Report #: Rec-2016-005

Date: May-17-16

Submitted By: **Graham Smith RRFA/CIT Manager of Parks and Recreation**

Subject: Victoria Park Playground Expansion – Canada 150 Grant

Recommendations:

Be it resolved that Council accepts the Blue Imp playground proposal “option #4 in the amount of \$169,754.39 + HST as part of the Town’s commitment for the Canada 150 grant & expansion of the Victoria Park Playground in Hillsburgh.

And that Council release the capital funding of \$150,000 for this project;

And further that Council approves allocating \$24,047.39 in extra funding from cash in lieu parkland reserve to cover 19,754.39 + HST budget overage for the playground and \$4,293.00+HST wood border quote from McKinnon Tim-Br Mart.

Background:

During 2015 senior staff meetings we were offered an opportunity to apply for funding under the Canada 150 Grant program. Staff discussed opportunities for this grant and voted to expand the playground at Victoria Park in Hillsburgh.

During staff discussions about the funding it was decided that the Town of Erin needed a destination type playground to the Town of Erin. Currently families in the Town of Erin will travel 20 to 30 minutes to get to this type of playground for their children to use. It is part of goal to keep our families in our community for fun and play.

The Town of Erin was awarded 1/3 grant funding by the Canada 150 Grant program of \$50,000 and during the 2016 Capital budget process Council approved the remaining 2/3's of the funding for a total project of \$150.000.

An RFP was created and posted on the Town website for the playground expansion at Victoria Park. Five playground companies were also invited to provide quotations for the project. The RFP requirements allowed 1 to 3 proposals by each company.

We received 10 different proposals with quotations from the 5 companies

Invited companies were ABC Recreation, Play SKL, Park N Play Design, Henderson Recreation Equipment, Blue Imp Recreation and Products.

During site meeting it was discussed that part of the project was to remove, replace and relocate the current swing at Victoria Park. The current swing is to be relocated to Barbour Field in Hillsburgh. Staff felt it was important to improve the playground at Victoria Park but and reuse any equipment we could in other parks & playgrounds in the community if possible.

All companies were told that the budget was \$150,000 plus HST for the Canada 150 grant and were asked to submit proposal based on that amount. The quotations and proposal received varied from \$114,230 up to \$185,200. The quotations received are listed below and attached are the different designs offered by each company.

- 1) ABC Recreation option #1 - \$149,993.00 plus HST
- 2) ABC Recreation option#2 - \$149,788.00 plus HST
- 3) Play SKL - \$131,836.00 plus HST
- 4) Park N Play Design option #1 - \$114,230.58 plus HST
- 5) Park N Play Design option #2 - \$124,821.39 plus HST
- 6) Henderson Recreation Equipment option #1 - \$136,550.31 plus HST
- 7) Henderson Recreation Equipment option #2 - \$141,199.34 plus HST
- 8) Blue Imp Option #1 - \$149,500.00 plus HST
- 9) Blue Imp Option #2 - \$149,955.00 plus HST
- 10)Blue Imp Option #3(#4) - \$185,200 plus HST
- 11)Blue Imp Option #4 -\$169,754.39 + HST- see note about this Option

Note – Option #4 is a redesign of Option #3 that resulted in our team meetings and the Town staff either providing work or different pricing to reduce costs

A committee was formed consisting of the CAO, Parks and Recreation Facilities Manager, Roads Interim Superintendent, Parks and Recreation staff, and 3 members of the public. The members of the public also represent the families with children with disabilities. The committee opened and reviewed the proposals. Although the timing was tight the committee were able to narrow down the proposals and an agreement was made on the Blue Imp Option #3 with an understanding we would try to reduce the price if feasible

Keeping in mind that we wanted something that would invite families from inside and outside our community to visit our playground, we thought proposal #3 although over budget, had the most play value of all the proposals offered. Blue Imp Option #3 playground would definitely be something the town's community families would visit and had potential of making it a destination for people outside our community as well.

A second meeting was set to meet with Blue Imp to discuss possible cost savings or work Town staff could perform to lower Option #3 total price. We were able to reduce the cost of the wood border by buying local at McKinnon Tim-BR Mart and would like to thank them for a good price for this project. We were also able to lower costs by getting gravel locally as well from Halton Crushed Stone (Erin Pit) and have given this gravel as a donation to the project. We would also like to thank Halton Crushed Stone for their donation. The Recreation and Roads Department are able to remove the old equipment and prep the site for the project which has also lowered the cost total of purchasing the playground.

A cost of staff wages for town Recreation staff and Roads staff will need to be addressed as part of this project but as part of the operational review it was mentioned that our departments work together to help save costs within the Town. I would like to also thank Greg, Dave and their staff with their assistance to help reduce costs of this project.

There is still a small potential savings to be had in some reconfiguration of the park that could save budget dollars on the wood border and ground surface.

The old swing set in the park if removed without issues will be installed at Barbour Field in 2017 to add some much needed play equipment to that facility as well

Financial Impact:

The total cost for the quotation from Blue Imp Option #4 with the cost reductions put in place is \$174,047.39 + HST - includes \$150,000 Capital Funding plus \$24,047.39 in extra funding from cash in lieu parkland reserve.

Staff wages for removal and prep work of site – yet to be determined

Canada Day celebration costs for 2017 for the grand opening will be determined at budget time

Consultation:

Consultation with the 5 different playground companies along with committee members to express our wants and needs for Victoria Park Playground expansion helped us make an informed decision before approaching Council. Discussion from parents from the Town of

Erin who take their children out of our community to visit a destination playground in other Towns/Cities also helped with making our informed decision.

Communications Plan:

All Bidders will be thanked for their quotations.

Conclusion:

Recognizing the play value and impact of a destination playground in our community, that allows our Towns families to remain in our community for recreation and family time;

Council accept the Blue Imp playground proposal “option #4 in the amount of \$169,754.39 + HST as part of the Town’s commitment for the Canada 150 grant & expansion of the Victoria Park Playground in Hillsburgh.

Also that Council allocate \$24,047.39 in extra funding from cash in lieu parkland reserve to cover 19,754.39 + HST budget overage for the playground and \$4,293.00 plus HST wood border quote from McKinnon Tim-Br Mart

Appendices:

Blue Imp Option #4

Blue Imp Option #3

Blue Imp Option #2

Blue Imp Option #1

McKinnon Tim-BR Mart Quote for wood border



Submitted to: Graham Smith
graham.smith@erin.ca

Date: May 31 2016

Address: Town of Erin
 Victoria Park Expansion, Playground
 Hillsburgh, ON

519-833-2114 ext 21

Submitted by: Christina Doracin, Southern Ontario Consultant

416 566 7249

Quantity	Product #	Description	Unit Price	Extended Price
1		Victoria Park Expansion design - Option 4	\$ -	\$ -
1		Equipment and freight per layout J02955 A02877D	\$ 111,942.00	\$ 111,942.00
1		Concrete installation of Equipment per layout noted, Installation of Timber surround 3 rows deep, supply and installation of engineered wood fiber 12" compacted depth with filter cloth. Includes 6' modular safety fencing during construction until inspection approval. Includes 3rd Party Playground inspection	\$ 57,812.39	\$ 57,812.39
1		Site to be excavated to 15" level and graded depth (from finished grade) by Town of Erin, Timbers and Drainage stone supplied by Town of Erin		\$ -
1		Existing equipment to be removed by the Town of Erin	\$ -	\$ -
				\$ -
		Installation and site work time allocation 2 weeks		\$ -
				\$ -
				0.00
				0.00
			Subtotal	169,754.39
			H.S.T.	22,068.07
			TOTAL	\$191,822.46

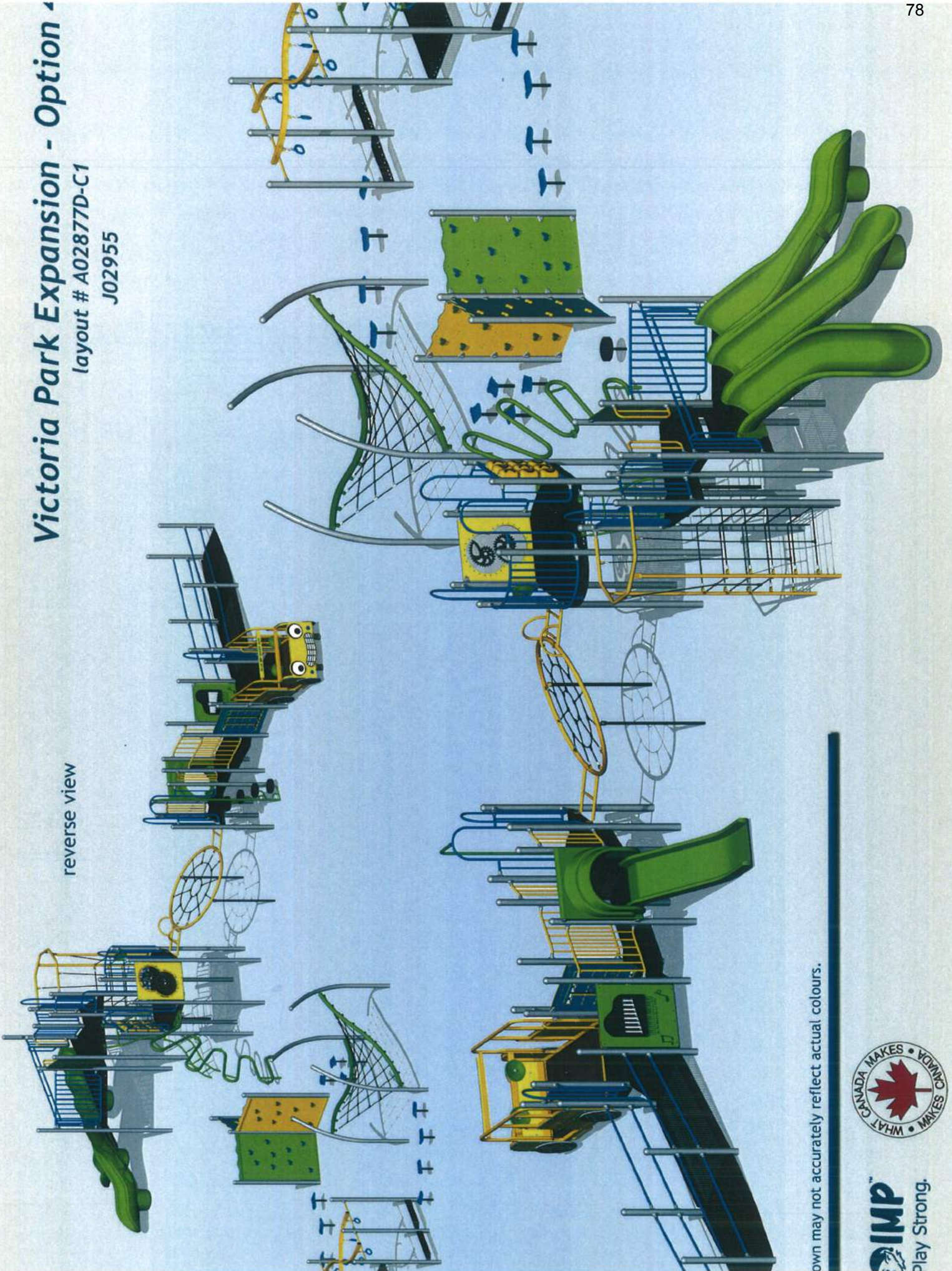
Equipment prices in effect until December 30 2016

Victoria Park Expansion - Option 4

layout # A02877D-C1

J02955

reverse view



own may not accurately reflect actual colours.

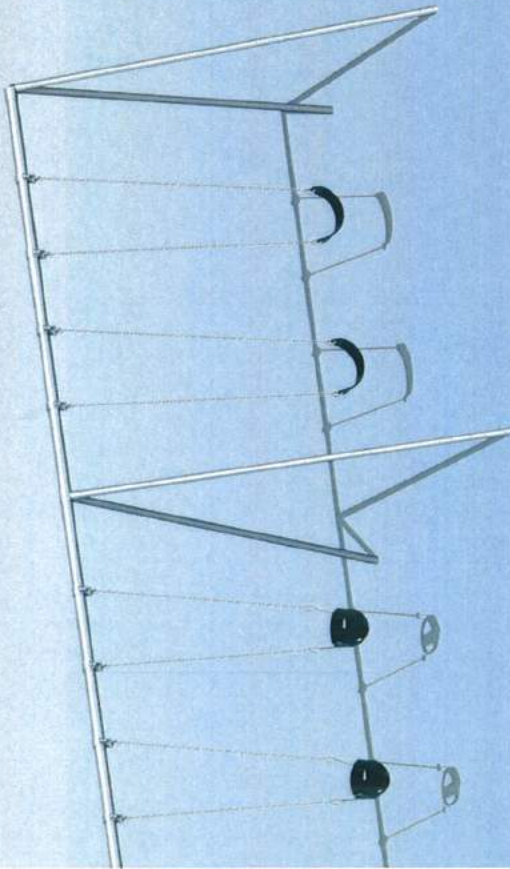


IMP
Play Strong.

ria Park Expansion - Option 4

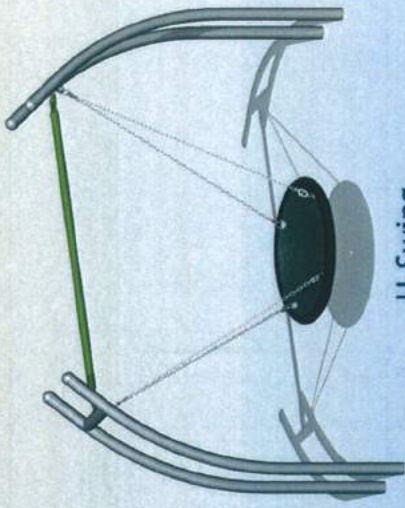
layout # A02877D-C1

J02955



10' High Swing

I04316

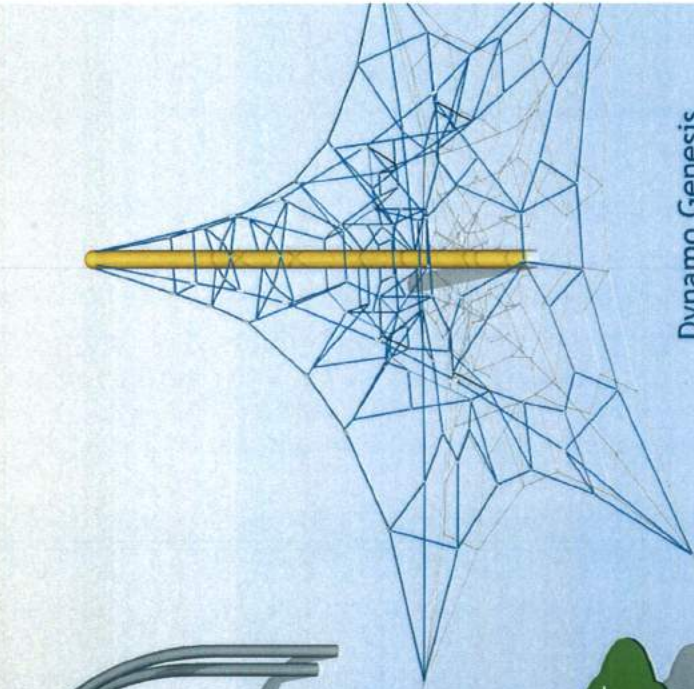
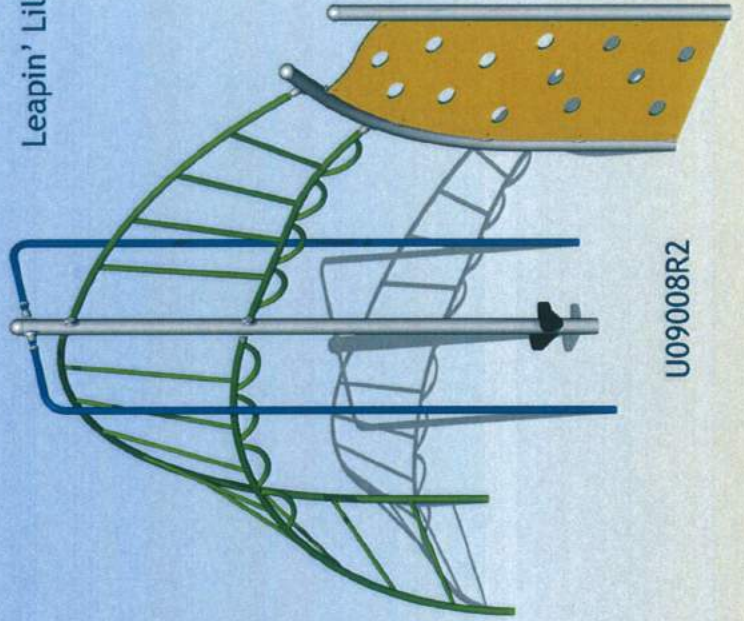


U-Swing



Leapin' Lily Pad

U09008R2



Dynamo Genesis



Crazy Cup



Satellite

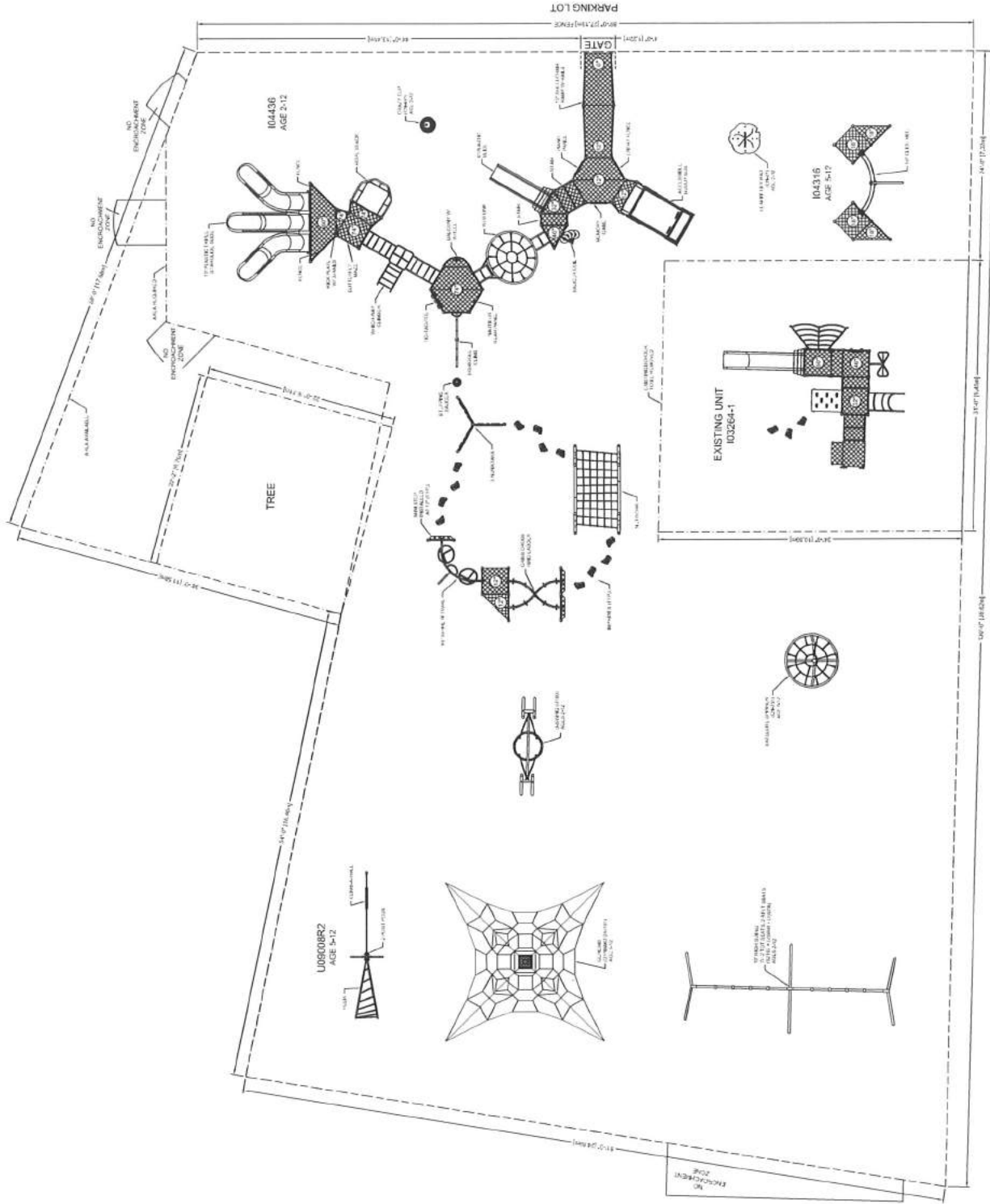
Note: Colours shown may not accurately reflect



BLUE 79



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



CONFORMS TO THE CANICS/2014-1.4 STANDARD
CHILDREN'S PLAY SPACES AND EQUIPMENT

AREA REQUIRED IS BASED UPON SUPPLIED SURVEY INFORMATION
SHOWING LOCATION OF EXISTING EQUIPMENT AND BORDERS.
EXACT LOCATION OF EXISTING EQUIPMENT AND BORDERS TO BE
VERIFIED ON SITE TO ENSURE ADEQUATE SAFETY ZONES, AND TO
VERIFY REQUIRED QUANTITY OF SURFACING MATERIAL.
SOME BORDER DIMENSIONS ARE TO MINIMUM ALLOWANCE

PERIMETER SHOWN REPRESENTS EXTENT OF REQUIRED SAFETY
SURFACING. WIDTH OF BORDER MATERIAL MUST BE ADDED
BEFORE EXCAVATION.

VICTORIA PARK
EXPANSION - OPTION 4
TOWN OF ERIN, ON
BLUE IMP 10

LAYOUT #: A02877D
JOB #: J02955

RECOMMENDED AGES: AS NOTED
PROTECTIVE SURFACING REQUIRED:
AREA: 9698 (sq.ft) PERIMETER: 440 (ft)
DRAWN BY: CM DATE: 26-APR-16

BLUEIMP™
Play Strong.

724 - 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

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



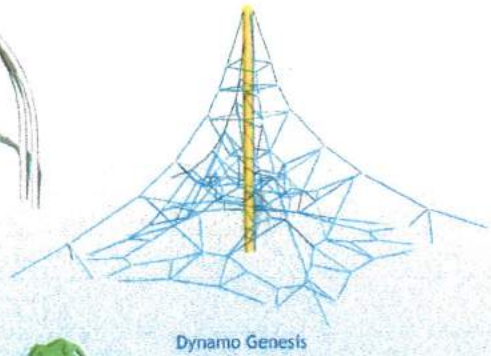
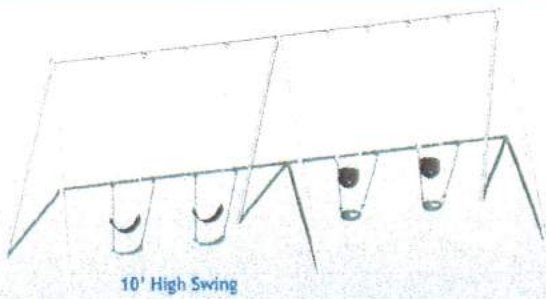
Victoria Park Expansion - Option 3

layout # A02877C-C1

J02955



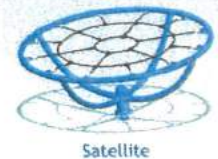
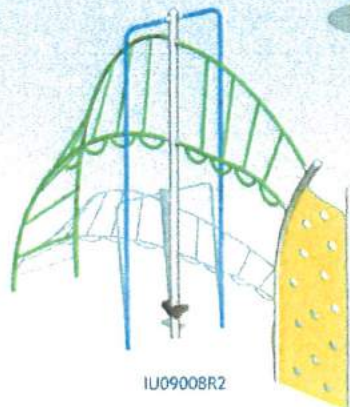
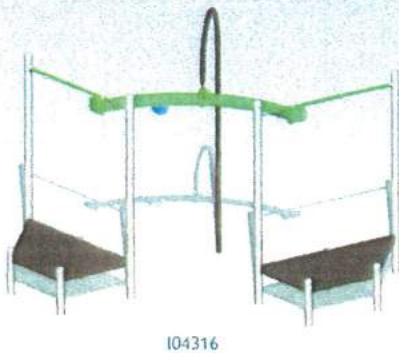
Note: Colours shown may not accurately reflect actual colours.



Victoria Park Expansion - Option 3

layout # A02877C-C1

J02955

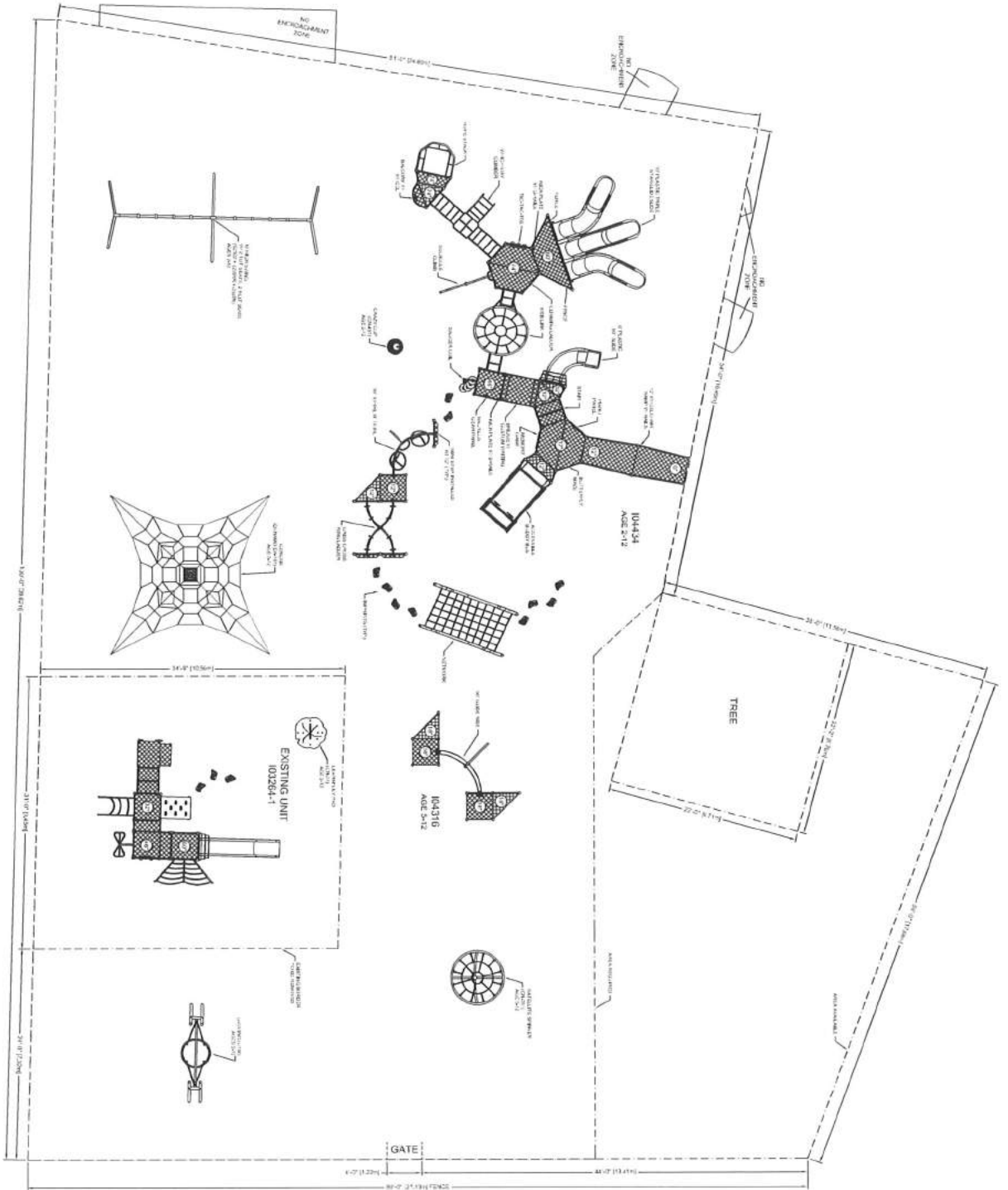


Note: Colours shown may not accurately reflect actual colours.





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



CONFORMS TO THE CAN/CSA-C81-14 STANDARD CHILDREN'S PLAYSPACES AND EQUIPMENT

AREA REQUIRED IS BASED UPON SUPPLIED SURVEY INFORMATION SHOWING LOCATION OF EXISTING EQUIPMENT AND BORDERS. EXACT LOCATION OF EXISTING EQUIPMENT AND BORDERS TO BE VERIFIED ON SITE TO ENSURE ADEQUATE SAFETY ZONES AND TO VERIFY REQUIRED QUANTITY OF SURFACING MATERIAL. SOME BORDER DIMENSIONS ARE TO MINIMUM ALLOWANCE

PERMETER SHOWN REPRESENTS EXTENT OF REQUIRED SAFETY SURFACING. WIDTH OF BORDER MATERIAL MUST BE ADDED BEFORE EXCAVATION.

VICTORIA PARK
EXPANSION - OPTION 3
TOWN OF ERIN, ON
BLUE IMP 10

LAYOUT # A02877C-1
JOB # J029855

RECOMMENDED AGES: AS NOTED
PROTECTIVE SURFACING REQUIRED:
AREA: 8639 (sq.ft) PERIMETER: 398 (ft)
DRAWN BY: CM DATE: 26-APR-16

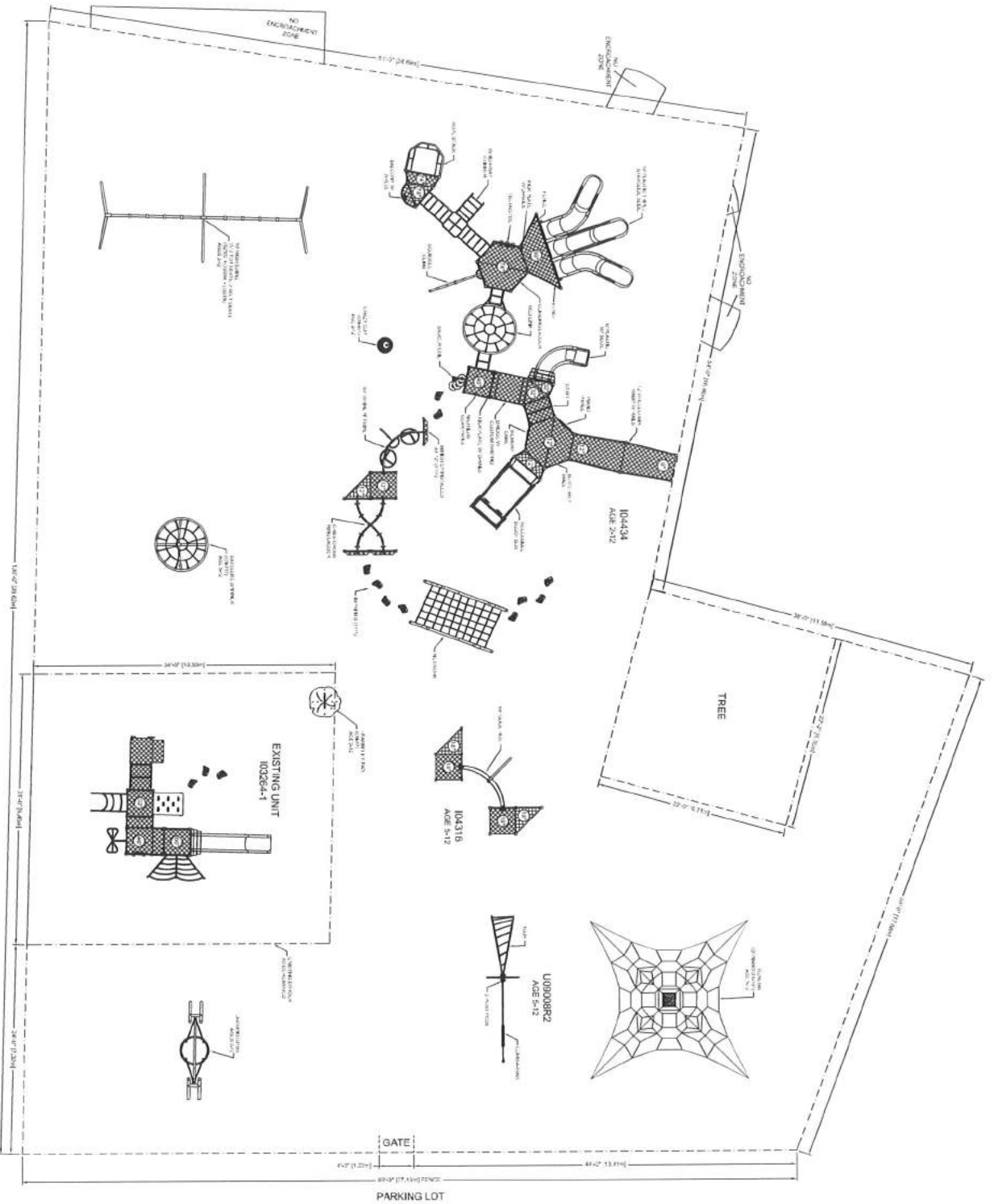
1 PER SITE SURVEY INFORMATION
2 CONSULT WITH THE CONSULTANT



724 - 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



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



CONFORMS TO THE CAN/CSA-2514-14 STANDARD "CHILDREN'S PLAYSPACES AND EQUIPMENT"

AREA REQUIRED IS BASED UPON SUPPLIED SURVEY INFORMATION SHOWING LOCATION OF EXISTING EQUIPMENT AND BORDERS TO BE VERIFIED ON SITE TO ENSURE ADEQUATE SAFETY ZONES, AND TO VERIFY REQUIRED QUANTITY OF SURFACING MATERIAL. SOME BORDER DIMENSIONS ARE TO MINIMUM ALLOWANCE

PERIMETER SHOWN REPRESENTS EXTENT OF REQUIRED SAFETY SURFACING. WIDTH OF BORDER MATERIAL MUST BE ADDED BEFORE EXCAVATION.

VICTORIA PARK
EXPANSION - OPTION 3
TOWN OF ERIN ON
BLUE IMP 10

LAYOUT #: A02877C-1
JOB #: J02955
RECOMMENDED AGES: AS NOTED
PROTECTIVE SURFACING REQUIRED:
AREA: 10745 (sq.ft) PERIMETER: 450 (ft)
DRAWN BY: CM DATE: 26-APR-16

1 FOR THE PERMANENT PERIMETER (CONCRETE AND REINFORCED 2.5" STRUCTURE) EH 26-MAY-16



724 - 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

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

Victoria Park Expansion - Option 2

layout # A02877B-1-C1
J02955

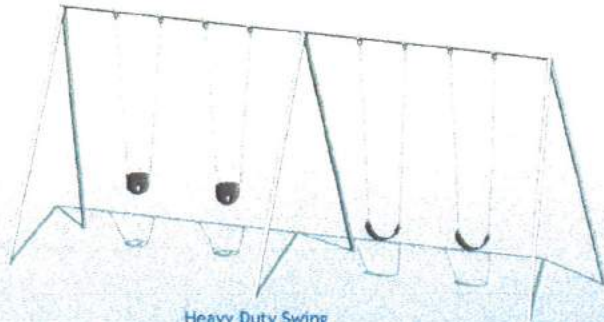
reverse view



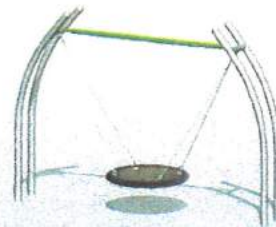
Note: Colours shown may not accurately reflect actual colours.



BLUE IMP
Play Strong



Heavy Duty Swing



U-Swing



Lunar Scooter



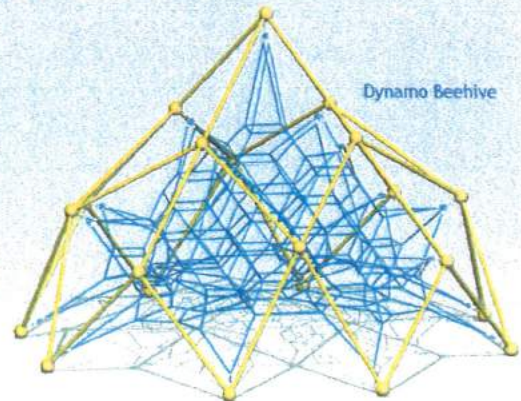
Satellite



Playhouse



Playhouse - reverse



Dynamo Beehive

Note: Colours shown may not accurately reflect actual colours.

Victoria Park Expansion - Option 2

layout # A02877B-1-C1
J02955



BLUE IMP
Play Strong

3

Eddie Roth – Installation Supervisor, PARCS

Location: Ayr, ON

- Co-ordinates and manages on-site preparation and installation
- 10+ years experience

ADDITIONAL INFORMATION

Commitment to Client Satisfaction

As demonstrated by our longevity as a company (almost 100 years in business!), Blue Imp is committed to providing superior customer service both now and in the future. We believe that our reputation is only as good as our last project and we back our products with professional, hands-on support as well as the strongest warranty in the industry.

Experience in Municipal Program Co-ordination

Blue Imp's extensive experience as a manufacturer and distributor of playground systems exhibits the professionalism and care we put into managing and co-ordinating major playground projects for municipalities across Canada. We work closely with our local sales representatives to ensure that we meet the unique needs and challenges of your project.

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

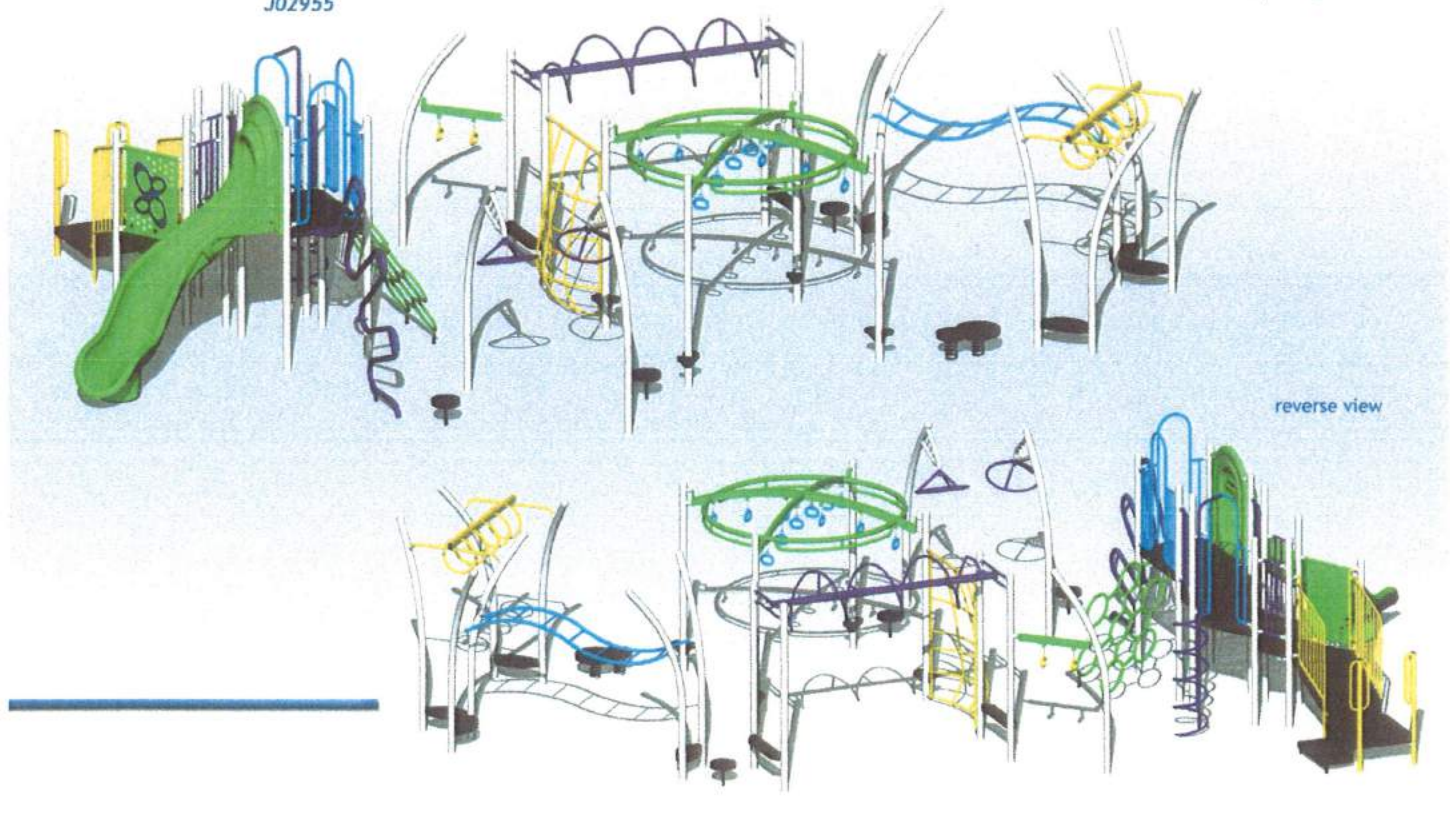
Victoria Park Expansion - Option 1

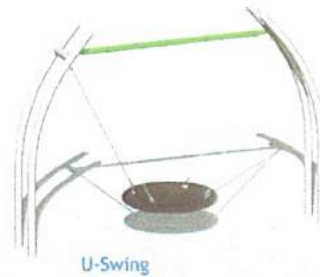
layout # A02877A-2-C1

J02955

Note: Colours shown may not accurately reflect actual colours.

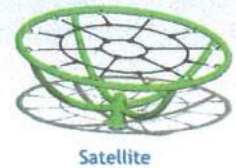
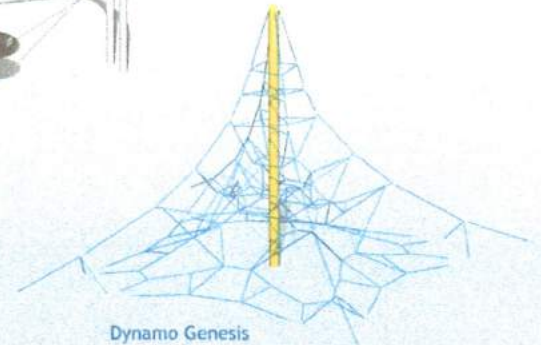
BLUEIMP
Play Strong.





Victoria Park Expansion - Option 1

layout # A02877A-2-C1
J02955



Note: Colours shown may not accurately reflect actual colours.



BLUEIMP
Play Strong

Prices listed are equipment only and do not include taxes



About this age 6m – 12 yr playground:

This fully Accessible, Fun and Versatile playground offers fun for all the kids!

You can feel the excitement the children will have on this playground. With multiple entry and exits everyone will Jump, slide, spin, crawl and climb burning energy with friends.

- Both deckless and vinyl coated steel deck and post design allows for full access to the slide and all ground level components
- Fully accessible slides and climbers, Challenging spiralling overhead that moves with each grab, a good mix of vertical and horizontal scaling

Swings:

10' 2 bay, 2 leg heavy duty swing

- Includes 2 tot bucket seats and 2 slash proof belt seats as well as a bay for the existing accessible seat to be installed.
- U swing: Accessible with up to 6 users, stainless steel swing with hammerlock connectors with rubber bumper

Toddler Structure age 6 month – 3 years:

- Lunar Roof, activity panel, house window, 4" steps, Tot Crawl tube 32", shapes and animals panel, bubble panel, D rails for easy grab, crawl and climb, theatre panel for imaginative play

724 14th Street SW, Medicine Hat, AB, Canada T1A 4V7
blueimp.com • 1.800.661.1462



NO. 3010459

QUOTE



McKinnon TIM-BR Mart
 (A Division of Kenneth L. McKinnon Limited)
 1 Trafalgar Road, P.O. Box 3
 Hillsburgh, Ontario N0B 1Z0
 Phone: (519) 855-4709 or 1-800-349-0997
 06/01/16 12:25 001
 Fax: (519) 855-4311

GST # R102808672

TOWN OF ERIN	SHIP PLAYGROUND LUMBER	S-	1
GENERAL ACCOUNT	TO: VICTORIA PARK	P-	152
RR#2		A-	1
HILLSBURGH, ONTARIO N0B 1Z0		W-	1
		C-	1
		P-	1

CUST#: 4590.0000 DEL DATE:06/01/16 TERMS: NET 10TH FROM: Q 3010459
 519-855-4407

L#	QTY	DESCRIPTION	ITEM #	UNITS	PRICE	AMOUNT
1	1500	6 X 6 - RL' BROWN PR TREATED	021606000	4500	1060.00MBF -10.00%	4293.00



SUBTOTAL	4293.00
D H.S.T.	558.09
TOTAL	4851.09

THIS QUOTATION IS VALID FOR ____ DAYS.

THANK YOU FOR THE OPPORTUNITY OF SUBMITTING THIS QUOTATION.

TERMS OF SALE:

1. GOODS RETURNED ARE SUBJECT TO A MINIMUM HANDLING CHARGE OF 10%
2. NET 15TH OF MONTH FOLLOWING SALE. 2% INTEREST PER MONTH (24% PER ANNUM) MAY BE CHARGED ON ALL OVERDUE ACCOUNTS
3. SALES SLIPS MUST ACCOMPANY ALL GOODS RETURNED FOR CREDIT OR CASH REFUND.
4. ALL CLERICAL ERRORS ARE SUBJECT TO CORRECTION

RECEIVED BY



Staff Report

Report #: 2016-Rec-009

Date: May-10-16

Submitted By: **Graham Smith RRFA/CIT Supervisor of Parks and Recreation**

Subject: Accessibility Renovations HCC

Recommendations:

Be it resolved that Council accept the Riley Manufacturing quote of \$6,500 + HST to renovate Dressing Room with new benches in Dressing Room 1 and 2 that offer Accessible benches in both dressing rooms.

And that Council approve the accessible removable flooring from Dressing Room #2 to the ice surface at a cost of \$3,000 + HST for a total project cost of \$9,500 + HST to be funded from the County of Wellington grant for accessibility renovations.

Background:

During 2016 capital budget approval Council approved accessibility renovations for potential sledge hockey use at the Hillsburgh Community Centre. Part of the approval process of this project was to include applying for accessible grant funding from the County of Wellington.

The project will span over 2 years until fully completed. The last part of the funding will be for accessible flooring in both Dressing room #1 and #2

3 companies were invited to meet at the Hillsburgh Community Centre to discuss the project needs provide pricing for the entire project but costs to be split up between benches and flooring.

We received proposals from Athletica, The Welmar Group, and Riley Manufacturing

- 1) Athletica – Benches \$9,200 + HST - Flooring & pathways \$19,000 + HST
- 2) The Welmar Group – Benches \$8,923 + HST – Flooring & pathways \$11,215 + HST

- 3) Riley Manufacturing – Benches \$6,500 + HST – Flooring & pathways \$12,300 + HST –
Note: \$3,000 for the flooring from budget is for access from Dressing room 2 to the ice surface.

Staff recommended that the renovations of the 2 dressing room benches & flooring to the ice surface from dressing room #2 are the first priority. This will leave the accessible flooring inside the dressing rooms and access to the ice surface from dressing room #1 for the 2017 Capital Budget process.

Financial Impact:

The total cost for the Capital project is \$9,500 plus HST. Town financial town staff will apply for the accessible grant from the County of Wellington as part of this project.

The 2016 budgeted approval amount was \$11,200 and the renovation's fall within budgeted guidelines.

Consultation:

Discussion with the 3 suppliers and their thoughts, plans and ideas of the dressing room accessible needs project allow us to make an informed decision of what our priorities and needs are for this project.

Communications Plan:

All bidders will be thanked by email for their quotations

It is recommended that staff post on the Town website that the Hillsburgh Community Centre has completed stage 2 of 3 for sledge hockey accessibility project and step 3 to be completed in 2017

Conclusion:

Council accept the Riley Manufacturing quote in the amount of \$9,500 + HST for accessible renovations to Dressing Room 1 and 2 including a pathway from dressing room #1 to the ice surface at the Hillsburgh Community Centre

Appendices:

Riley Manufacturing Quotation dated May 26th 2016



DESIGNED FOR SAFETY. BUILT TO LAST

June 1, 2016

QUOTATION

Town of Erin
5684 Trafalgar Rd
Hillsburgh, ON N0B 1Z0

Facility: Hillsburgh C.C.

Phone: 519-833-2114 ext 21

Dear Graham,

Below is a quote for the accessibility work in the dressing rooms at the Hillsburgh Community Centre.

Summary of scope of work by Riley Manufacturing will include:

Sledge Hockey Accessible Interlocking Skate Tile:

- To supply and install skate tile from the access gate in the rink to dressing room 2.
- Path to be approx. 27' long. (note: due to the angles required and the nature of the interlocking tile, the path may not appear to be uniform. We will do our best to maintain the minimum width and aesthetic appearance)
- To supply and install approx. 176 sq/ft of tile in dressing room 1 and approx. 200 sq/ft of tile in dressing room 2.
- Skate tile is 3/8" thick white interlocking tiles which will be loose laid on top of existing rubber so it can be easily removed and reinstalled.

To supply and install **\$ 9,800.00 CAD**

Additional Sledge Hockey Accessible Interlocking Skate Tile:

- To supply and install additional skate tile down hall way from dressing room 1 to access gate in rink.

To supply and install **\$ 2,500.00 CAD**

Sledge Hockey Accessible Interlocking Skate Tile Pathway:

- To supply and install skate tile from dressing room 2 to access gate in rink only.

To supply and install **\$ 3,000.00 CAD**

Dressing Room Benches:

- To replace existing benches in dressing room 1 and dressing room 2.

460 Industrial Ave * Unit 5 * Woodstock, ON N4S 7L1
Toll Free: 1-800.265.3588 * Phone: 519-539-4830 * Fax: 519-539-5006 * Email: sean@rileymfg.com

www.rileymfg.com

Dressing Room # 1

- To supply and install approx.:
- 9'-10" of portable accessible bench along west wall (cannot anchor into wall).
- 5'-10" of standard bench along west wall.
- 13'-8" of standard bench along east wall.
- 6'-8" of removable bench along east wall in front of doors that expands into larger dressing room. (note: bench post sockets to be core drilled and grouted in place for easy removal of benches)

Dressing Room # 2

- To supply and install approx.:
- 19'-2" of accessible bench along north wall.
- 13'-8" of standard bench along south wall.
- 5'-1" of standard bench along west wall.
- 5'-8" of portable accessible bench on west wall in front of doors that expands into larger dressing room

To supply and install

\$ 6,500.00 CAD

Prices firm for 30 days

Payment Terms: All payment terms based on Credit Approval (O.A.C)

Sincerely,

Sean Riley

**Sean Riley
President
Riley Manufacturing**

Agreed to and Accepted:

Sign Name

Print Name



Staff Report

Report #: Rec-2016-013

Date: June-1-16

Submitted By: **Graham Smith RRFA/CIT Manager of Parks and Recreation**

Subject: Erin Lions Park Capital upgrades

Recommendations:

Be it resolved that Council receive this report as information and an update for the playground upgrades at Lions Park in Erin.

Background:

During the summer of 2015 there were a few pieces of equipment at Lions Park in Erin that were removed for safety reasons. Recreation staff working with the Erin Lions Club was able to purchase together 2 new pieces of equipment to replace the equipment removed.

The CAO and recreation manger also applied for and received a grant from OTS (Ontario Tire Stewardship) for rubber mulch for this project. The grant will assist with costs for the mulch, delivery costs and installation costs.

During 5 year and 10 year Capital budget discussions it was discussed that we set \$10,000 annually aside to assist with much needed upgrades to our community parks and playgrounds.

The 2016 has \$10,000 set aside for these upgrades.

The purchase and installation of this play equipment includes a partnership with the Erin Lions Club and they have offered to pay for ½ the installation fees and the wood border around the new equipment. I would like to thank the Erin Lions club for their continued support of the Town of Erin and the recreation department.

As part of the \$10,000 budget the recreation department will pay for site preparation, ½ the installation fees and the rubber mulch play surface. OTS will provide a grant for the rubber mulch being used.

Special thanks from the Recreation Department to Halton Crushed Stone for donating us the gravel required for prepping the site.

Also a big thanks to the Roads department for storing the play equipment all winter, picking up and delivering the gravel and delivering the play equipment for this project

Financial Impact:

Cost to prep the site \$2550 + HST

Cost to install the equipment to CSA standards \$4500 + HST

Cost for Rubber Mulch and Delivery \$5,040 + HST - OTS Grant to be determined once project is completed

Installation of Rubber mulch will be completed by recreation staff

Play Equipment was a shared purchase is 2015

Erin Lions Club commitment \$2250 plus cost of wood border

Consultation:

Initial discussions with the Erin Lions club started this project in motion. We inquired about equipment that would be a little more modern and also discussed a need to replace the slide that was removed.

Discussions with the OTS, Roads department and Recreation staff helped us make an informed decision as to how to complete this project that was initiated in the fall of 2015

Communications Plan:

We will post a sign for the OTS for their contribution and also send a letter of thanks to the Erin Lions Club for their financial support and Halton Crushed Stone for their donation

Conclusion:

Council receive this report as information and an update for the playground upgrades at Lions Park in Erin

Appendices:

None



Staff Report

Report #: Rec-2016-012

Date: May-31-16

Submitted By: **Graham Smith RRFA/CIT Supervisor of Parks and Recreation**

Subject: Heritage Park Structure Project

Recommendations:

Be it resolved that Council consider allocating up to \$15,000 plus HST in funding from the cash in lieu parkland reserve to assist in rebuilding the gazebo at Heritage Park in Hillsburgh including repairs and upgrades to lighting and stage at the rear of the park.

And that Council directs staff to partner with the Hillsburgh Lions Club to have this structure built by community volunteers.

Background:

In the spring of 2016 Town staff met with the Hillsburgh Lions Club and the Let's Get Hillsburgh Growing Committee at Heritage park in Hillsburgh. The meeting was to address the structure in the center of the park. The structure was deemed unsafe and a plan was put in place to close the park and have the structure removed.

Heritage Park has since been reopened for public use however there is no structure and no hydro in the park for lighting or community events. With no working light fixtures, vandalism and safety of users at night are a concern as well.

The Hillsburgh Lions Club approached Council on May24th and asked Council to consider erecting a new structure in the park. Council asked if Town Staff could work out a price and proposal for this new structure.

After meeting with the Hillsburgh Lions club and the Town building department staff a plan was put in place to ask a local company to draw up plans and pricing for this project. The Hillsburgh Lions expressed interest in building the structure if the Town could supply the material. There will be cost unknown which will need funding as well that should be considered – electrical re-hook up and upgrades as required, repairs to existing stage, rental tools and possible hiring a licensed carpenter to assist as required.

The plans are still waiting to be approved and the once permission is received from Council a building permit will be applied for and the project can be completed for Community events in the before the end of the summer 2016.

Financial Impact:

The cost of the material is \$9434.98 plus HST

The cost of the electrical is estimated at \$1,500 plus HST

Addition costs as required \$4,000 plus HST

Consultation:

This is a community partnership project between the Town, Recreation Department, Roads Department, local contractors & businesses and the Hillsburgh Lions Club. It is with the efforts, meetings and cost reductions offered that this project can happen.

Working together and building these partnerships helps strengthen our Community.

Communications Plan:

Once approvals are in place the Recreation staff and Hillsburgh will put a work plan together so this project can be completed and offer our local community members a nice park for relaxing and events.

Conclusion:

Council consider allocating up to \$15,000 plus HYST in funding from the cash in lieu parkland reserve to assist in rebuilding the gazebo at Heritage Park in Hillsburgh including repairs and upgrades to lighting and stage at the rear of the park.

Also that Council allow staff to partner with the Hillsburgh Lions Club to have this structure built by community volunteers.

Appendices:

McKinnon Tim-BR mart quote and Gazebo drawings



QUOTE



McKinnon TIM-BR Mart
 (A Division of Kenneth L. McKinnon Limited)
 1 Trafalgar Road, PO Box 3
 Hillsburgh, Ontario NOB 1Z0
 Phone: (519) 855-4700 or 1-800-349-1997
 05/31/16 12:07
 Fax: (519) 855-4511

CS # R10280679

TOWN OF ERIN	SHIP 24' X 24' GAZEBO	S-	1
GENERAL ACCOUNT	TO:	P-	62
RR#2		A-	1
HILLSBURGH, ONTARIO NOB 1Z0		W-	1
		C-	1
		P-	1

CUST#: 4590.0000 DEL DATE:05/28/16 TERMS: NET 10TH FROM: Q 3010476
 519-855-4407

L#	QTY	DESCRIPTION	ITEM #	UNITS	PRICE	AMOUNT
1	12	BIGFOOT,BF24 8/10" W/24" BASE	65810030A	12		
2	12	SONO TUBE, 10" - 4'	65801004A	12		
3	60	CEMENT, SAKRETE CONCRETE MIX 66	60500000A	60		
4	12	8 X 8 X 10 BROWN TREATED	02000143A	12		
5	16	2 X 10 - 12' BROWN PR TREATED	02121012A	16		
6	32	CARRIAGE BOLT 1/2" X 10"	95125110A	32		
7	32	NUTS, 1/2"	95165000A	32		
8	32	WASHERS, 1/2" BOLT SIZE	95175000A	32		
9	4	2 X 10 - 08' BROWN PR TREATED	02121008A	4		
10	16	CARRIAGE BOLT 1/2" X 10"	95125110A	16		
11	16	NUTS, 1/2"	95165000A	16		
12	16	WASHERS, 1/2" BOLT SIZE	95175000A	16		
13	1	TRUSSES, 24' X 24' GAZEBO	989100000	1		
14	8	2 X 6 - 12' SPRUCE KD	01020612A	8		
15	36	PLYWOOD, 1/2" 4 X 8 STD SPRUCE	11014800A	36		
16	12	2 X 6 - 16' SPRUCE KD	01020616A	12		
17	2	PLYWOOD, 1/2" 4 X 8 STD SPRUCE	11014800A	2		
18	8	EAVESTARTER, #900 10' GALVANIZED	53439900A	8		
19	2	SHIELD, GRIPGUARD 65' ICE&WATER	52009330A	2		
20	2	SHINGLE, DAKOTA 25 2 TONE BLACK	52002415A	2		

CONTINUED TO NEXT PAGE

TERMS OF SALE

- 1 GOODS RETURNED ARE SUBJECT TO A MINIMUM HANDLING CHARGE OF 10%
- 2 NET 15TH OF MONTH FOLLOWING SALE. 2% INTEREST PER MONTH (24% PER ANNUM) MAY BE CHARGED ON ALL OVERDUE ACCOUNTS
- 3 SALES SLIPS MUST ACCOMPANY ALL GOODS RETURNED FOR CREDIT OR CASH REFUND
- 4 ALL CLERICAL ERRORS ARE SUBJECT TO CORRECTION

RECEIVED BY



NO. 3010476

QUOTE



McKinnon TIM-BR Mart

(A Division of Kenneth L. McKinnon Limited)

1 Trafalgar Road, PO Box 3

Hillsburgh, Ontario NOB 1Z0

Phone: (519) 855-4700 ext. 800 349-0997
05/31/16 12:07 002
Fax: (519) 855-4311

CS: # R10980R67P

TOWN OF ERIN	SHIP 24' X 24' GAZEBO	S-	1
GENERAL ACCOUNT	TO:	P-	62
RR#2		A-	1
HILLSBURGH, ONTARIO	NOB 1Z0	W-	1
		C-	1
		P-	1

CUST#: 4590.0000 DEL DATE:05/28/16 TERMS: NET 10TH FROM: Q 3010476
519-855-4407

L#	QTY	DESCRIPTION	ITEM #	UNITS	PRICE	AMOUNT
21	36	SHINGLE,GAF TL CHARCOAL 32SF	52200140A	36		
22	4	SHINGLE,GAF TL CHARCOAL RIDGE	52200340A	4		
23	200	1 X 8 - RL' CAPE COD TRIM BOARD	09230350A	200		
24	1500	1 X 4 - RL' CAPE COD V JOINT	09230010A	1500		



SUBTOTAL	9434.98
H.S.T.	1226.55
TOTAL	10661.53

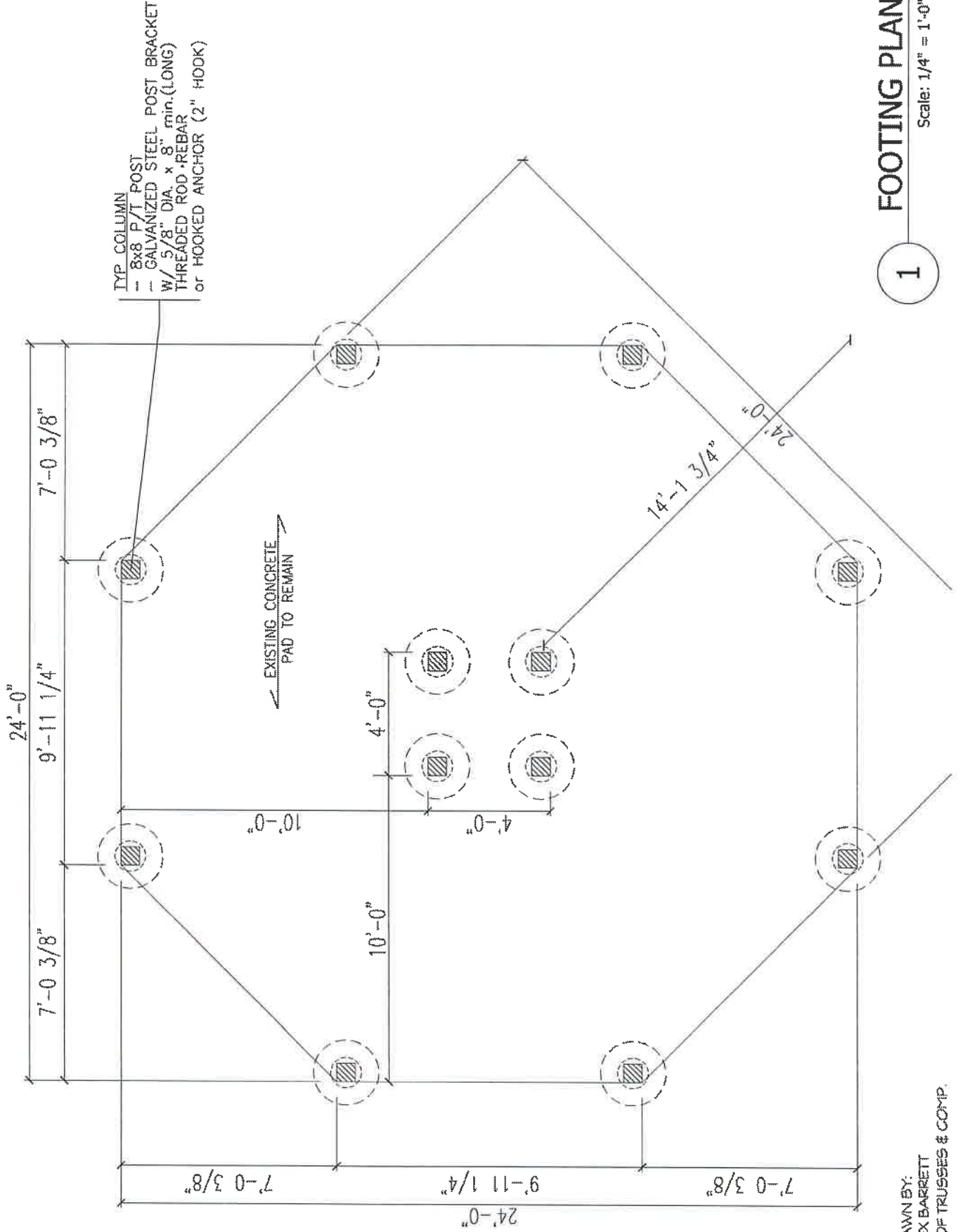
THIS QUOTATION IS VALID FOR _____ DAYS.

THANK YOU FOR THE OPPORTUNITY OF SUBMITTING THIS QUOTATION.

TERMS OF SALE:

1. GOODS RETURNED ARE SUBJECT TO A MINIMUM HANDLING CHARGE OF 10%
2. NET 15TH OF MONTH FOLLOWING SALE. 2% INTEREST PER MONTH (24% PER ANNUM) MAY BE CHARGED ON ALL OVERDUE ACCOUNTS
3. SALES SLIPS MUST ACCOMPANY ALL GOODS RETURNED FOR CREDIT OR CASH REFUND
4. ALL CLERICAL ERRORS ARE SUBJECT TO CORRECTION

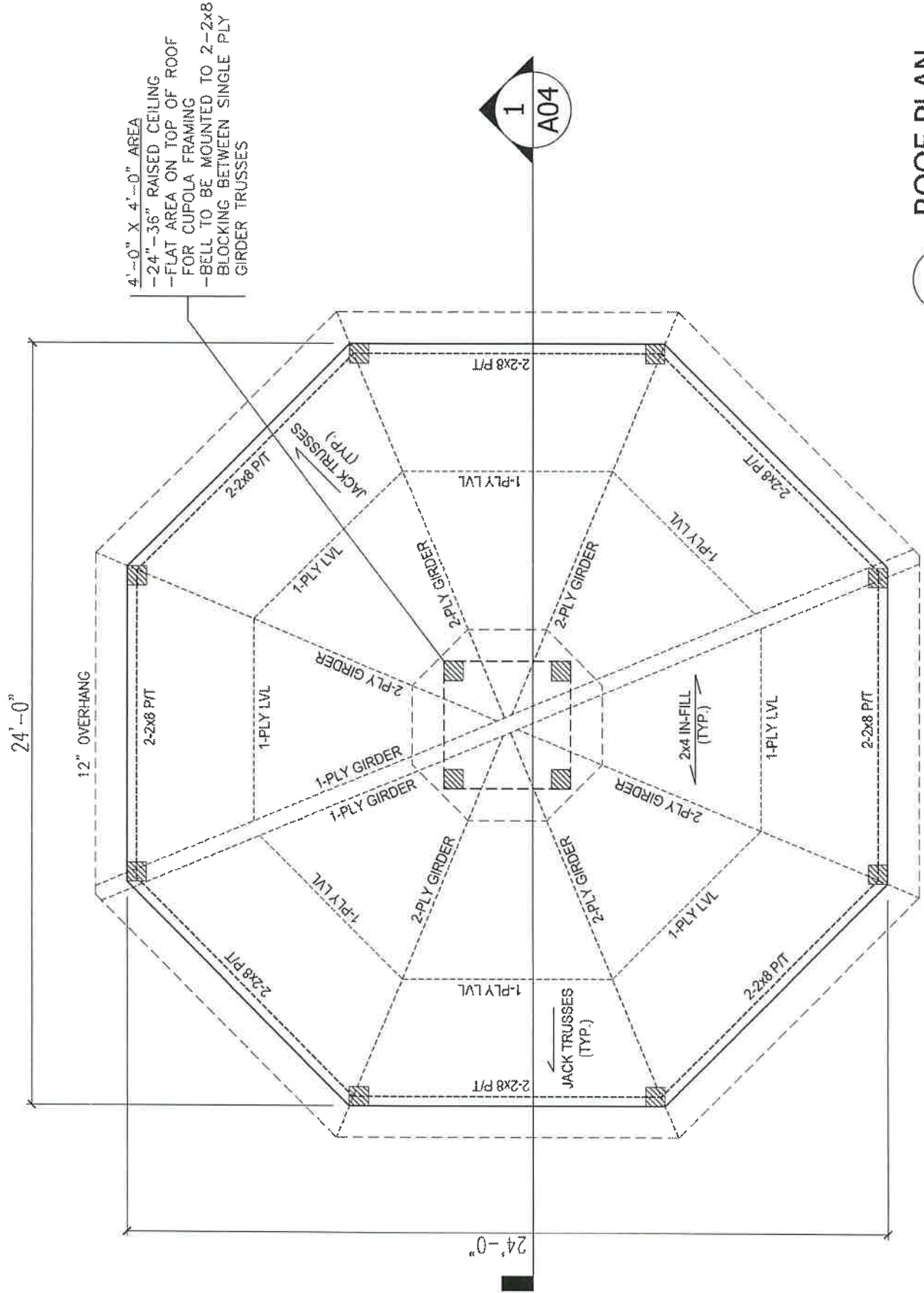
RECEIVED BY _____



1 FOOTING PLAN

Scale: 1/4" = 1'-0"

DRAWN BY:
 ALEX BARRETT
 ROOF TRUSSES & COMP.

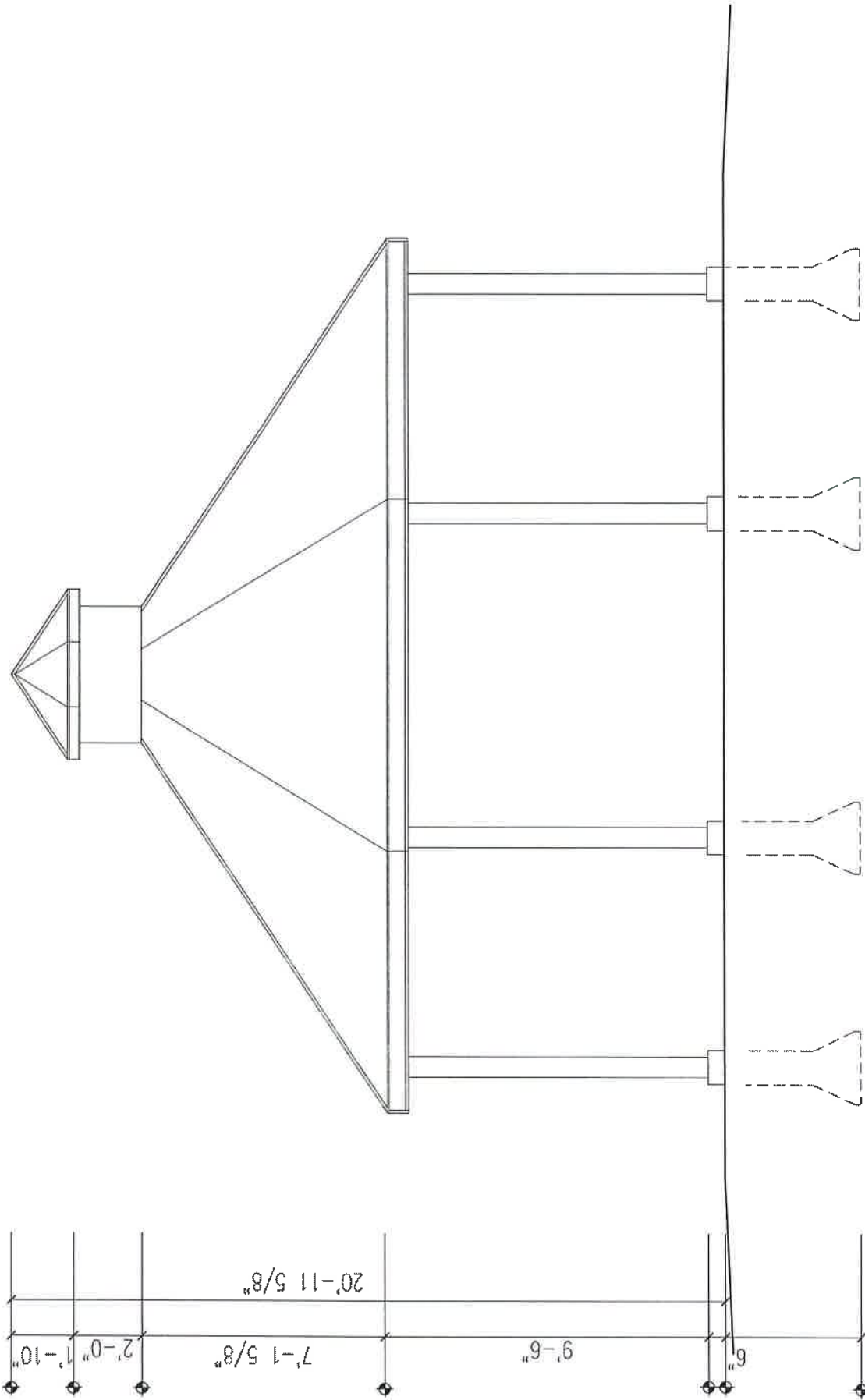


4'-0" X 4'-0" AREA
 -24"-36" RAISED CEILING
 -FLAT AREA ON TOP OF ROOF FOR CUPOLA FRAMING
 -BELL TO BE MOUNTED TO 2-2x8 GIRDER TRUSSES

2 ROOF PLAN

Scale: 1/4" = 1'-0"

DRAWN BY:
 ALEX BARRETT
 ROOF TRUSSES & COMP.

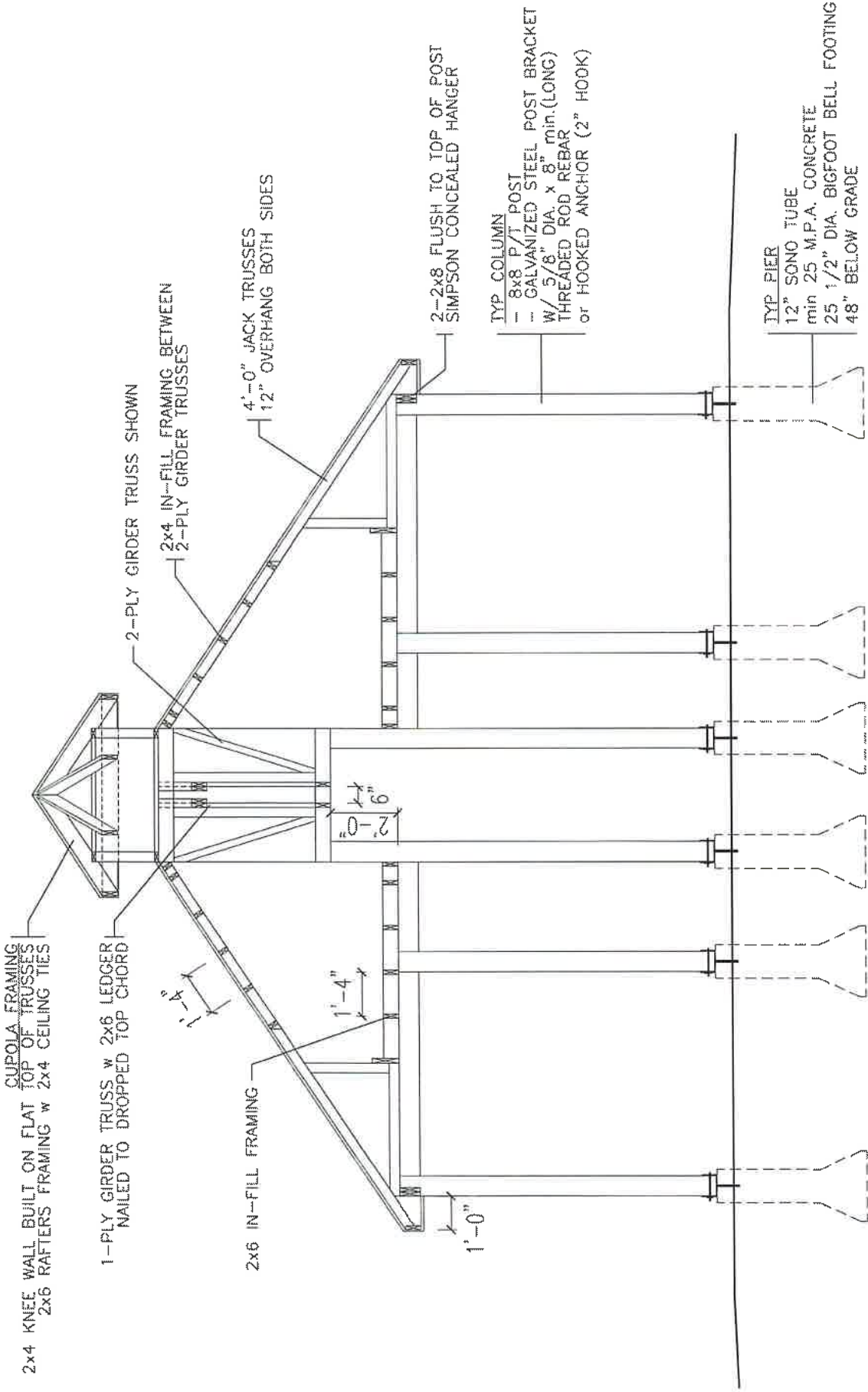


ELEVATION

3

Scale: 1/4" = 1'-0"

DRAWN BY:
ALEX BARRETT
ROOF TRUSSES & COMP.



2x4 KNEE WALL BUILT ON FLAT TOP OF TRUSSES
2x4 RAFTERS FRAMING w 2x4 CEILING TIES

CUPOLA FRAMING

1-PLY GIRDER TRUSS w 2x6 LEDGER
NAILED TO DROPPED TOP CHORD

2x4 IN-FILL FRAMING BETWEEN
2-PLY GIRDER TRUSSES

2-PLY GIRDER TRUSS SHOWN

4'-0" JACK TRUSSES
12" OVERHANG BOTH SIDES

2x6 IN-FILL FRAMING

2-2x8 FLUSH TO TOP OF POST
SIMPSON CONCEALED HANGER

TYP COLUMN
- 8x8 P/T POST
- GALVANIZED STEEL POST BRACKET
W/ 5/8" DIA. x 8" min. (LONG)
THREADED ROD REBAR
or HOOKED ANCHOR (2" HOOK)

TYP PIER
12" SONO TUBE
min 25 M.P.A. CONCRETE
25 1/2" DIA. BIGFOOT BELL FOOTING
48" BELOW GRADE

4 SECTION
Scale: 1/4" = 1'-0"

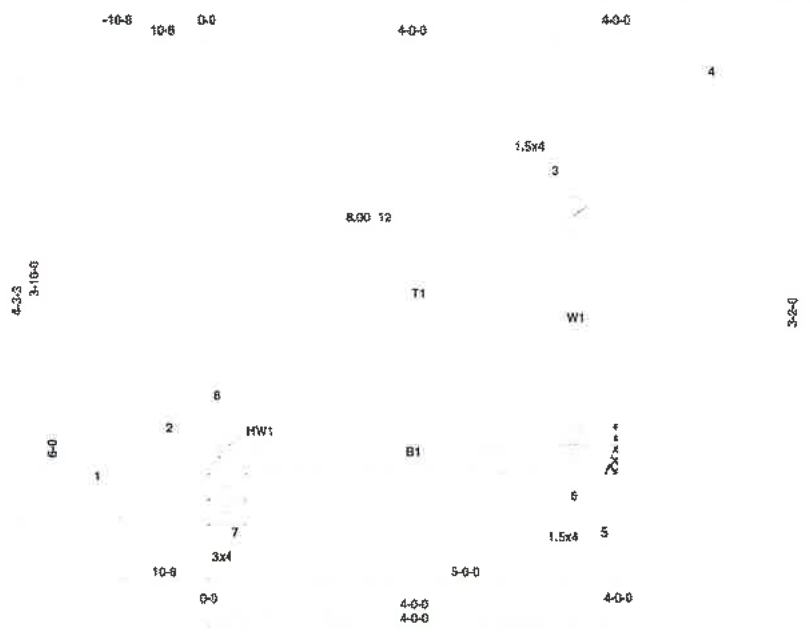
DRAWN BY:
ALEX BARRETT
ROOF TRUSSES & COMP.

JOB NAME TRUSS NAME QUANTITY PLY JOB DESC. DRWG NO.

GAZEBO JT 32 1 TRUSS DESC.

Real Trusses & Components Ltd., Rockwood, Ont., NOB 2KO, Alex Barrett

Version 7.640 S Oct 7 2015 M:Tek Industries, Inc. Tue May 31 07:44:54 2016 Page 1
 ID:UhA8ib58bvyyXwP1eFfjoTzBH1s-503zdyLmoKsp9tcXBb00B6hN9anNkforCCm MFzB3D7



Scale = 1:20.5

TOTAL WEIGHT = 32 X 15 = 480 lb [M]

LUMBER

N. L. G. A. RULES

CHORDS	SIZE	DRY	LUMBER
1 - 4	2x4	DRY	No.2
6 - 3	2x3	DRY	No.2
2 - 5	2x4	DRY	No.2

DRY: SEASONED LUMBER.

DIMENSIONS, SUPPORTS AND LOADINGS SPECIFIED BY FABRICATOR TO BE VERIFIED BY BUILDING DESIGNER

JT	FACTORED GROSS REACTION		MAXIMUM FACTORED GROSS REACTION		INPUT BRG IN-SX	RECORD BRG IN-SX	HEEL WEDGE
	VERT	HORZ	DOWN	HORZ			
2	376	0	376	0	4-8	1-8	2x3L
5	369	0	369	0	HANGER BY OTHERS (MIN. SEAT SIZE: 1-8)		

DESIGN CRITERIA

SPECIFIED LOADS:
 TOP CH. LL = 34.8 PSF
 DL = 3.0 PSF
 BOT CH. LL = 0.0 PSF
 DL = 7.0 PSF
 TOTAL LOAD = 44.8 PSF

SPACING = 24.0 IN. C/C

THIS TRUSS IS DESIGNED FOR RESIDENTIAL OR SMALL BUILDING REQUIREMENTS OF PART 9, NBC 2010

THIS DESIGN COMPLIES WITH:
 - PART 9 OF OBC 2012, BCBC 2012, ABC 2014
 - CSA (886-09)
 - TPIC 2011

(55% OF 48.1 P.S.F. G.S.L. PLUS 6.4 P.S.F. RAIN LOAD) EQUALS 34.8 P.S.F. SPECIFIED ROOF LIVE LOAD

ALLOWABLE DEFL.(LL) = 1/360 (0.16")
 CALCULATED VERT. DEFL.(LL) = 1/893 (0.03")
 ALLOWABLE DEFL.(TL) = L/360 (0.16")
 CALCULATED VERT. DEFL.(TL) = 1/985 (0.05")

CSI: TC=0.21 (3-8:1), BC=0.17 (6-7:1), WB=0.00 (7-6:1), SS=0.28 (5-6:1)

DOL LUMBER=1.00 NAIL=1.00 L/S BEND=1.10
 COMP=1.10 SHEAR=1.10 TENS=1.10

COMPANION LIVE LOAD FACTOR = 0.50

TRUSS PLATE MANUFACTURER IS NOT RESPONSIBLE FOR QUALITY CONTROL IN THE TRUSS MANUFACTURING PLANT.

NAIL VALUES

PLATE	GRIP(DRY)	SHEAR (PSI)	SECTION (PLI)
MT20	618	354	1667 822 2284 1658

PLATE PLACEMENT TOL = 0.250 inches

PLATE ROTATION TOL = 5.0 Deg.

JSI GRIP = 0.53 (2) (INPUT = 0.90)
 JSI METAL = 6.11 (3) (INPUT = 1.00)

PLATES (table is in inches)

JT	TYPE	PLATES	W	LEN	Y	X
2	TMWH14	MT28	3.0	4.0	1.50	1.25
3	TMV4p	MT20	1.5	4.0		
6	BMV4p	MT28	1.5	4.0		

UNFACTORED REACTIONS

JT	1ST LCASE	MAX. MIN. COMPONENT REACTIONS					
		COMBINED	SNOW	LIVE	PERM.LIVE	WIND	DEAD
2	258	212 / 0	0 / 0	0 / 0	0 / 0	46 / 0	0 / 0
5	254	208 / 0	0 / 0	0 / 0	0 / 0	46 / 0	0 / 0

BEARING MATERIAL TO BE SPF NO.2 OR BETTER AT JOINT(S) 2

BRACING

TOP CHORD TO BE SHEATHED OR MAX. PURLIN SPACING = 6.25 FT.
 MAX. UNBRACED BOTTOM CHORD LENGTH = 10.00 FT. OR RIGID CEILING DIRECTLY APPLIED.

ALL PITCH BREAKS AND PERIMETER CORNER JOINTS MUST BE LATERALLY RESTRAINED.

LOADING

TOTAL LOAD CASES: (4)

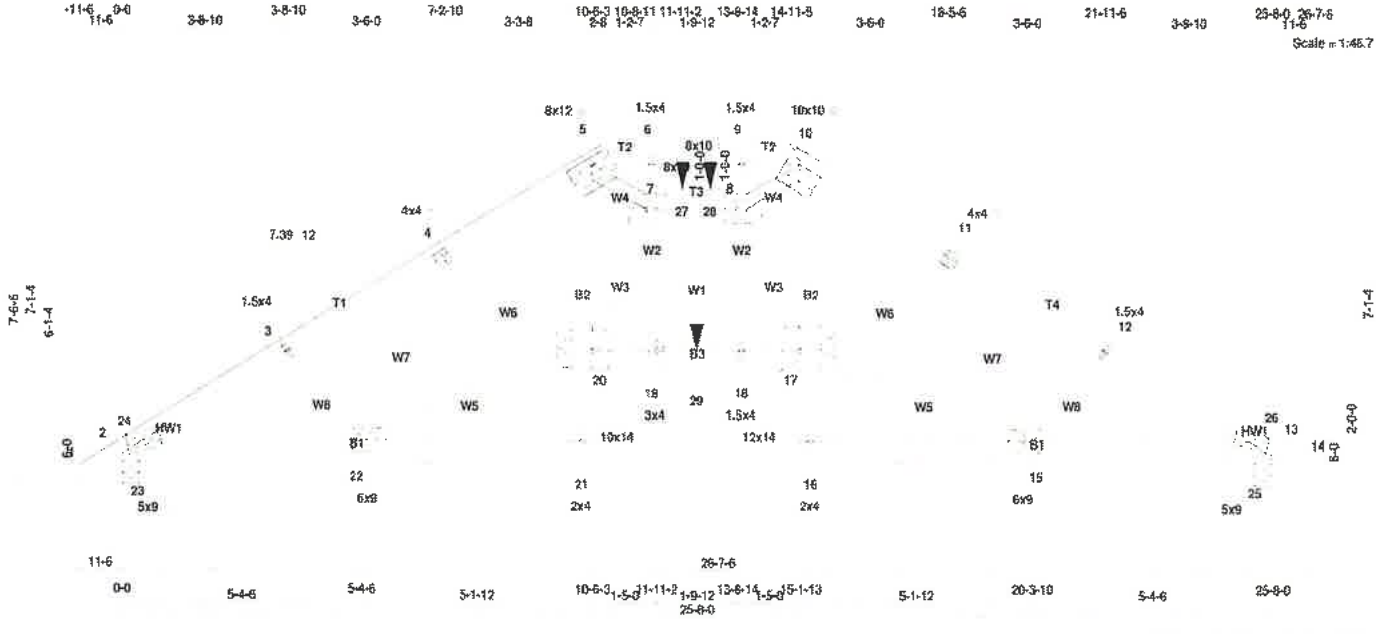
MEMB.	CHORDS		WEBS			
	MAX. FACTORED FORCE (LBS)	FACTORED VERT. LOAD (PL)	LC1 MAX	LC2 MAX	UNBRAC LENGTH	FR-TO
1-2	0 / 23	-111.8	-111.8	0.07 (1)	10.00	7-8
2-8	-33 / 0	-111.8	-111.8	0.04 (4)	6.25	
8-3	0 / 3	-111.8	-111.8	0.21 (1)	10.00	
3-4	-43 / 0	-111.8	-111.8	0.14 (1)	6.25	
6-3	-339 / 0	0.0	0.0	0.07 (1)	7.81	
2-7	0 / 0	-17.5	-17.5	0.13 (1)	10.00	
7-6	0 / 0	-17.5	-17.5	0.17 (1)	10.00	
6-5	0 / 0	-17.5	-17.5	0.15 (1)	10.00	

JOB NAME TRUSS NAME QUANTITY PLY JOB DESC. DRWG NO.

GAZEBO T1 2 1 TRUSS DESC.

Roof Trusses & Components Ltd., Rockwood, Ont., NQB 2K0, Alex Barrell

Version 7.640 S Oct 7 2015 Mitek Industries, Inc. Tue May 31 07:44:55 2016 Page 1 ID:UHAbib58bvyXwPteFfj0T2BH1s-ZCdLrIM0Zd_gnpBijlXFkkDR7Gy2guyzRsWXuizB3D6



Scale = 1:45.7

TOTAL WEIGHT = 2 X 155 = 318 lb [M]

Table with columns: LUMBER, N. L. G. A. RULES, CHORDS, SIZE, LUMBER, DESCR., QUANTITY, PLY. Lists lumber specifications for various truss members.

DIMENSIONS, SUPPORTS AND LOADINGS SPECIFIED BY FABRICATOR TO BE VERIFIED BY BUILDING DESIGNER

Table with columns: BEARINGS, FACTORED, MAXIMUM FACTORED, INPUT, REORD. Lists bearing and reaction data.

ALLOW FOR 0.3" OF HORIZONTAL MOVEMENT DUE TO TOTAL LOAD.

Table with columns: UNFACTORED REACTIONS, 1ST LCASE, MAX./MIN. COMPONENT REACTIONS. Lists unfactored reaction data.

BEARING MATERIAL TO BE SPF NO.2 OR BETTER AT JOINT(S) 2, 13

BRACING TOP CHORD TO BE SHEATHED OR MAX. PURLIN SPACING = 2.39 FT. MAX. UNBRACED BOTTOM CHORD LENGTH = 10.00 FT. OR RIGID CEILING DIRECTLY APPLIED.

ALL PITCH BREAKS AND PERIMETER CORNER JOINTS MUST BE LATERALLY RESTRAINED.

LOADING TOTAL LOAD CASES: (4)

Table with columns: CHORDS, WEBS, MAX. FACTORED, FORGE, VERT. LOAD LGT, MAX, UNBRAC, MEMB., FORGE, MAX. Lists detailed loading and reaction data for all members.

DESIGN CRITERIA

*** SPECIAL LOADS ANALYSIS *** GEOMETRY AND/OR BASIC LOADS CHANGED BY USER. LOADS WERE DERIVED FROM USER INPUT NO FURTHER MODIFICATIONS WERE MADE. SPECIFIED LOADS: TOP CH. LL = 34.8 PSF, DL = 3.0 PSF, BOT CH. LL = 0.0 PSF, DL = 7.0 PSF, TOTAL LOAD = 44.8 PSF. SPACING = 24.0 IN. C/C. LOADING IN ALL FLAT SECTIONS BASED ON A SLOPE OF 6/10/12. *** NON STANDARD GIRDER *** ADD'L USER-DEFINED LOADS APPLIED TO ALL LOAD CASES. THIS TRUSS IS DESIGNED FOR RESIDENTIAL OR SMALL BUILDING REQUIREMENTS OF PART 9, NBC 2010.

THIS DESIGN COMPLIES WITH: - PART 9 OF OBC 2012, CBC 2012, ABC 2014 - CSA 086-09 - TYPIC 2011

(5/8" OF 48.1 P.S.F. G.S.L PLUS 8.4 P.S.F. RAIN LOAD) EQUALS 34.8 P.S.F. SPECIFIED ROOF LIVE LOAD

ALLOWABLE DEFL.(LL) = L/360 (0.66") CALCULATED VERT. DEFL.(LL) = 1' 884 (0.95") ALLOWABLE DEFL.(TL) = L/360 (0.66") CALCULATED VERT. DEFL.(TL) = 1' 548 (0.96")

CSI: TC=0.54 (7-8:1), BC=0.85 (18-18:1), WS=0.90 (8-7:1), SS=0.57 (7-8:1).

DOL LUMBER=1.00 NAIL=1.00 I.S. BEND=1.00 CUMM=1.00 SHEAR=1.00 TENS=1.00

COMPANION LIVE LOAD FACTOR = 0.50

TRUSS PLATE MANUFACTURER IS NOT RESPONSIBLE FOR QUALITY CONTROL IN THE TRUSS MANUFACTURING PLANT.

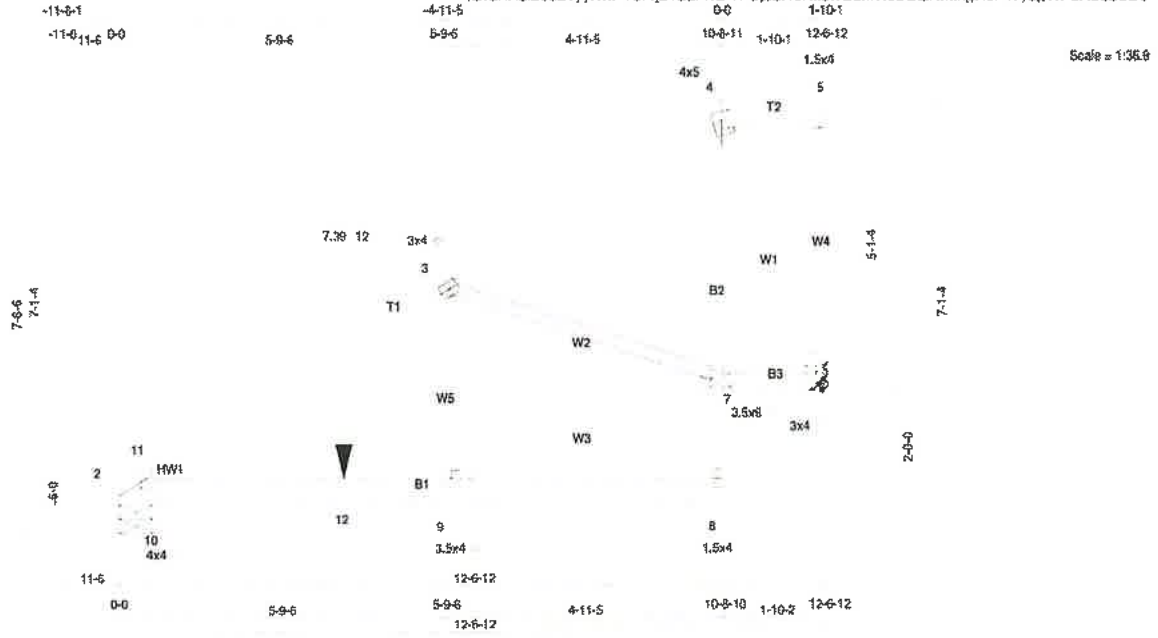
NAIL VALUES PLATE GRIP(DRY) SHEAR SECTION (PSI) (PLI) (PLI) MAX MIN MAX MIN MAX MIN MT20 518 854 1667 822 2284 1656

PLATE PLACEMENT TOL = 0.250 inches PLATE ROTATION TOL = 5.0 Deg.

Table with columns: PLATES (table is in inches), JT TYPE, PLATES, W, LEN, Y, X. Lists plate specifications for various joints.

HANGERS NOTES 1) USE USP J3626-2 WITH 150 NAILS INTO GIRDER & 160 NAILS INTO INCOMING TRUSS AT 12-10-0 FROM THE LEFT END TO CONNECT INCOMING TRUSSES (2 PLY) TO FRONT FACE OF BOTTOM CHORD. 2) FILL ALL NAIL HOLES. 3)

JOB NAME TRUSS NAME QUANTITY PLY JOB DESC. DRWG NO.
GAZEBO **T2** **2** **2** TRUSS DESC.
 Roof Trusses & Components Ltd., Rockwood, Ont., NOB 2KQ, Alex Barrell
 Version 7.640 S Oct 7 2015 Witek Industries, Inc. Tue May 31 07:44:56 2016 Page 1
 ID:UjA8ib58bvvyXwP1eFjjoTzB11s-1PBjeNOKx6XOZmvf02UGXmngRsPWysqWF5ABzB3D5



TOTAL WEIGHT = 4 X 64 = 256 lb (M)

LUMBER	N.L.G.A. RULES	CHORDS	SIZE	DRY	LUMBER	DESCR.	SPF
1 - 4	2x4	DRY	No.2	SPF			
4 - 5	2x6	DRY	No.2	SPF			
6 - 5	2x3	DRY	No.2	SPF			
2 - 6	2x6	DRY	No.2	SPF			
8 - 4	2x3	DRY	No.2	SPF			
7 - 6	2x4	DRY	No.2	SPF			

DIMENSIONS, SUPPORTS AND LOADINGS SPECIFIED BY FABRICATOR TO BE VERIFIED BY BUILDING DESIGNER

FACTORED	MAXIMUM FACTORED	INPUT	REORD
GROSS REACTION	GROSS REACTION	BRG	BRG
JT VERT HORZ	DOWN HORZ UPLIFT	IN-SX	IN-SX
6 1007 0	1007 0 0	HANGER BY OTHERS	
		MIN. SEAT SIZE: 1-6	
2 1343 0	1343 0 0	7-4	1-8
			2x3.1

DESIGN CRITERIA

*** SPECIAL LOADS ANALYSIS ***
 GEOMETRY AND/OR BASIC LOADS CHANGED BY USER.
 LOADS WERE DERIVED FROM USER INPUT NO FURTHER MODIFICATIONS WERE MADE

SPECIFIED LOADS:

TOP CH.	LL = 34.8 PSF
	DL = 3.0 PSF
BOT CH.	LL = 0.0 PSF
	DL = 7.0 PSF
TOTAL LOAD = 44.8 PSF	

DESIGN CONSISTS OF 2 TRUSSES BUILT SEPARATELY THEN FASTENED TOGETHER AS FOLLOWS:

CHORDS #ROWS	SURFACE SPACING (IN)	LOAD(PLF)
TOP CHORDS : (0.122"x3") SPIRAL NAILS		
1-4	12	TOP
4-5	12	TOP
5-6	12	TOP
BOTTOM CHORDS : (0.122"x3") SPIRAL NAILS		
2-8	12	SIDE(0.0)
8-4	12	TOP
7-6	12	TOP
WEBS : (0.122"x3") SPIRAL NAILS		
2x3	6	

UNFACTORED REACTIONS

JT	1ST CASE	MAX.	MIN.	COMPONENT REACTIONS
		SNOW	LIVE	PERM.LIVE WIND DEAD SOIL
6	697	643 / 0	0 / 0	0 / 0 0 / 0 154 / 0 0 / 0
2	927	736 / 0	0 / 0	0 / 0 0 / 0 192 / 0 0 / 0

BEARING MATERIAL TO BE SPF NO.2 OR BETTER AT JOINT(S) 2
BRACING
 TOP CHORD TO BE SHEATHED OR MAX. PURLIN SPACING = 6.25 FT.
 MAX. UNBRACED BOTTOM CHORD LENGTH = 7.81 FT. OR RIGID CEILING DIRECTLY APPLIED.
 ALL PITCH BREAKS AND PERIMETER CORNER JOINTS MUST BE LATERALLY RESTRAINED.

LOADING

TOTAL LOAD CASES: (4)

NAILS TO BE DRIVEN FROM ONE SIDE ONLY.
 GIRDER NAILING ASSUMES NAILED HANGERS ARE FASTENED WITH MIN. 3-0 INCH NAILS.
 TOP - COMPONENTS ARE LOADED FROM THE TOP AND MUST BE PLACED ON TOP EDGE OF ALL PLIES FOR THE LOAD TO BE TRANSFERRED TO EACH PLY.
 SIDE - PLF SHOWN IS THE EQUIVALENT UDL APPLIED TO ONE SIDE THAT THE CORRESPONDING NAILING PATTERN SHALL BE CAPABLE OF TRANSFERRING. REMAINING PLF MUST BE APPLIED ON THE OPPOSITE SIDE OR ON THE TOP.

PLATES (table is in inches)

JT	TYPE	PLATES	W	LEN	Y	X
2	TMBH1-t	MT20	4.0	4.0	2.00	1.00
3	TBWW4	MT20	3.0	4.0	1.50	1.75
4	TTVW+rt	MT20	4.0	5.0	2.00	2.00
5	TBW+p	MT20	1.5	4.0		
6	BMVW1-t	MT20	3.0	4.0		
7	BVWVW-1	MT20	3.5	6.0	1.50	4.00
8	BVW+p	MT20	1.5	4.0		
9	BVWVW-1	MT20	3.5	4.0		

MEMB.	MAX. FACTORED FORCE (LBS)	FACTORED VERT. LOAD (PLF)	LC1 MAX. CSF (L/G)	MAX. MEMB. UNBRAC LENGTH	WEBS MAX. FACTORED FORCE (LBS)	MAX. CSF (L/G)
FR-TO		FROM TO		FR-TO		
1-2	0 / 26	-111.8 -111.8	0.05 (1)	10.00	9-3	0 / 158
2-11	-1503 / 0	-111.8 -111.8	0.06 (1)	6.25	9-7	0 / 1346
11-3	-1435 / 0	-111.8 -111.8	0.28 (1)	6.25	3-7	-922 / 0
3-4	-470 / 0	-111.8 -111.8	0.25 (1)	6.25	4-6	-976 / 0
4-5	0 / 0	-111.8 -111.8	0.02 (1)	10.00	10-11	-192 / 43
6-5	-109 / 0	0.0 0.0	0.03 (1)	7.81		0.00 (1)
2-10	0 / 1244	-17.5 -17.5	0.16 (1)	10.00		
10-12	0 / 1244	-17.5 -17.5	0.30 (1)	10.00		
12-9	0 / 1244	-17.5 -17.5	0.30 (1)	10.00		
9-8	0 / 3	-17.5 -17.5	0.14 (1)	10.00		
8-7	-35 / 20	0.0 0.0	0.01 (1)	7.81		
7-4	0 / 818	0.0 0.0	0.11 (1)	10.00		
7-6	0 / 372	-17.5 -17.5	0.04 (1)	10.00		

LOADING IN FLAT SECTION BASED ON A SLOPE OF 8.30/12
 *** NON STANDARD GIRDER ***
 ADD'L USER-DEFINED LOADS APPLIED TO ALL LOAD CASES.

THIS TRUSS IS DESIGNED FOR RESIDENTIAL OR SMALL BUILDING REQUIREMENTS OF PART 9, NBC 2010

THIS DESIGN COMPLIES WITH:
 - PART 9 OF CBC 2012, SBC 2012, ABC 2014
 - CSA 086-09
 - TPC 2011

(55 % OF 45.1 P.S.F. G.S.L. PLUS 8.4 P.S.F. RAIN LOAD) EQUALS 34.8 P.S.F. SPECIFIED ROOF LIVE LOAD

ALLOWABLE DEFL.(LL) = L/360 (0.42")
 CALCULATED VERT. DEFL.(LL) = L/999 (0.04")
 ALLOWABLE DEFL.(TL) = L/360 (0.42")
 CALCULATED VERT. DEFL.(TL) = L/958 (0.06")

CSI: IC=0.26 (3-11-1), BC=0.30 (9-10-1), WB=0.21 (3-7-1), SS=0.19 (9-10-1)

COL LUMBER=1.00 NAIL=1.00 LS BEND=1.00 COMP=1.00 SHEAR=1.00 TENS=1.00

COMPANION LIVE LOAD FACTOR = 0.50

TRUSS PLATE MANUFACTURER IS NOT RESPONSIBLE FOR QUALITY CONTROL IN THE TRUSS MANUFACTURING PLANT.

MAIL VALUES

PLATE GRIP(DRY) SHEAR SECTION (PSI)	(PLI)	(PLI)
MAX MIN	MAX MIN	MAX MIN
MT20	616 354	1667 822 2284 1656

PLATE PLACEMENT TOL. = 0.250 inches
 PLATE ROTATION TOL. = 5.0 Deg.



PLANNING REPORT for the TOWN OF ERIN

Prepared by the County of Wellington Planning and Development Department

DATE: June 7, 2016
TO: Kathryn Ironmonger, CAO
 Town of Erin
FROM: Sarah Wilhelm, Senior Planner
 County of Wellington
SUBJECT: **AMENDING BY-LAW D14 Z16-01 Kirk
 Zoning By-law Amendment
 To permit an accessory dwelling unit within an existing accessory building
 6012 Eighth Line (Part Lot 28, Concession 8), Erin**
ATTACHMENTS: Draft Amending By-law

SUMMARY

This zoning by-law amendment to facilitate an accessory dwelling unit is consistent with the Provincial Policy Statement and generally conforms to the Town of Erin Official Plan. County Council approved a related amendment to the County of Wellington Official Plan (OPA 100). The last date of appeal was May 23, 2016 and no appeals were received. The amendment is now in full force and effect.

There were no public or agency concerns raised during the circulation or at the public meeting. If the amending by-law is approved by Council, notification should be provided in accordance with the Planning Act.

Thank you for your request to prepare a Draft Amending By-law for the above-noted application. In our comments of March 22, 2016 we provided a policy review for Council's consideration. This report offers our planning opinion and draft amending by-law.

PROPOSAL

The purpose of the amendment is to permit an accessory dwelling unit within an existing accessory building on the property.

CONSULTATION

A public meeting was held on March 22, 2016. No members of the public spoke or expressed interest in the proposed zoning by-law amendment. There were no agency concerns.

DRAFT AMENDING BY-LAW

We have attached a draft amending by-law for Council's review which would apply a site specific provision (A-145) to the property, which states:

"Notwithstanding the provisions of the Agricultural (A) Zone or any other provisions in By-law 07-67 to the contrary, the land zoned **A-145** on Schedule 'A' may also be permitted one accessory dwelling unit subject to the following special provisions:

- i) The accessory dwelling unit shall include only one of the following:

- a) An accessory apartment within a detached dwelling on a lot; or
 - b) an accessory dwelling unit within a building or structure ancillary to a detached dwelling;
or
 - c) A garden suite.
- ii) An accessory dwelling unit is prohibited from being severed from the property.

All other provisions of By-law 07-67 shall apply as applicable.”

PLANNING OPINION

In our opinion, the proposed rezoning to provide for an accessory dwelling unit within an existing accessory building on the property is consistent with the Provincial Policy Statement and generally conforms to the Provincial Growth Plan and the County Official Plan, as amended by OPA 100 (Kirk).

NEXT STEPS

If the amending by-law is approved by Council, notification should be provided in accordance with the Planning Act.

Respectfully submitted
County of Wellington Planning and Development Department



Sarah Wilhelm, BES, MCIP, RPP
Senior Planner

ZONING BY-LAW AMENDMENT

for

Michael & Erna Kirk
6012 Eighth Line
Part Lot 28, Concession 8
Town of Erin

Application D14 Z16-01

Prepared by the

County of Wellington
Planning and Development Department

June 7, 2016

The Corporation of the Town of Erin

By-law No. [REDACTED]

A by-law to amend the Zoning By-law 07/67, as amended, for the Corporation of the Town of Erin – 6012 Eighth Line, Part Lot 28, Concession 8, Town of Erin – Kirk.

Whereas the Council of the Corporation of the Town of Erin deems it desirable to amend By-law 07-67 as amended, pursuant to Section 34 of the Planning Act, R.S.O. 1990 as amended;

Therefore Council enacts as follows:

1. That Schedule 'A' of By-law 07-67, the Comprehensive Zoning By-law, is amended by rezoning Part Lot 28, Concession 8, Town of Erin, from the current Agricultural 'A' Zone to the **AGRICULTURAL SITE-SPECIFIC 'A-145' Zone**, as more specifically illustrated on Schedule "A" of this By-law.
2. That Section 14, Special Provisions, be amended by the addition of the following new subsection:

<p>A-145 Kirk By-law 16-[REDACTED] 6012 Eighth Line</p>	<p>Notwithstanding the provisions of the Agricultural (A) Zone or any other provisions in By-law 07-67 to the contrary, the land zoned A-145 on Schedule 'A' may also be permitted one accessory dwelling unit subject to the following special provisions:</p> <ul style="list-style-type: none"> i) The accessory dwelling unit shall include only one of the following: <ul style="list-style-type: none"> a) An accessory apartment within a detached dwelling on a lot; or b) an accessory dwelling unit within a building or structure ancillary to a detached dwelling; or c) A garden suite. ii) An accessory dwelling unit is prohibited from being severed from the property. <p>All other provisions of By-law 07-67 shall apply as applicable.</p>
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3. That the subject land as shown on Schedule "A" to this By-Law shall be subject to all applicable regulations of Zoning By-Law 07-67, as amended.
4. This By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

Read a first, second and third time and passed this [REDACTED] day of [REDACTED], 2016

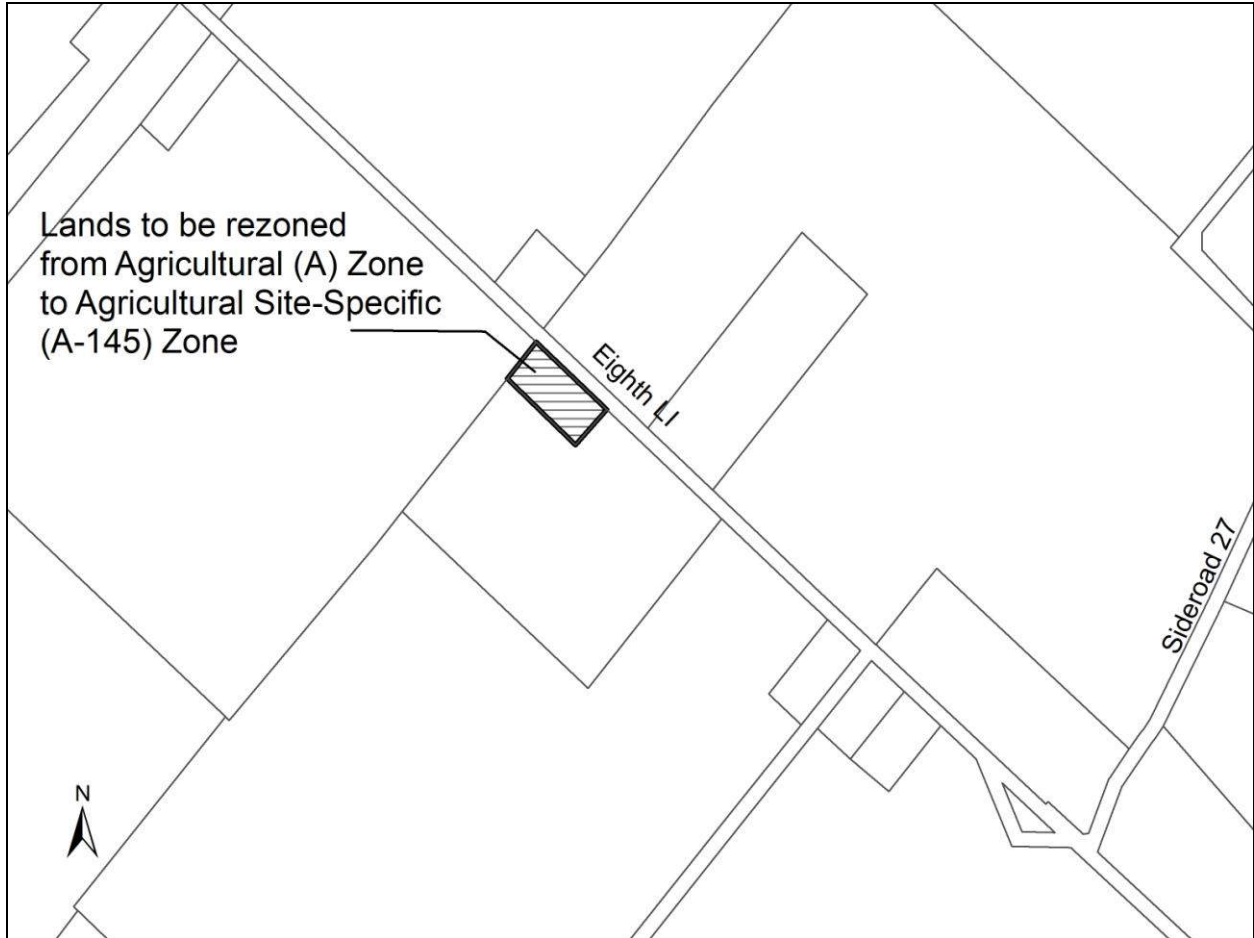
Mayor

Clerk

The Corporation of the Town of Erin

BY-LAW NO. [REDACTED]

SCHEDULE "A"



This is Schedule "A" to By-law No. [REDACTED]

Passed this [REDACTED] day of [REDACTED], 2016.

Mayor

Clerk

The Corporation of the Town of Erin

EXPLANATION OF BY-LAW NO. [REDACTED]

By-law Number [REDACTED] amends the Town of Erin Zoning By-law 07-67 by rezoning Part of Lot 28, Concession 8, from Agricultural (A) to AGRICULTURAL SITE SPECIFIC (A-145), as shown on Schedule "A" of this By-law.

The purpose of this Zoning By-law amendment is to permit an accessory dwelling unit within an accessory building on the property. For future flexibility and clarity, the amending by-law provides for one accessory dwelling unit in the form of either:

- An accessory apartment within a detached dwelling on a lot; or
- an accessory dwelling unit within a building or structure ancillary to a detached dwelling;
or
- A garden suite.

An accessory dwelling unit is prohibited from being severed from the property.

County Council approved a related amendment to the County of Wellington Official Plan (OPA 100) to enable the zoning by-law amendment.



Staff Report

Report #: D15-SP03-16

Date: June-7-16

Submitted By: **Jessica Wilton, Building and Planning Assistant**

Subject: Conditional Site Plan Approval, D15-SP03-16 Part Lot 19, Registered Plan 768 Part 1 - Burnside

Recommendations:

BE IT RESOLVED THAT Council approves the site plan submitted by J.C.D.M Enterprises Ltd. prepared by Van Harten Surveying Inc. as it relates to Part Lot 19, Registered Plan 768 subject to the conditions of Appendix 1.

Background:

The applicant seeks site plan approval to remove top soil and fill with compacted engineering soil. There are no building proposed at this stage of site plan control, but there are future plans for building that will require site plan control process.

The main site statistics are:

Total Lot Area	1.81 acres	7321.81m ²
Lot Frontage – Erin Park Drive	180ft	55m
Lot Frontage – Thompson Cres	311.5ft	95m

Vehicular access is via Erin Park Drive.

Origin and Background

The subject land is located at corner of Erin Park Drive and Thompson Crescent. The lands are legally described as Part Lot 19, Registered Plan 768, Part 1

Zoning

The site is zoned M2, General Industrial

Financial Impact:

None

Consultation:

Building/County Planning/Water/Fire/Roads Departments/Triton Engineering

Communications Plan:

To be presented at a regular council meeting for information and Council approval of conditions.

Appendices:

Appendix I – Conditions of Site Plan Approval

Appendix II – Site Plan

A. Conditions which must be satisfied prior to building permit issuance.

1. That a detailed grading, drainage and site servicing plan be reviewed and approved by the Town of Erin.
2. That all design will be in accordance with the Municipal Servicing Standards of the Town of Erin.
3. That the owner provide a detailed written estimate of costs for landscaping, all paving, curbing, drainage and storm sewers, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures and site works listing items, quantities, unit costs, and total costs. This estimate to be reviewed and approved by the Town of Erin.
4. That the owner deposit securities with the Finance Department, in a form meeting the Finance Department's requirements, covering full costs of landscaping, all paving, curbing, drainage and storm sewers, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures and site restoration.
5. That a Stormwater Management Report and Plan be approved by the Town of Erin.
6. That the driveway design be approved by the appropriate Road Authority.
7. That driveway culverts, if necessary, be installed to the satisfaction of the Roads Department.
8. That an updated site plan be submitted to the Town of Erin with required changes outlined in the comments from the Town of Erin dated May 20, 2016.

B. Conditions required to be met prior to securities being released).

1. That 15 percent of the total amount of the original value of the posted securities be held back for a one-year period from the date of the Town's final inspection. In the event that in the opinion of the Chief Building Official of the Town, construction on the site is substantially discontinued and the site becomes a hazard to public safety part or all of the securities may be used by the Town to cover the cost of site restoration to be done to the satisfaction of the Chief Building Official.
2. That the owner will submit as-built drawings confirming that the grading and stormwater management facilities have been installed in accordance with the approved Drawings and Stormwater Management Report prior to the release of any securities.
3. That for all undeveloped or phased areas of the site that ground cover be established prior to release of any securities.
4. That the applicant acknowledge that the site plan approval does not constitute approval of any signage that may be shown on the plans and that the applicant is required to obtain sign permits from the By-law Enforcement and Licensing Section of the Building Services Department for all signage on the subject site.
5. That any proposed wood fence be constructed of pressure treated pine or western red cedar with all hardware being galvanized.

GENERAL NOTES

1. THE DEVELOPER SHALL BE RESPONSIBLE FOR ALL DITCHING, REGRADING AND RESTORATION WORK WITHIN THE MUNICIPALITY'S ROAD ALLOWANCE AND TO THE MUNICIPALITY'S SATISFACTION, AS REQUIRED TO ACCOMMODATE THE PROPOSED DEVELOPMENT.
2. THE DEVELOPER IS RESPONSIBLE FOR THE COORDINATION OF ALL REQUIRED UTILITIES.
3. THE DEVELOPER SHALL BE REQUIRED TO SATISFY ALL MUNICIPAL ELECTRICAL POWER REQUIREMENTS FOR SITE ELECTRICAL SERVICING. THE MUNICIPAL ELECTRICAL POWER SHOULD ALSO BE ASKED TO PROVIDE THE MUNICIPALITY WITH INPUT ON ANY NEW OR IMPROVED STREET LIGHTING AT/NEAR THE SITE.
4. ALL EXTERIOR LIGHTING SHALL BE DIRECTED ONTO THE SITE AND SHALL NOT INFRINGE UPON THE ADJACENT PROPERTIES.
5. ALL ENTRANCE WORK TO MEET THE MUNICIPALITY'S SATISFACTION.
6. SEDIMENT AND EROSION CONTROLS TO BE PROVIDED DURING CONSTRUCTION.
7. APPROVAL FROM THE MUNICIPAL STAFF FOR USE OF EXCAVATED OR GRADED MATERIAL AS FILL IS REQUIRED.
8. ALL ROAD GRANULAR MATERIAL SHALL BE COMPACTED TO 100% AND OTHER MISCELLANEOUS FILL MATERIAL BROUGHT TO THE SITE SHALL BE COMPACTED TO 95% PROCTOR (UNLESS OTHERWISE PRESCRIBED BY GEOTECHNICAL INVESTIGATION).
9. FILL MATERIAL SHALL BE FREE OF DEBRIS INCLUDING LARGE ROCKS AND STONES. EXCESS DEBRIS AND MATERIAL SHALL BE REMOVED FROM THE SITE.
10. DISTURBED LAWN AREAS SHALL BE PROVIDED WITH A MINIMUM OF 100mm OF TOPSOIL AND SEEDED OR SODDED.
11. THE WESTERLY SIDE OF THE PROPERTY IS TO BE CLEARED OF BUSHES, TO ACCOMMODATE THE DRAINAGE SWALE AND PROVIDED WITH A MINIMUM OF 100mm OF TOPSOIL, AND GRADED TO PROVIDE POSITIVE DRAINAGE TO THE ROADSIDE DITCH.
12. ALL SLOPES STEEPER THAN 2:1 SHOULD BE SODDED AND STAKED IN PLACE.

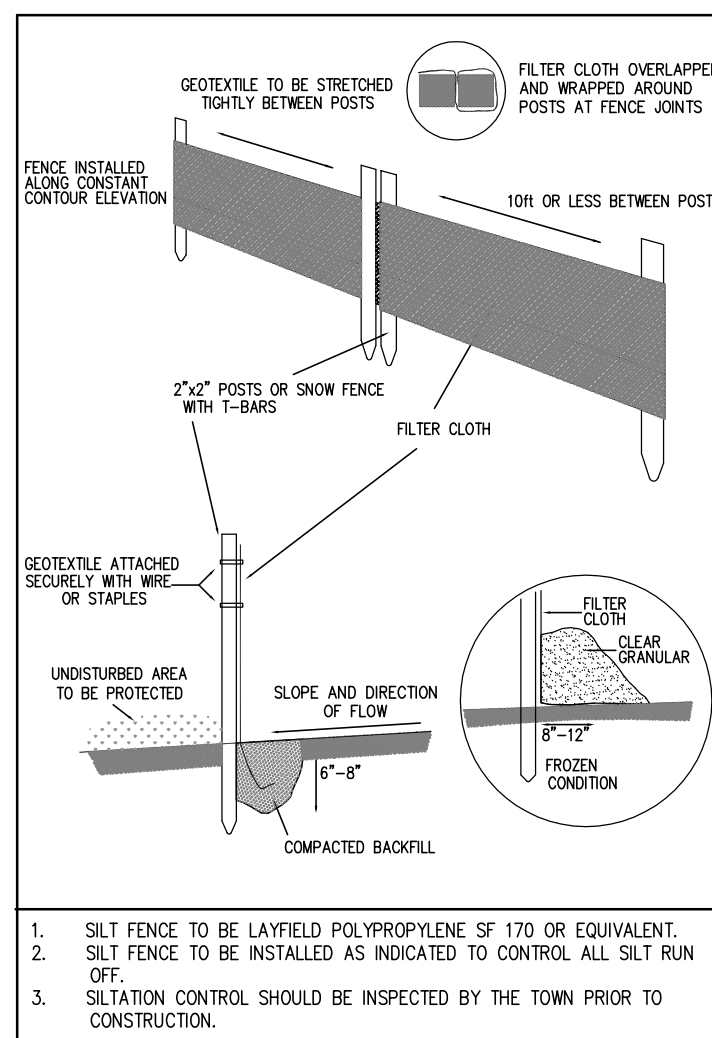
SERVICING NOTES

1. THE WATER SERVICE SHALL BE INSTALLED TO A MINIMUM DEPTH OF 2m TO PREVENT FREEZING.
2. THE SEWAGE SYSTEM SHALL BE DESIGNED BY A PROFESSIONAL ENGINEER IN ACCORDANCE WITH PART B OF THE ONTARIO BUILDING CODE AND INSTALLED BY A LICENSED CONTRACTOR.
3. ALL OTHER SERVICES SHALL BE DONE ACCORDING TO MUNICIPAL AND APPROPRIATE PROVINCIAL STANDARDS.
4. ALL WORK TO BE INSPECTED BY THE MUNICIPALITY PRIOR TO BACKFILLING. PLEASE CALL THE TOWNSHIP TO ARRANGE INSPECTIONS.

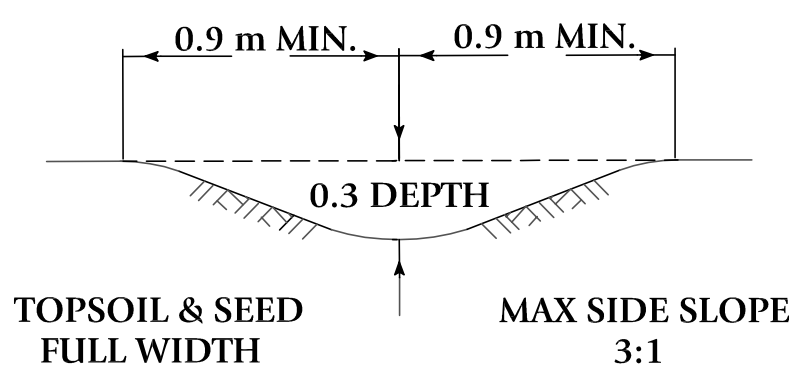
SEDIMENT CONTROL

1. ALL SILT FENCING TO BE INSPECTED AND INSTALLED PRIOR TO THE COMMENCEMENT OF ANY GRADING, EXCAVATING OR DEMOLITION.
2. EROSION PROTECTION TO BE PROVIDED AROUND ALL STORM AND SANITARY MANHOLES, CATCHBASINS, SWALES & WATERCOURSES.
3. ADDITIONAL EROSION CONTROL MEASURES MAY BE REQUIRED AS SITE DEVELOPMENT PROGRESSES. THE CONTRACTOR IS RESPONSIBLE TO PROVIDE ANY ADDITIONAL EROSION CONTROL STRUCTURES.
4. EROSION CONTROL STRUCTURES ARE TO BE MONITORED REGULARLY AND ANY DAMAGE TO STRUCTURES REPAIRED IMMEDIATELY. SEDIMENTS ARE TO BE REMOVED WHEN THE HEIGHT OF ACCUMULATION REACHES A MAXIMUM FOR THE FENCE AND THE CLOGGED FILTER MATERIALS MUST BE REPLACED AS NEEDED OR AS REQUESTED BY THE TOWNSHIP.
5. ALL EROSION CONTROL STRUCTURES ARE TO REMAIN IN PLACE UNTIL ALL DISTURBED GROUND SURFACES HAVE BEEN STABILIZED EITHER BY PAVING OR RESTORATION OF VEGETATIVE GROUND COVER.
6. NO ALTERNATIVE METHODS OF EROSION PROTECTION SHALL BE PERMITTED UNLESS APPROVED BY THE DESIGN CONSULTANT AND THE TOWNSHIP OF AMARANTH.
7. DURING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR ENSURING MUNICIPAL ROADWAYS ARE CLEANED OF ALL SEDIMENTS FROM VEHICULAR TRACKING ETC. TO AND FROM THE SITE AT THE END OF EACH WORKING DAY.

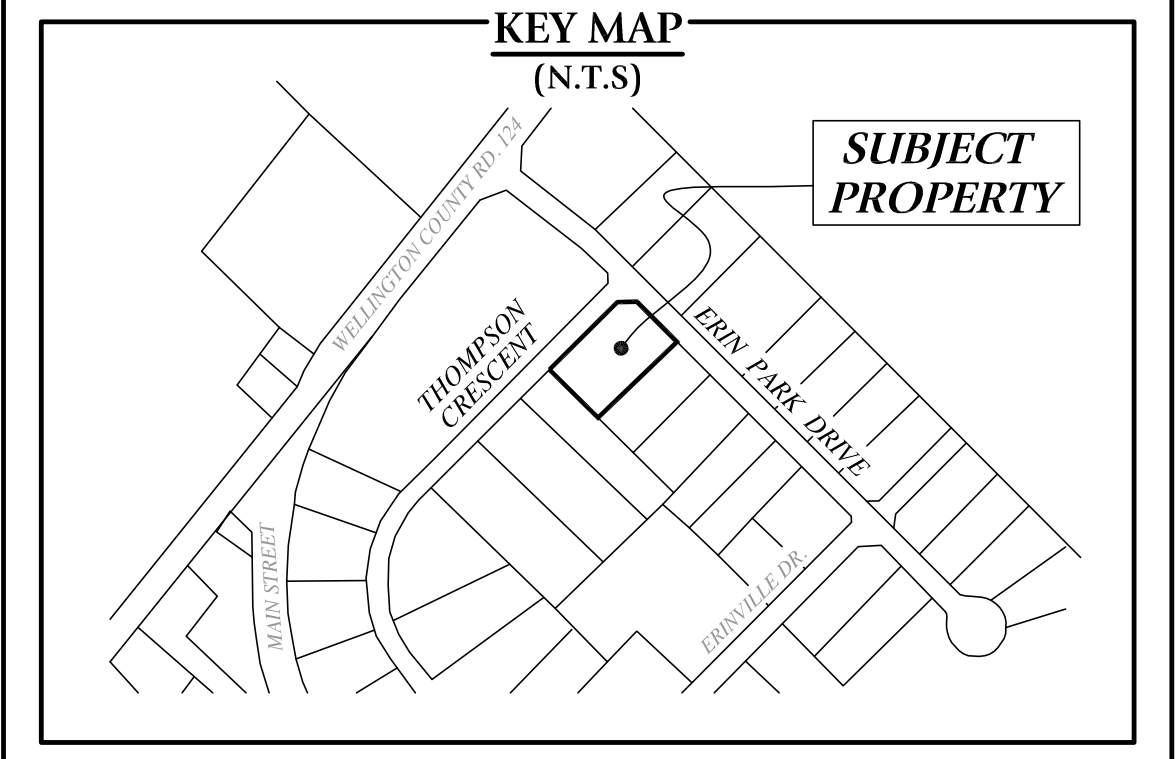
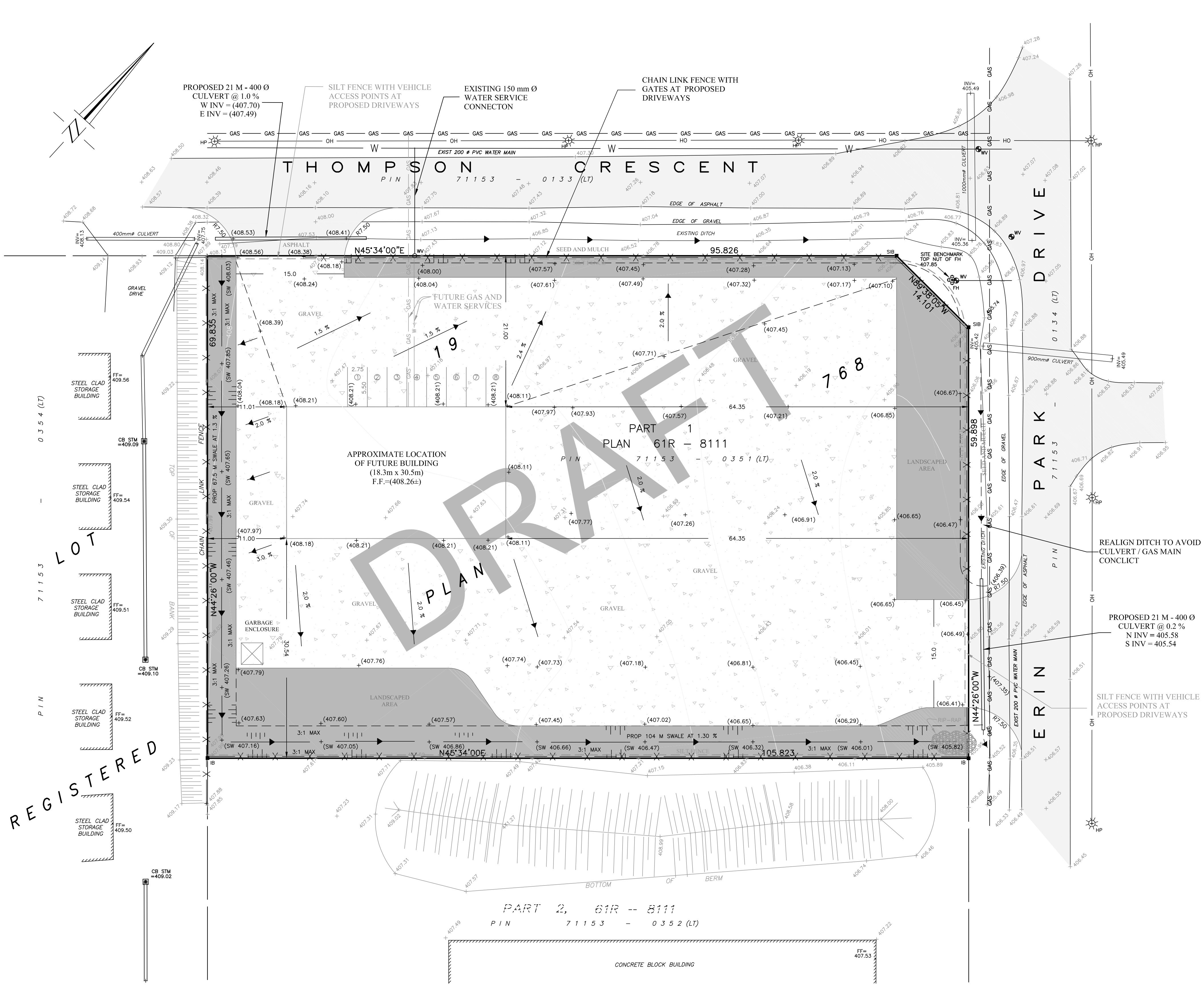
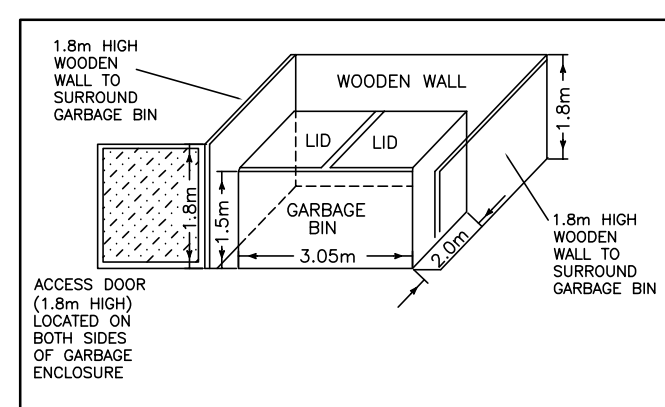
SILT FENCE DETAIL



SWALE DETAIL (N.T.S.)



GARBAGE ENCLOSURE (N.T.S.)



LEGEND

- SURVEY MONUMENT FOUND
- SURVEY MONUMENT SET
- IRON BAR
- STANDARD IRON BAR
- ROUND IRON BAR
- HYDRO POLE
- EXISTING GRADE
- PROPOSED GRADE
- PROPOSED SWALE GRADE
- TEST PIT
- SLOPE
- DIRECTION OF FLOW
- SILT FENCE

CALL BEFORE YOU DIG
 THE LOCATION OF SERVICES ON THIS DRAWING ARE ONLY APPROXIMATE AND BASED ON SURFACE FEATURES LOCATED AT THE TIME OF THE TOPOGRAPHIC SURVEY. PRIOR TO ANY CONSTRUCTION IT IS THE RESPONSIBILITY OF THE CONTRACTOR/BUILDER TO ENSURE THE EXACT LOCATION OF ALL UTILITIES.

- ZONING: INDUSTRIAL (M2)**
- MINIMUM LOT AREA = 0.4ha
 - MINIMUM LOT FRONTAGE = 30m
 - MINIMUM FRONT YARD = 7.5m
 - MINIMUM INTERIOR SIDE YARD = 3.0m
 - MINIMUM EXTERIOR SIDE YARD = 9.0m
 - MINIMUM REAR YARD = 7.5m
 - MAXIMUM LOT COVERAGE = 40%
 - MINIMUM LANDSCAPED/OPEN SPACE = 20%
 - MAXIMUM BUILDING HEIGHT = 11.0m
 - PARKING - 1 SPACE PER 100 SQ. M.

BENCHMARK:
 ELEVATIONS ARE BASED ON THE TOP OF FIRE HYDRANT ON SOUTH SIDE OF ERIN PARK DRIVE AT THOMPSON CRESCENT HAVING AN ELEVATION OF 407.85 METRES.

CONCEPTUAL SITE PLAN FOR:
 PART OF LOT 19, REGISTERED PLAN 768,
 DESIGNATED AS PART 1, 61R-8111
 TOWN OF ERIN,
 COUNTY OF WELLINGTON

NO.	REVISION	BY	DATE
DRAWING REVISION SCHEDULE			
PREPARED FOR: BURNSIDE RENTALS LTD.			
PROJECT No. 23655-16			
DRAWING SCALE 1 : 300			

CAUTION:
 - THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR TRANSACTION OR MORTGAGE PURPOSES.
 - IT IS THE BUILDER'S RESPONSIBILITY TO ENSURE THE PROPOSED FOOTING ELEVATION AND PLUMBING ALLOWS GRAVITY CONNECTION TO THE SEWAGE SYSTEM.
 - THIS LOT MAY CONTAIN STRUCTURAL OR NON-STRUCTURAL FILL PLACED DURING SUBDIVISION GRADING OPERATIONS.
 - SOIL BEARING CAPACITY SHOULD BE VERIFIED AT THE TIME OF CONSTRUCTION.
 - THE BUILDER MUST ENSURE A MINIMUM OF 1.22m OF EARTH COVER OVER THE FOOTINGS FOR FROST PROTECTION.
 - THIS SKETCH IS PROTECTED BY COPYRIGHT

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 FAX: (519) 940 - 4113
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DRAWN BY: JMW DESIGN BY: JMD CHECKED BY: JMD



Staff Report

Report #: D15-SP04-16

Date: June-7-16

Submitted By: **Jessica Wilton, Building and Planning Assistant**

Subject: Conditional Site Plan Approval, D15-SP04-16 44 Erin Park Drive, Plan 814 Part Block 7, Part 5 - Gambino

Recommendations:

BE IT RESOLVED THAT Council approves the site plan submitted by Giovanni Gambino as it relates to development of 44 Erin Park Drive subject to the conditions of Appendix 1.

Background:

The applicant seeks site plan approval to construct a 732 m² contractor warehouse with 90m² of office space and yard to be used for storage of equipment and construction material.

The main site statistics are:

Total Lot Area	6.8 acres	27518.6m ²
Lot Frontage – Erin Park Dr	98.5 ft	30m
TOTAL GROSS FLOOR AREA	7879 ft ²	732 m ²
Total Office Space GFA	968 ft ²	90m ²
Parking Required	1 space per 100m ²	7 total
Parking Provided	7 parking spaces	1 handicapped
Area of paved driveway and parking	7362.5 ft ²	684m ²
Area of Septic bed	1722.2 ft ²	160m ²

Vehicular access is via Erin Park Drive.

Origin and Background

The subject land is located at 44 Erin Park Drive. The lands are legally described as Part Block 7, Registered Plan 814, Part 5

Zoning

The site is zoned M2, General Industrial – proposed use meets zoning requirements

Financial Impact:

None

Consultation:

Building/County Planning/Water/Fire/Roads Departments/Triton Engineering

Communications Plan:

To be presented at a regular council meeting for information and Council approval of conditions.

Appendices:

Appendix I – Conditions of Site Plan Approval

Appendix II – Site Plan and elevation drawings showing proposed development

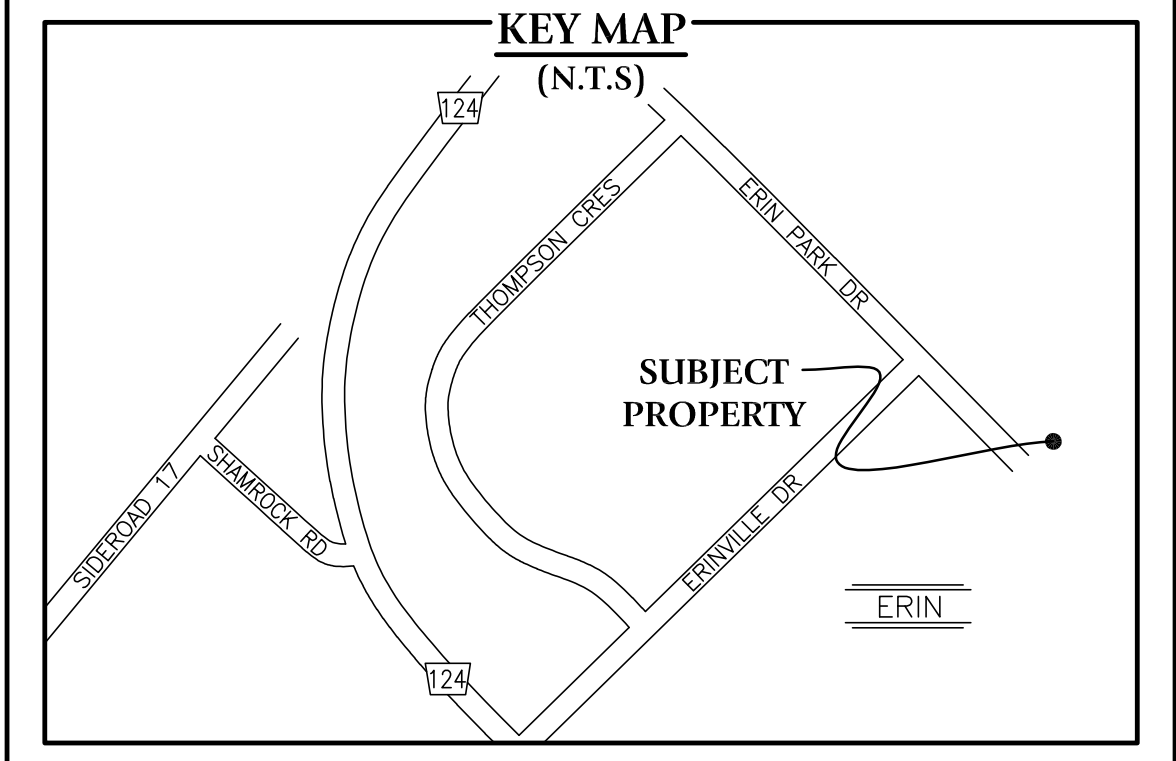
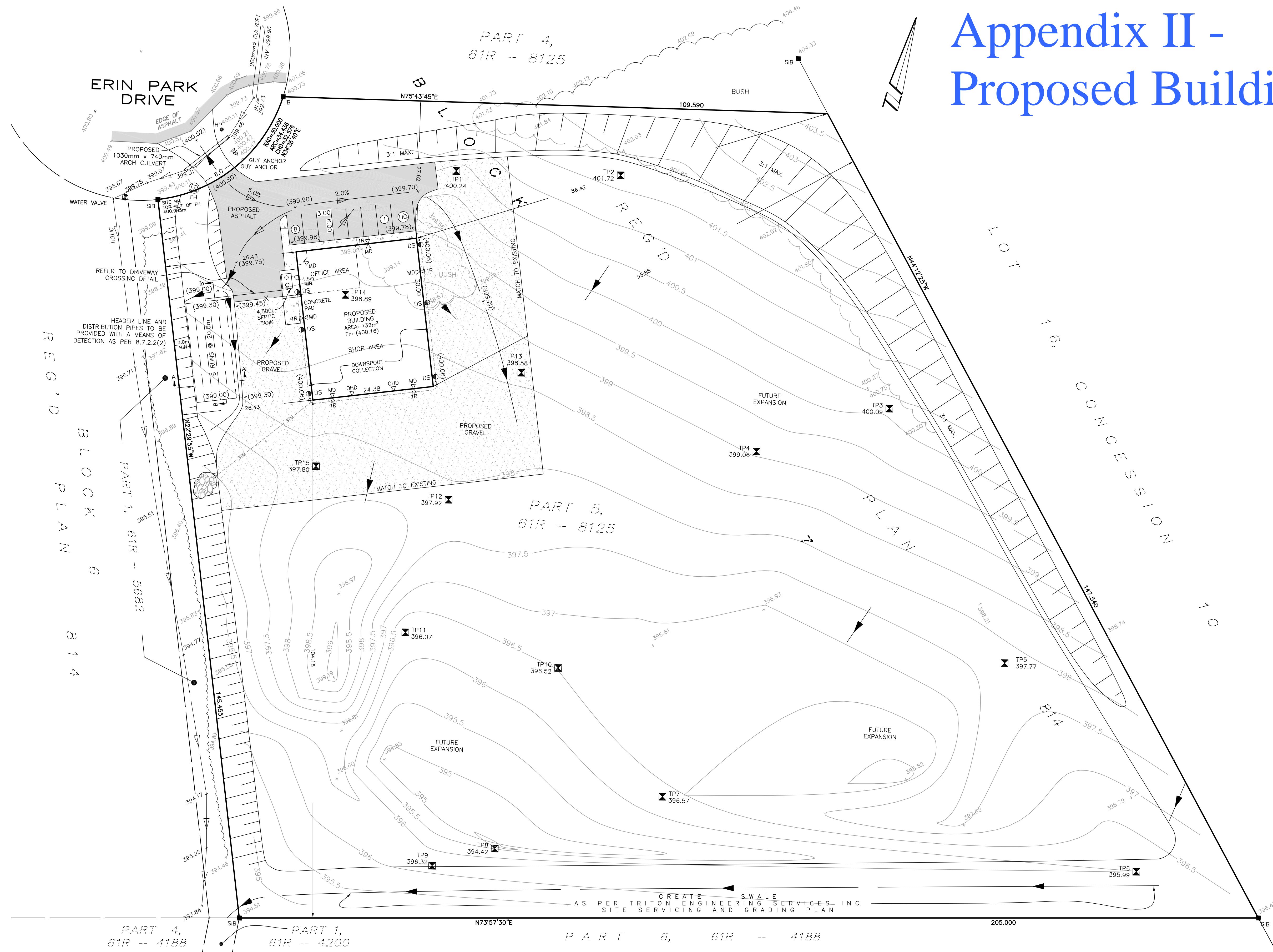
A. Conditions which must be satisfied prior to building permit issuance.

1. That this approval lapse if no building permit has been issued within two years from the date of site plan approval.
2. That a detailed grading, drainage and site servicing plan be reviewed and approved by the Town of Erin.
3. That all design will be in accordance with the Municipal Servicing Standards of the Town of Erin.
4. That the owner provide a detailed written estimate of costs for landscaping, all paving, curbing, drainage and storm sewers, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures and site works listing items, quantities, unit costs, and total costs. This estimate to be reviewed and approved by the Town of Erin.
5. That the owner deposit securities with the Finance Department, in a form meeting the Finance Department's requirements, covering full costs of landscaping, all paving, curbing, drainage and storm sewers, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures and site restoration.
6. That provision be made for screening of all roof top mechanical equipment from public view and that the details of the screening of the roof top mechanical equipment be approved by the Planning Services Department.
7. That any Hydro concerns be resolved
8. That a Stormwater Management Report and Plan be approved by the Town of Erin.
9. That the owner shall apply to the Town's Water Department to review any servicing concerns relating to the water connection and pay all necessary fees, if required.
10. That the owner enters into a Site Plan Agreement with the Town.
 - (a) That an agreement be registered on title to contain clauses suitable to the Town of Erin and the Town Solicitor ensuring: that the landowner is responsible for maintenance and any liability related to the stormwater management facilities provided for the property and
 - (b) that the Town has the right to enter the property to install, inspect and repair at the owners expense, if necessary, the stormwater facilities.
11. That the driveway design be approved by the appropriate Road Authority.
12. That the owner obtain approval from the Town of Erin for hoarding and/or encroachments onto Town land.
13. That driveway culverts, if necessary, be installed to the satisfaction of the Roads Department.
14. That an updated site plan be submitted to the Town of Erin with required changes outlined in the comments from the Town of Erin dated May 26, 2016.

B. Conditions required to be met prior to securities being released).

1. That 15 percent of the total amount of the original value of the posted securities be held back for a one-year period from the date of the Town's final inspection. In the event that in the opinion of the Chief Building Official of the Town, construction on the site is substantially discontinued and the site becomes a hazard to public safety part or all of the securities may be used by the Town to cover the cost of site restoration to be done to the satisfaction of the Chief Building Official.
2. That the owner will submit as-built drawings confirming that the grading and stormwater management facilities have been installed in accordance with the approved Drawings and Stormwater Management Report prior to the release of any securities.
3. That for all undeveloped or phased areas of the site that ground cover be established prior to release of any securities.
4. That all padmount electrical transformers be screened from public view with appropriate landscaping to the satisfaction of the Town and Hydro Authority.
5. That all external refuse containers be fully screened with material compatible to the main structure and be maintained in good repair.
6. That on-site lighting not impinge on adjacent lands and be directed away from nearby residences.
7. That the applicant acknowledge that the site plan approval does not constitute approval of any signage that may be shown on the plans and that the applicant is required to obtain sign permits from the By-law Enforcement and Licensing Section of the Building Services Department for all signage on the subject site.
8. That any proposed wood fence be constructed of pressure treated pine or western red cedar with all hardware being galvanized.
9. That all conditions of this Site Plan approval shall have been complied with prior to the 30th of June in the second year following the issuance of the building permit failing which Town staff may proceed to draw on the securities to complete all outstanding site plan conditions.
10. That for all designated handicapped parking spaces, the applicant will ensure the provision of appropriate pavement markings as well as the installation of the standard Town signage for each handicapped parking space.

Appendix II - Proposed Building



LEGEND:

- (395.70) - PROPOSED ELEVATION
- 401.80 - EXISTING ELEVATION
- SLOPE
- DIRECTION OF FLOW
- PERFORATED PIPE
- TP1 - TEST PIT (CMT)
- ⊙ - WELL
- AREA OF SAND
- AREA OF STONE
- TREE
- TREELINE

CALL BEFORE YOU DIG

THE LOCATION OF SERVICES ON THIS DRAWING ARE ONLY APPROXIMATE AND BASED ON SURFACE FEATURES LOCATED AT THE TIME OF THE TOPOGRAPHIC SURVEY. PRIOR TO ANY CONSTRUCTION IT IS THE RESPONSIBILITY OF THE CONTRACTOR/BUILDER TO ENSURE THE EXACT LOCATION OF ALL UTILITIES.

ZONING: INDUSTRIAL (M2)

MINIMUM LOT AREA = 0.4ha
 MINIMUM LOT FRONTAGE = 30m
 MINIMUM FRONT YARD = 7.5m
 MINIMUM INTERIOR SIDE YARD = 3.0m
 MINIMUM REAR YARD = 7.5m
 MAXIMUM LOT COVERAGE = 40%
 MINIMUM LANDSCAPED/OPEN SPACE = 20%
 MAXIMUM BUILDING HEIGHT = 11.0m
 PARKING - 1 SPACE PER 100 SQ. M.

SEWAGE SYSTEM DESIGN NOTES:

(Refer to Van Harten Surveying Inc. design report for material, construction, inspection and other details)

Q = 750 L/Day
 T = 30 min/cm

Septic Tank Size = 4,500 L (Effluent filter and risers required)
 Leaching Bed Area = (8.0 m x 20.0 m) = 160 m²
 Distribution Pipe Length = (6 runs of 20.0 m) = 120 m

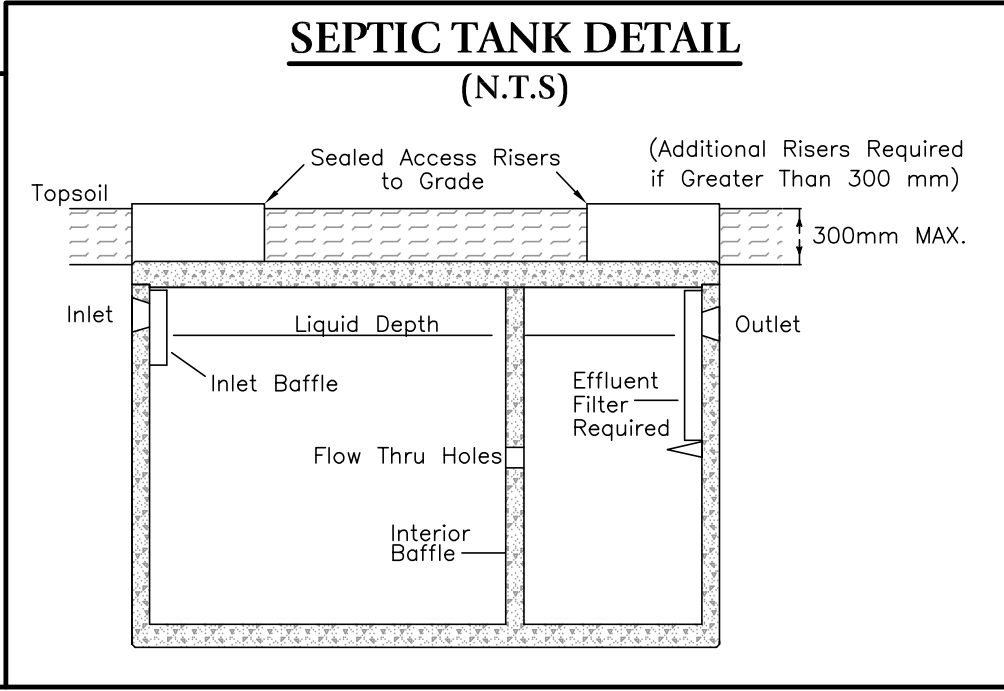
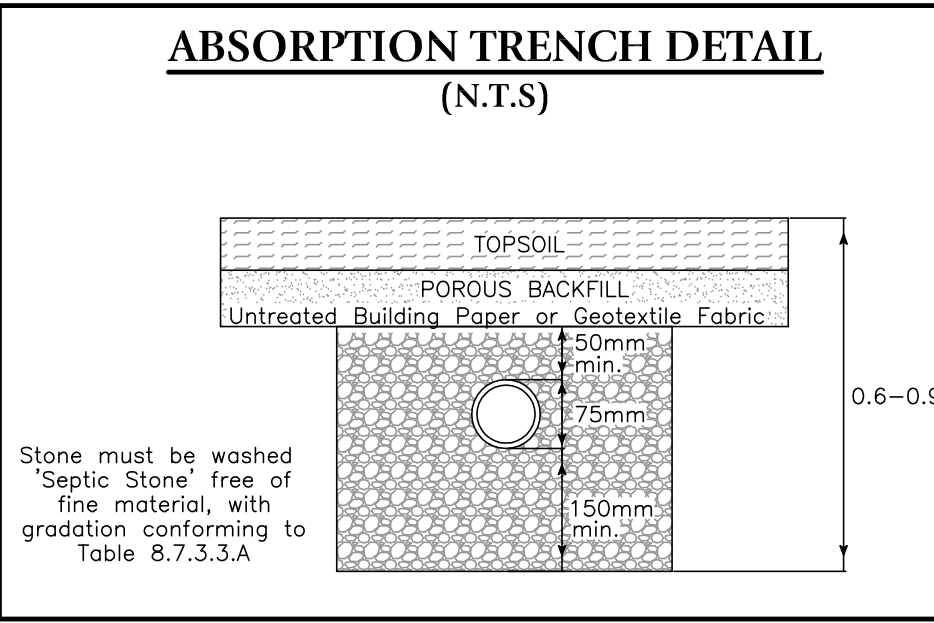
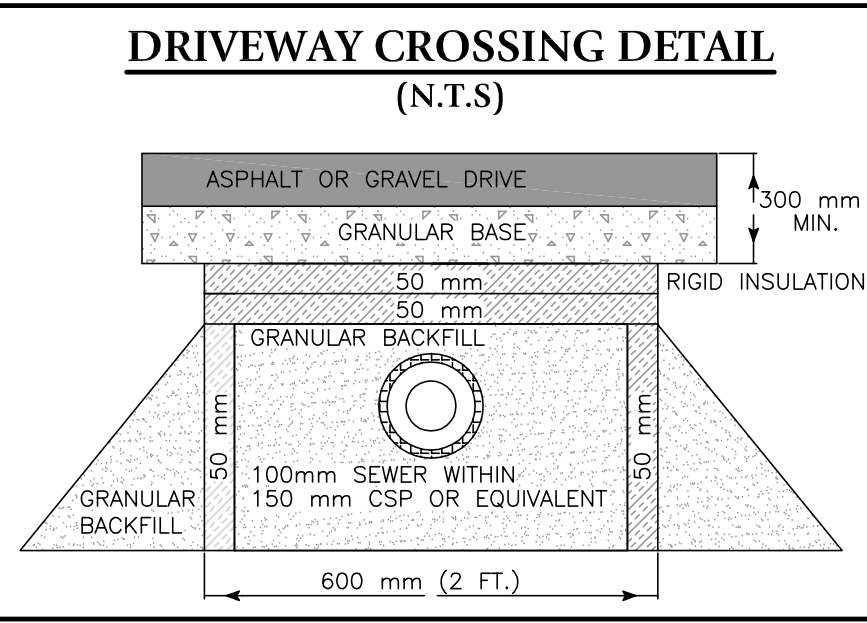
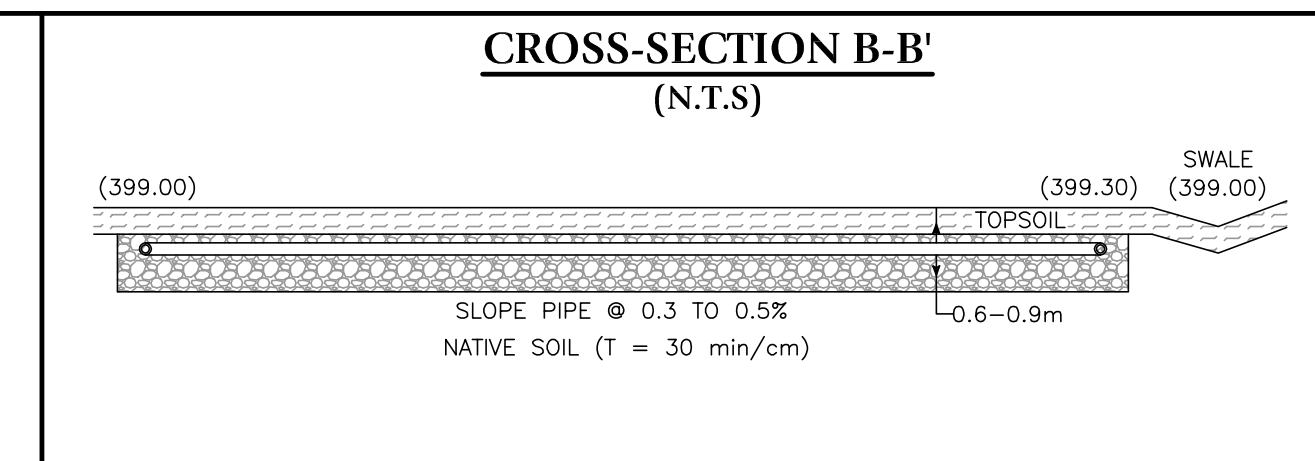
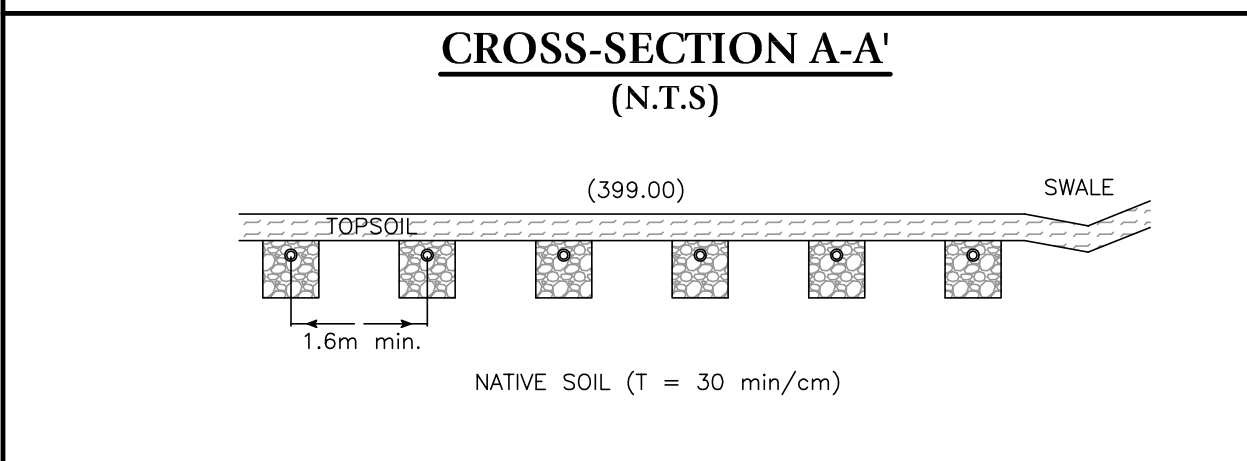
LOT DEVELOPMENT PLAN AND SEWAGE SYSTEM DESIGN FOR:

PART OF BLOCK 7, REGISTERED PLAN 814
VILLAGE OF ERIN,
TOWN OF ERIN,
COUNTY OF WELLINGTON

NO.	REVISION	BY	DATE

DRAWING REVISION SCHEDULE

PREPARED FOR: GAMCO HOLDING LTD.
 PROJECT No. 23336-15
 DRAWING SCALE 1 : 400



CAUTION:

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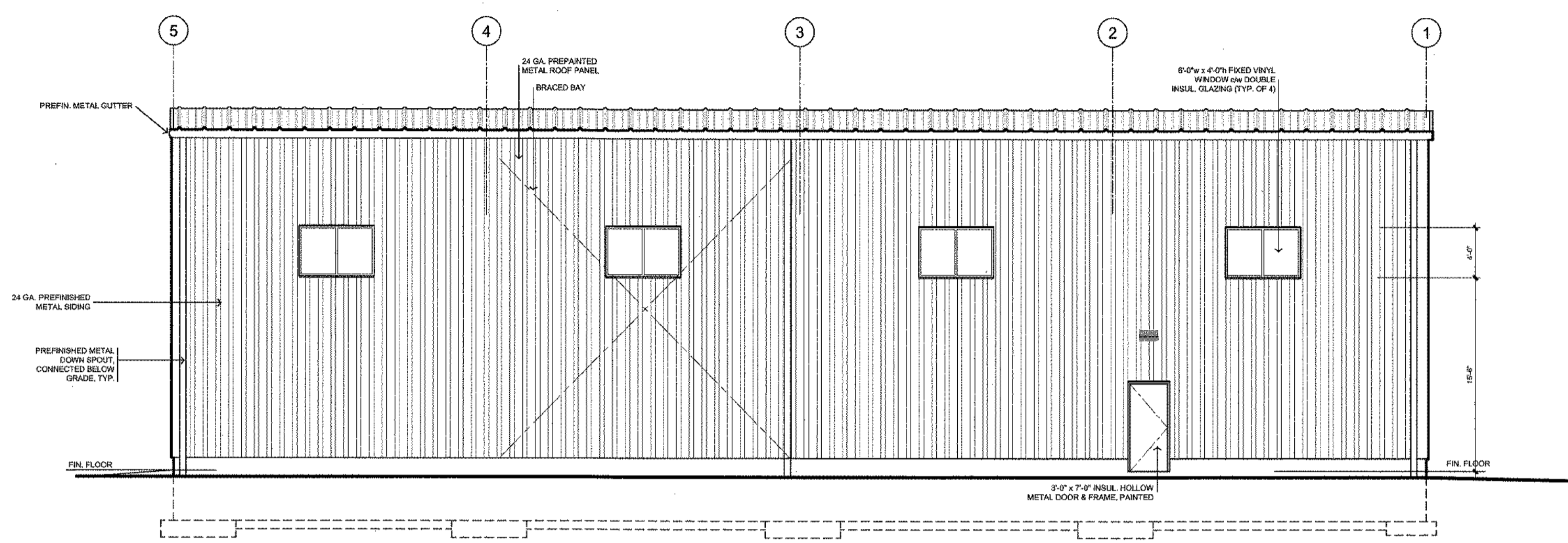
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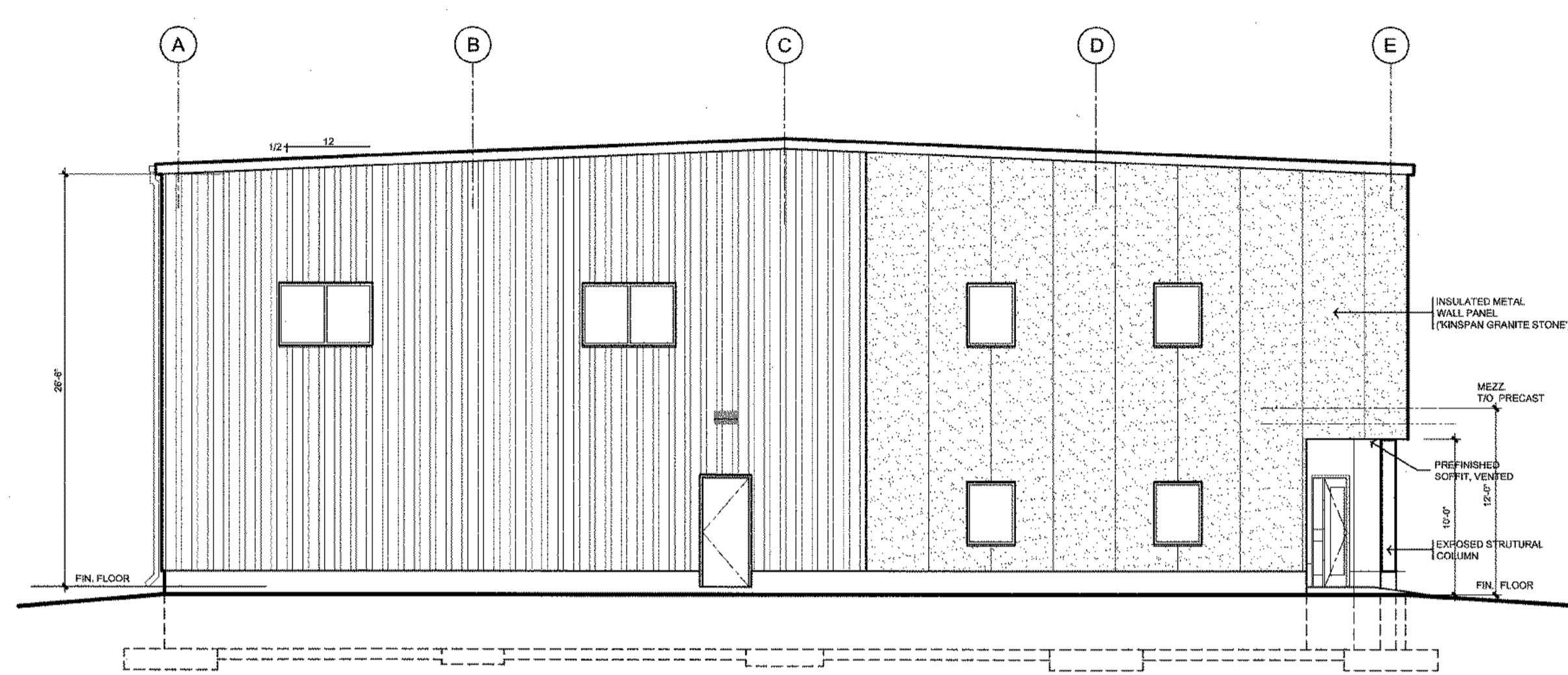
DRAWN BY: JMD | DESIGN BY: JMD | CHECKED BY: JMD

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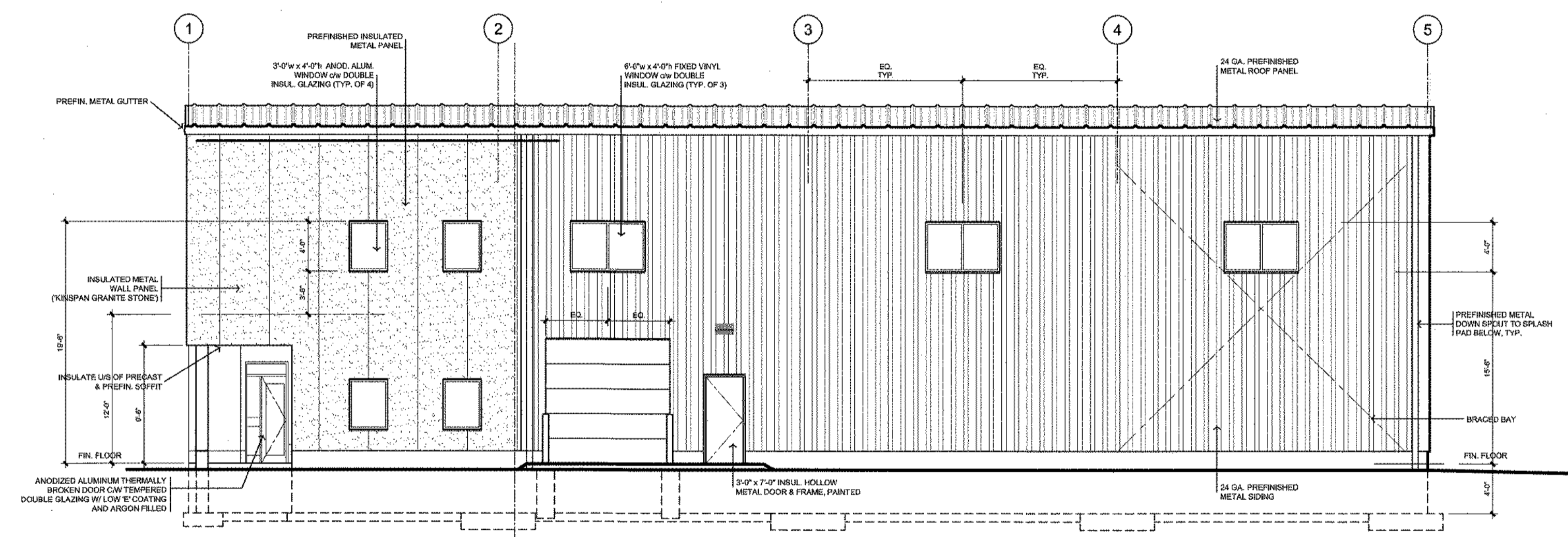
No.	Date	Revision
1.	APR. 22 2016	ISSUED FOR PERMIT
2.	APR. 28 2016	ISSUED FOR PERMIT



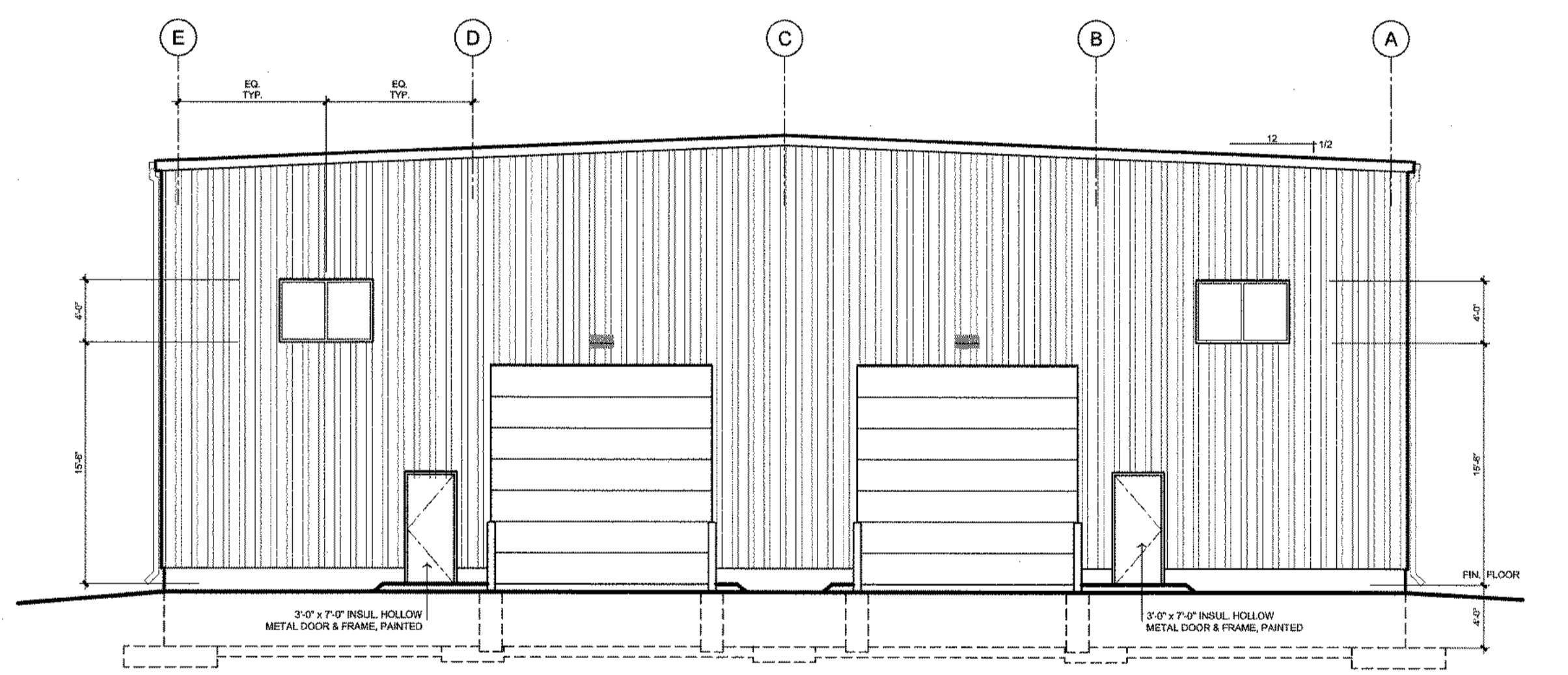
SIDE (EAST) ELEVATION
SCALE: 1/8" = 1'-0"



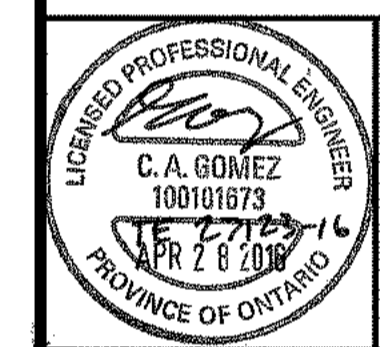
FRONT (NORTH) ELEVATION
SCALE: 1/8" = 1'-0"



RIGHT SIDE (WEST) ELEVATION
SCALE: 1/8" = 1'-0"



LEFT SIDE (SOUTH) ELEVATION
SCALE: 1/8" = 1'-0"



TACOMA
ENGINEERS

176 Speedvale Avenue West
Guelph, Ontario N1H 1C3
Tel: 519.763.2000 Fax: 519.824.2000
www.tacomaengineers.com

Client	GAMCO HOLDINGS INC. ERIN, ONTARIO	
Tenant	GAMMA CONSTRUCTION ERIN PARK DRIVE ERIN, ONTARIO	
Project Title	NEW INDUSTRIAL BUILDING ERIN PARK DR., TOWN OF ERIN, ONT.	
Drawing	BUILDING ELEVATIONS	
Scale	1/8" = 1'-0"	Dwg. #
Date	MAR. 2016	A3
Drawn By	KH	
Project No.	TE-27 123-15	



Staff Report

Report #: BD2016-17

Date: June 7, 2016

Submitted By: Carol House – Chief Building Official

Subject: Building Permit Activity Report

Recommendations:

Be it resolved that Council hereby receives Building Department Building Activity Report dated June 7, 2016 for information.

Background:

Overall the building permit numbers this year are up over last year's numbers. For the month of May, we have issued 43 permits, 6 of which were for new housing starts. Building permit construction values are up when compared to the same time last year and building permit fees are similar when compare to the same time last year.

See attached appendices for full breakdown of the comparison of the 2016 building permit activity vs. 2015 building permit activity.

Financial Impact:

None

Communications Plan:

To be presented at a regular council meeting for information

Appendices:

Appendix I – Building Permit to Date – May 2016
 Appendix II – Monthly Comparison – May 2016

Appendix I - Permit to Date

Town Of Erin

Permit Comparison Summary

May

Issued For Period **MAY 1,2016** To **MAY 31,2016**

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Accessory Building						
Deck	0	0.00	0.00	10	2,672.21	83,000.00
Pool	1	200.00	20,000.00	3	600.00	145,000.00
Accessory Building - Residential						
Accessory Building - Residential	5	2,276.53	72,000.00	5	4,407.59	235,000.00
Change of Use						
Change of Use	0	0.00	0.00	2	1,310.90	202,000.00
Commercial						
Commercial - Major renovation	1	750.00	50,000.00	0	0.00	0.00
Demolition						
Demolition Permit	0	0.00	0.00	2	400.00	45,000.00
Farm Building						
Farm Building - Addition/renovation	0	0.00	0.00	1	319.68	20,000.00
Farm Building - New	2	960.00	40,000.00	1	3,168.00	115,000.00
Industrial						
Industrial - Major	1	750.00	106,000.00	1	2,000.00	2,000,000.00
Residential						
Residential - Major	1	2,000.00	178,000.00	2	4,000.00	195,000.00
Residential - Minor	1	200.00	15,000.00	1	200.00	8,000.00
Residential - New						
Residential -SDR	7	30,692.58	4,074,000.00	6	16,161.68	3,550,000.00
Septic Permit						
Septic Permit	9	4,500.00	0.00	7	3,000.00	10,000.00
Tent						
Tent	2	400.00	0.00	2	400.00	5,000.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	30	43
Total Dwelling Units Created	7	6
Total Permit Value	4,555,000.00	6,613,000.00
Total Permit Fees	42,729.11	38,640.06
Total Compliance Letters Issued	4	8
Total Compliance Letter Fees	300.00	600.00

Town Of Erin

Permit Comparison Summary

Issued For Period **MAY 1,2016** To **MAY 31,2016**

Total

110

3

Permit Charge	Amount
Accessory Building - Residenti	4,407.59
Change of Use	1,310.90
Deck	2,672.21
Demolition Permit	400.00
Farm Building - Addition/renov	319.68
Farm Building - New	3,168.00
Industrial - Major	2,000.00
Pool	600.00
Residential - Major	4,000.00
Residential - Minor	200.00
Residential -SDR	16,161.68
Septic Permit	3,000.00
Tent	400.00
Total	38,640.06

Town Of Erin

Permit Comparison Summary

Issued For Period **JAN 1,2016** To **MAY 31,2016**

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Accessory Building						
Deck	2	757.24	30,000.00	11	3,064.48	98,550.00
Pool	3	600.00	110,000.00	4	800.00	220,000.00
Accessory Building - Residential						
Accessory Building - Residential	9	6,496.51	249,000.00	15	10,418.17	517,000.00
Change of Use						
Change of Use	0	0.00	0.00	4	2,260.90	207,050.00
Commercial						
Commercial - Major renovation	4	5,500.00	135,778.00	1	2,000.00	30,000.00
Commercial - Minor renovation	0	0.00	0.00	1	750.00	20,000.00
Demolition						
Demolition Permit	0	0.00	0.00	5	1,000.00	50,100.00
Farm Building						
Farm Building - Addition/renovation	2	2,057.60	487,500.00	3	1,819.68	140,000.00
Farm Building - New	4	2,629.20	116,300.00	3	4,906.20	221,000.00
Industrial						
Industrial	0	0.00	0.00	2	0.00	620,000.00
Industrial - Major	2	7,070.00	506,000.00	2	3,417.50	2,160,000.00
Institutional						
Institutional - Minor	0	0.00	0.00	1	750.00	25,000.00
Residential						
Residential - Major	10	17,000.74	1,818,000.00	8	18,473.31	1,025,000.00
Residential - Minor	2	350.00	25,000.00	7	1,472.39	109,200.00
Residential - New						
Residential -SDR	12	47,633.81	6,592,000.00	16	43,374.37	7,520,000.00
Septic Permit						
Septic Permit	20	9,575.00	0.00	22	10,500.00	63,500.00
Septic Permit - Class 2	0	0.00	0.00	1	500.00	0.00
Septic Permit - Tank Replacement	1	200.00	0.00	4	800.00	11,000.00
Tent						
Tent	2	400.00	0.00	2	400.00	5,000.00

Town Of Erin

Permit Comparison SummaryIssued For Period **JAN 1,2016** To **MAY 31,2016**

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	73	112
Total Dwelling Units Created	12	15
Total Permit Value	10,069,578.00	13,042,400.00
Total Permit Fees	100,270.10	106,707.00
Total Compliance Letters Issued	11	33
Total Compliance Letter Fees	825.00	2,475.00

<u>Permit Charge</u>	<u>Amount</u>
Accessory Building - Residenti	10,418.17
Change of Use	2,260.90
Commercial - Major renovation	2,000.00
Commercial - Minor renovation	750.00
Deck	3,064.48
Demolition Permit	1,000.00
Farm Building - Addition/renov	1,819.68
Farm Building - New	4,906.20
Industrial	0.00
Industrial - Major	3,417.50
Institutional - Minor	750.00
Pool	800.00
Residential - Major	18,473.31
Residential - Minor	1,472.39
Residential -SDR	43,374.37
Septic Permit	10,500.00
Septic Permit - Class 2	500.00
Septic Permit - Tank Replaceme	800.00
Tent	400.00
Total	106,707.00



Staff Report

Report #: BD2016-18

Date: June-7-16

Submitted By: Carol House – Chief Building Official

Subject: Demolition Report – 5197 Fourth Line, Concession 5 Part Lot 8 & 9

Recommendations:

Be it resolved that Council hereby receives Building Department Demolition Report, dated June 7, 2016, regarding the application for demolition permit to demolish a single residential dwelling located at 5197 Fourth Line, Town of Erin, Assessment Roll No. 23 16 000 004 00600 0000

AND THAT Council hereby approves the issuance of the demolition permit.

Background:

Bylaw 05-57 designates the Town of Erin as an area subject to demolition control in accordance with Section 33 of the Planning Act, 1990. As noted in Section 1 of the bylaw, “no person shall demolish or otherwise remove the whole or any part of any residential property in the Town of Erin unless that person is the holder of a demolition permit issued for that residential property by the council for the Corporation of the Town of Erin under Section 33 of the Planning Act, 1990.”

Proposed Demolition:

The owner has applied for a demolition permit to demolish and remove one house. The property is zoned for two single family dwelling and the owner does not plan to apply for a new dwelling to replace the demolished one.

Information:

The demolition permit application was received May 30, 2016.

Property Information:

Owner: A & A Family Farms Ltd

Legal Description: Concession 5 West Part Lot 8 & 9

Assessment Roll No.: 23 16 000 004 00600 0000

Zoned: Agricultural (A-101) Zone with special provision to allow for a second dwelling and Rural Environmental Protection (EP2) Zone

Financial Impact:

None

Consultation:

Council

Communications Plan:

Through regular council meeting

Conclusion:

The Building Department has no objection to the demolition application.

Appendices:

Appendix I – Site plan showing houses to be demolished

Appendix II –photos of houses proposed to be demolished

Appendix I – Site plan showing houses to be demolished



Appendix II –photos of house one proposed to be demolished

Front Elevation



Rear Elevation



Side 1 Elevation



ERIN FIRE & EMERGENCY SERVICES

Monthly Fire Report



REPORT MONTH:		APRIL 2016											
		ERIN STATION #10				HILLSBURGH STATION #50				EAST GARAFRAXA			
		Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly	Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly	Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly
F I R E:	Type not specified:												
	Structure:			1		1	2	2	\$0			1	
	Vehicular:		1	1			1	1					
	Grass, Rubbish, etc:	2	3	1	\$0	1	1	4					
	Other:		2	5			2	2		1	2	1	\$0
		Mthly TTL	2016 YTD	2015 YTD		Mthly TTL	2016 YTD	2015 YTD		Mthly TTL	2016 YTD	2015 YTD	
	Medical Assist:	7	29	22		8	24	21		1	1	1	
	Motor Vehicle Collision:	2	4	7			2	4			4	5	
	Erin/Hillsburgh Assist	1	3	8		1	1	2					
	Mutual Aid:		1			1	2	2					
	C.O. Calls:	1	3	1			1	4					
	False Alarms:												
	Alarm Activation:	4	13	4			2	5				2	
	Standby/Assist to Other Depts:												
	Burning Complaints:												
	Incorrect Pages:							1					
	Other:	1	6	4			6	2				1	
	TOTALS:	MTHLY	2016 YTD	2015 YTD		MTHLY	2016 YTD	2015 YTD		MTHLY	2016 YTD	2015 YTD	
		18	65	54		12	44	50		2	7	11	
	Estimated Total \$ Loss Due to Fire:		\$6,500	\$22,000			\$525,000	\$125,000		\$0	\$0	\$0	

Respectfully submitted, *Dan Callaghan* Fire Chief



Staff Report

Report #: 2016-6A
Date: June-7-16
Submitted By: Gail Broadfield, Deputy Treasurer
Subject: Approval of Accounts

Recommendations:

Be it resolved that Council receives the Deputy Treasurer's Report #2016-6A on "Approval of Accounts".

Background:

Invoices in the amounts listed below have been authorized for payment by Department Heads, or their designates, and entered for payment as follows:

Cheque Listing	#1099	\$	259,220.70
Manual Cheque Listing			
Online Internet Payments	#1098	\$	3,594.41
	#1099	\$	2,886.90
TOTAL		\$	<u>265,702.01</u>

LARGER PAYMENTS

Cheque #49796 \$159,217.00 Strongco – 2016 Case Wheel Loader
 Cheque #49771 \$12,147.50 Mobil Services – Road Sweeping

Financial Impact:

The accounts, as listed, will be paid as submitted.

Consultation:

Department Heads and CAO.

Communications Plan:

Regular report to Council.

Conclusion:

That Council receives the report from the Deputy Treasurer regarding the payment of the Accounts.

Appendices:

N/A



Staff Report

Report #: 2016 – 04C

Date: June-7-16

Submitted By: Dina Lundy, Clerk

Subject: Compliments and Complaints Policy & Procedure

Recommendations:

Be it resolved that Council hereby receives and approves the Compliments and Complaints Policy & Procedure report and authorizes staff to implement the policy and place it on the Town's website.

Background:

At a recent Council meeting, Council received a letter from a member of the public regarding the Town's complaint process, and directed that staff list the complaint process on the website. Although the Town has an informal complaint process and provides a feedback form in person and on the website, staff felt the Town and residents would benefit from the establishment of a more formal complaint process.

Research of other municipalities' related documentation took place. CAO Kathryn Ironmonger met with Woolwich Township at the recent OSIM conference and they were extremely helpful in providing their documentation to assist us, and using this documentation as a template, adaptations were made to relate the policy and process to the Town of Erin.

The policy encourages all feedback that the public wishes to share, including both positive feedback as well as complaints. It would be beneficial to realize the successes as well as challenges that we need to improve on. In addition, a system will be put in place to track all feedback and progress as continuous improvement.

The implementation of a formal compliments and complaints process will also respond to the Town's requirement to establish a process for receiving and responding to feedback about the manner in which it provides goods and services to persons with disabilities, and ensure that these processes are accessible in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Currently, the Town has a process in place, however the new

proposed policy would expand the scope of the feedback to apply across the departments and services.

Financial Impact:

None

Consultation:

Woolwich Township

Communications Plan:


This policy and procedure will be posted on the Town's website and communicated as well through our Social Media.

Conclusion:

That Council adopt the policy.

Appendices:

Compliments and Complaints Corporate Policy & Procedure
Intake Form

CORPORATE POLICY & PROCEDURE		Policy No.: 2016 - Pages: Effective Date: June 2016 Supersedes: N/A
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SECTION: Public Relations

SUBJECT: Compliments and Complaints

PURPOSE

The purpose of this policy is to address any public comments regarding the administration of the Town of Erin.

DEFINITIONS

Complaint is defined as an expression of dissatisfaction relating to a Town of Erin program, service, facility or staff member.

Compliment is defined as an expression of approval for a Town of Erin program, service, facility or staff member.

Enquiry is defined as a general or specific request for information regarding a Town of Erin program, service or facility.

Feedback or Suggestion is defined as an expression of interest in a Town of Erin program, service or facility or an idea submitted to the Town with the aim of improving Town programs, services or facilities.

Request for Service is defined as a request made by a resident for a specific service. For example, a request for services may include a request that the Town repair a street surface, report an issue relating to municipal water services, report damage to a Town facility or park, or report a lost/found dog.

POLICY SCOPE

This policy applies to all complaints, compliments, feedback and suggestions received from members of the public regarding all administrative actions and functions of the Town of Erin.

Enquiries and requests for service made by residents should be resolved at the point of service delivery.

POLICY STATEMENT

The Town of Erin is committed to continuous improvement and open communication with the public in an approach where all complaints are dealt with fairly in a respectful, transparent manner, and as quickly as possible.

POLICY REQUIREMENTS

Submitting a Compliment, Complaint, Feedback or Suggestions

All public comments are encouraged to be submitted to the Town in writing. Individuals will be asked to submit the following information:

- Details of what happened;
- Where did it happen;
- When did it happen;
- Who was involved;
- What was said or done;
- What kind of resolution is being sought, if any;
- Contact information of the individuals submitting the intake form.

The Town of Erin requests that individuals include their contact information when submitting compliments, complaints, feedback and suggestions to the Town. This will allow staff to follow up with the individual, if necessary. All written submissions will be dealt with in a confidential manner in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

An Intake Form is provided on the Town of Erin website. This same form may be used for submitting compliments, complaints, feedback or suggestions.

Acknowledgement of Receipt

All complaints, compliments, feedback and suggestions received by the Town should receive an acknowledgement of receipt within 24 to 48 hours during regular business days. If an intake form is received on a weekend or holiday, receipt should be acknowledged by 4:30 PM on the next business day.

If the individual has requested a response or resolution to a matter, then the acknowledgement of receipt should indicate an estimate timeline for further follow up and an indication of the what next steps may be expected.

Monitoring, Tracking and Reporting

All compliments, complaints, feedback and suggestions will be recorded and tracked upon receipt. All action, in writing or by telephone/voicemail, discussion and resolution of any matter will be included as part of this electronic record.

Complaint and feedback records will be needed for regular review and analysis to identify recurring issues and to improve customer service and satisfaction. Annually, the number of complaints/feedback, type of complaints/feedback and number of resolved complaints may be included in a public report to Council. All personal information collected in carrying out this policy will be dealt with in a confidential manner in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.



Compliments & Complaint Intake Form

Contact information

Notice of Collection:

The personal information collected on this form is collected under the authority of the Municipal Act, and will be used to investigate and/or follow up on the feedback you have submitted to the Town.

If you have any questions regarding this process please contact Dina Lundy, Clerk at (519) 855-4407 ext. 233 or by email to dina.lundy@erin.ca

1.	First Name:	
2.	Last Name:	
3.	Address:	
4.	Town/City:	
5.	Prov. & Postal Code:	
6.	Email address:	
7.	Telephone Number:	
8.	Are you a ?	✓
	Resident (including property owners and tenants)	
	Business Owner	
	Community Organizer	
	Vendor	
	Contractor	
	Visitor/Tourist	
	Other (please specify)	
9.	Please indicate how you would like us to contact you regarding your submission:	
	Email	
	Phone	
	Mail	
	Other (please specify)	

Details:		
10.	Please select the item you're submitting:	
	Compliment	
	Complaint	
	Feedback/Suggestion	
	Other (please specify)	
11.	Please indicate which department(s) or locations(s) were involved:	
		✓
	Accessibility	
	Building Department	
	By-Law Enforcement	
	Chief Administrative Office	
	Clerks (Council & Information Services)	
	Corporate Communications	
	Council	
	Customer Service	
	Economic Development & Tourism	
	Fire & Emergency Services	
	Finance	
	Planning	
	Recreation & Facilities Services	
		Ballinacfad Community Centre
		Centre 2000
		Hillsburgh Community Centre
	Public Works	
		Roads
		Water
	Parks	
		Barbour Field
		Hillsburgh Historic Park
		McMillan Park
		Victoria Park
	Website	
	Other (please specify)	
12.	Details of what happened (please be as detailed as possible:	

13.	What type of contact or interaction did you have?																
	<table border="1"> <tr> <td>Visit to the Town office</td> <td></td> </tr> <tr> <td>Telephone Conversation</td> <td></td> </tr> <tr> <td>Email exchange</td> <td></td> </tr> <tr> <td>Written Correspondence</td> <td></td> </tr> <tr> <td>On-site Inspection/Visit</td> <td></td> </tr> <tr> <td>Public Meeting</td> <td></td> </tr> <tr> <td>Site Visit by Enforcement Staff</td> <td></td> </tr> <tr> <td colspan="2">Other (please specify)</td> </tr> </table>	Visit to the Town office		Telephone Conversation		Email exchange		Written Correspondence		On-site Inspection/Visit		Public Meeting		Site Visit by Enforcement Staff		Other (please specify)	
Visit to the Town office																	
Telephone Conversation																	
Email exchange																	
Written Correspondence																	
On-site Inspection/Visit																	
Public Meeting																	
Site Visit by Enforcement Staff																	
Other (please specify)																	
14.	Where did it happen?																
15.	When did it happen?																
16.	Who was involved? Who witnessed it?																
17.	What was said or done?																
18.	What kind of resolution is being sought?																
19.	Attachments: (letters, emails, photos, etc.)																
20.	Would you like to be contacted for follow up?																
	<table border="1"> <tr> <td>Yes:</td> <td></td> <td>No:</td> <td></td> </tr> </table>	Yes:		No:													
Yes:		No:															

21.	As an organization we are always trying to continuously improve. Do you have a suggestion for how we can improve a service or program?
22.	Please provide any additional comments:



ERIN ECONOMIC DEVELOPMENT COMMITTEE (EEDC)

Minutes of the April 13, 2016 Meeting

7:00-9:00pm

Town of Erin – George Root Conference Room

Attending: Maria Britto (Chair), Jamie Cheyne (Vice Chair), Keith McKinnon, David Spencer, Dave Doan, Ex-Officio: Mayor Allan Alls, Councillor Rob Smith,,

Regrets:, John Gainor, Jim Boyd

Staff Support: Robyn Mulder, Economic Development Officer

1. **Opening Welcome** – Chair Maria Britto
2. **Approval of the Agenda**
 Moved by: Keith McKinnon
 Seconded by: Jamie Cheyne
 That the EEDC approves the agenda of April 13, 2016 meeting as presented. CARRIED
3. **Declaration of Conflict and Interest Therein**
 None
4. **Adoption of the Minutes**
 Moved by: Rob Smith
 Seconded by: David Spencer
 That the EEDC approves the minutes of the February 9th, 2016 meeting as presented.
5. **RTO6 - Central Counties Tourism (RTO6) Presentation** (see attached)
 Chuck Thibeault – Executive Director
 Jo Fillery – Field Manager, Headwaters region
 Tamara Stefek – Field Consultant, Headwaters region
 Chuck gave the committee a rundown of Central County initiatives and partnership grant opportunities which include:
 - Content/video development, RTO6 will give \$2 for every \$1 the Town spends
 - Tourism Wayfinding Signage, RTO6 will give \$1 for every \$2 the Town spends
 - Integrated Trails system, RTO6 will match \$1 for every \$1 the Town spends

- Large Event Management/ Tourism Driver, RTO6 will match \$1 to every \$1 the Town spends

The committee will discuss these grants at our next meeting and also look into pursuing a 4 month Community Tourism Plan in partnership with Central Counties (RTO6)

6. Business Arising

Overview of all Project Groups (10 min updates)

- 4 Season Attractions
St Patrick's Day was a success, lots of feedback and improvements can be made for next year. Feast of Hops may be incorporated into next year's programming.
Doors Open Erin organisation is well underway with 11 sites, clustered in Hillsburgh and Erin. A local brochure is being created, signs have been ordered, Ontario website is complete and site interpretation sheets are being put together with the help of Donna Revell.
- Downtown Revitalisation
Portable washrooms have been ordered for the Erin downtown from May 27 to Oct 11, 2016, they will be placed in McMillans park, we will need electricity and signage.
A business Information sheet is being circulated to businesses to gather information so we can update our business directory and data inventory.
- Advertising and Website
David Spencer will be looking at our website functions and making a list of possible streamlining capabilities.
- Case Studies – University of Waterloo
We have our 4 chosen studies and final drafting is being done before sending off to the University of Waterloo as the deadline of May 5th is fast approaching.

7. New Business

Fantastic news for the Town of Erin, Guardian Building has been sold – Pintar, a paint accessory manufacturing company. Resumes are coming in and business people in the community are coming forward to offer their services.

Erin Rotary Riverwalk Feasibility study is moving ahead with a full day of Stakeholder interviews on April 20th, followed by two Public Open House meetings, Erin April 27th and Hillsburgh April 28th.

IPM update – The Town of Erin have a 1000sq ft booth at this event. Town of Erin businesses, artisans and farmers will be creating an interactive and fun display to showcase the best of the Town of Erin. More info to follow.

EA (Environmental Assessment) update on sewer and town growth. Mayor Alls informed us that we are entering the 3rd of 5 stages. All 5 stages of the process are necessary for government compliance and grant opportunities and are to be completed by the end of this council's office

term. It will show us where and how much growth our water ways can handle and where this growth should occur.

9. **Adjournment** 9.05pm

Moved by: Jamie Cheyne

Seconded by: Robyn Mulder

That the meeting be adjourned until Wednesday May 11th, 2016 at 7pm in the George Root Conference Room, Town of Erin.



ERIN ECONOMIC DEVELOPMENT COMMITTEE (EEDC)

Minutes of the May 10, 2016 Meeting, 7:00-9:00pm

Town of Erin – George Root Conference Room

Attending: Jamie Cheyne (Vice Chair), Keith McKinnon, David Spencer, Dave Doan, Councillor Rob Smith

Regrets: Maria Britto (Chair), John Gainor, Jim Boyd, Ex-Officio: Mayor Allan Alls

Staff Support: Robyn Mulder, Economic Development Officer

1. **Opening Welcome** – Jamie Cheyne (acting Chair)

2. **Approval of the Agenda**
 Moved by: David Spencer
 Seconded by: Keith McKinnon
 That the EEDC approves the agenda of May 10, 2016 meeting as presented. CARRIED

3. **Declaration of Conflict and Interest Therein**
 None

4. **Adoption of the Minutes**
 Moved by: Rob Smith
 Seconded by: Keith McKinnon
 That the EEDC approves the minutes of the April 13, 2016 meeting as presented.

5. **Business Arising:** Overview of all Project Groups (10 min updates)
 - **4 Season Attractions** – Doors Open / RCMP / IPM
 Doors Open is in final stages, local brochure is being completed this week ready for distribution. Site Interpretation sheets for each site are being finalised with Donna Revell. 2 meetings have been set May 25 and 27 for site participants to collect their signs and to have last minute questions answered. Robyn will be presenting the Doors Open initiative to council on May 17.
 RCMP, the town will be playing a support role. Collaborative advertising has begun.
 IPM (International Ploughing match) needs to be 85% organised by the end of June. We will be using the “Where Urban Style meets Country Charm” slogan to

showcase what the Town of Erin has to offer residents and visitors of the ploughing match.

- **Downtown Revitalisation**

A more reasonable pricing structure was established which will give the Town of Erin 2 more weeks use of the washroom facility in McMillans park. Signage has been ordered and a location has been decided on.

- **Advertising and Website**

Advertising is ongoing, Doors Open will go in Country Routes and RCMP will be featured in the summer addition of "In the Hills". Our local brochure is hot off the press and will be distributed to all Ontario Travel centres possibly in partnership with the County of Wellington to save on costs, we are also looking into GTA distribution currently.

- **Case Studies**

A group of us travelled to the University of Waterloo last Thursday for the year one students to present their Case Study findings to us. They were great and a lot of work and creative ideas were put forward. Our focus group will now see what we can use to move forward in this community.

6. 8.15pm: **New Business** (5-10 min updates)

- Erin Rotary Riverwalk and Trails update

A trails committee has been formed and their first meeting will be held on Wednesday May 18th at 6.30pm. This committee will fit in nicely with the work that is being done on the Rotary Riverwalk study.

- Home & Lifestyle Show

The Town of Erin Economic Development department had a booth at the show alongside the County of Wellington, it was a huge success. Robyn spoke to at least 50 vendors and gathered business information which will be used to update the Town of Erin business directory.

7. **Other Business**

- HELG update – HELG gala was held at the Best Western, Orangeville. Robyn will be exploring options of how the Town of Erin can become more involved with this organisation.

8. **Roundtable**

9. **Adjournment**

10. **Next Meeting Date** Wednesday June 8, **6pm start**

**Let's Get Hillsburgh Growing Committee
Minutes
April 21, 2016**

Present: Lloyd Turbitt, Raissa Sauve, Jeff Duncan, Donna Revell, Jamie Cheyne, Liz Ewasick, Ruth Maddock, Jackie Turbitt, Grace Lush
Guests: Karen Danby, Luke Sauve

1) Minutes: March 17, 2016

Motion: 1-04-2016: Minutes

Moved by Raissa Sauve and seconded by Ruth Maddock: Be it resolved that the minutes of the LGHG Committee meeting of March 17, 2016 be adopted as circulated. Carried.

2) Accounts:

Motion: 2-04-2016: Accounts

Moved by Jamie Cheyne and seconded by Jackie Turbitt: Be it resolved that accounts in the amount of 2798.14 (list attached) be paid. Carried.

These are \$86.14 to Donna for envelopes, labels and stamps for the flower donation letters and \$2712.00 for the payment of the invoice from Brodie Ltd. for 24 unpainted metal street signs.

3) Flower baskets and planters for 2016:

Donation letter: Letters have all been delivered.

Donations received: A total of \$3577.20 has been received so far.

Action: Jackie & Donna will review the list of businesses that were sent letters in mid-May and prepare a list of which ones need to be personally contacted.

4) Fundraising events & projects:

Spirit of the Hills Arts, Crafts & Desserts Sale on Saturday June 11:

Liz is contacting local artists and crafts people. Has 2 people confirmed.

There is room for 8 – 10 tables. The charge is \$20.00 per table.

Action: If committee members know of any artists or craft people who would be interested in showing at the sale have them contact Liz.

Desserts: Each dessert will need a sign with the list of ingredients.

Action: Committee members to come to May meeting with a list of people and businesses who are willing to donate desserts for the event.

Containers for desserts: Liz has researched prices of containers from several companies.

Poster: Raissa showed a draft poster for the event and asked for input regarding what information is needed on the poster.

Action: Raissa to continue working on the poster and will email it to committee members when it is ready.

Action: Jeff will have the poster printed at the Town Office when it is ready.

Action: Posters to be distributed at May meeting for posting around community.

Advertising:

Action: Donna will post event on Community Calendars in newspapers and online

Action: Donna to contact Erin Advocate for price of an advertisement in the Advocate and Orangeville Banner.

Banner: Discussion took place regarding the purchase of a long banner to hang at the fire hall.

Decision made to not purchase a banner at this time.

We will ask to use the firemen's mobile sign at the fire hall and for the event to be put on the sign board at the Town Office.

Spirit of the Hills Family Fun Day (Saturday August 20):

Poster: Raissa showed a draft poster for the event.

Action: Raissa will finish the poster when more details are finalized.

Discussion took place about possible emcees for the day, activities and vendors.

Possible emcees: Liz, Dennis from the Belwood Lions

Vendors: \$25.00 for a space (10' X 10'). Must bring their own table(s) & shade tent.

Action: If you meet/know someone who might be a vendor at the event, send their information to Jackie.

Action: Liz & Jamie to see if Creature Quest would be interested in attending with their animals.

Silent Auction: Raissa may be able to obtain a donation of two children's bicycles. If so, one will be put in the silent auction and the other one will be the prize in a draw.

Theme for this year: Superheroes

Action: Lloyd will contact the Rotary Club regarding Batman and Superman making an appearance at Family Fun Day.

2017 Community Calendar & Photo Contest:

Poster: Raissa created a poster for photo contest.

Large full-page sized posters will be posted around community. We will do a mail-out to homes and businesses in Hillsburgh in mid-June.

Sales & Promotion: Will ask local businesses if they will sell calendars for us.

Will promote contest entries and sale of calendars at LGHG events. (Arts, Crafts & Desserts; Family Fun Day; Fall Decorating Kits)

5) Publicity:

LGHG brochures have been mailed out to Hillsburgh residences and businesses.

Action: Ruth will take some brochures to the Hillsburgh Library.

6) Historical banners on arena:

Reviewed again the photos for the banners.

Action: Lloyd to take photos to banner company.

- 7) Historical Park: Lloyd attended March 30th meeting with Graham Smith, the Town of Erin Building Inspector, Ken Keeler, and Hillsburgh Lions Club members. Decision was made to immediately dismantle the wooden structure and close the park until further notice for safety reasons.
Action: Lloyd meeting with Lions Club member, Donna Muir, on April 22 regarding Lions Club's plans for the structure in the park and will report at next meeting.
- 8) Hillsburgh Entrance Signs:
 Service Club signs to be hung are Rotary Club, Optimist, Lions Club, Erin Agricultural Society, and LGHG. Have not had an answer from the Legion yet.
 Hopefully, signs will up by next meeting.
Action: Lloyd to order LGHG sign
Action: Lloyd to order the appropriate sized meshing to hold service club signs.
- 9) Metal laser-cut signs:
 Metal signs are ready for pick up.
Action: Lloyd will pick up signs from Brodie Ltd. next week.
Action: Older metal signs needing repainting will be done when weather becomes warmer.
Action: The brackets holding downtown signs will be raised 2 ft. to stop trucks hitting them.
- 10) Celebrate Erin Volunteer appreciation Event on Saturday April 23:
 All committee members will be attending. Jackie & Lloyd to receive one of the Volunteer Awards.
- 11) Erin Home & Lifestyle Show on Saturday April 20, 10am – 4 pm:
 Town of Erin has a booth and will have LGHG brochures to hand out.
- 12) Other Business & Round Table:

Public Liaison Committee:

Representatives from Town of Erin Committees and the public are needed to sit on this committee to advise and provide feedback to Council on the Town of Erin Urban Centre Wastewater Servicing Environmental Assessment. Details can be found on the web site <http://www.erin.ca/town-hall/wastewater-ea>

Lloyd has volunteer to be this committee's representative on the PLC. Donna volunteered to be the alternate.

Action: Those interested in sitting on the PLC should fill out an application and email, mail or deliver it to Town Clerk Dina Lundy.

LGHG Facebook page: Raissa reported that the LGHG page has 50 likes. She has put the photo of the new Welcome signs on the page and it has received many likes.

Town of Erin Heritage Committee:

The Heritage Committee, with the assistance of Phil Gravelle and the Wellington County Planning Department, has created a Village of Erin Walking Trail brochure that is now available at businesses in the village and the Town Office.

The Committee is now working on a Walking Tour of Hillsburgh and hopes to have it ready by Family Fun Day on August 20.

LGHG Budget: In the budget for 2016, the LGHG included a sum for hiring someone to clean up (take care of weeds, pick up garbage, etc.) the downtown area of Hillsburgh over the summer.

Action: Lloyd, Jeff and Donna to meet and formulate a job description and a posting for the position. Jeff will also check with Town staff regarding requirements of posting the position, monetary obligations, health & safety obligations etc.

New Hillsburgh Library: Lloyd reported on the April 13th meeting of the Information, Heritage & Seniors Committee held in Hillsburgh at the location of the new library. Two possible design concepts were presented by the architect from +VG Architects (The Ventin Group).

**Next Meeting:
Thursday May 26
7 pm
Town of Erin Municipal Office
5684 Trafalgar Road**

RECEIVED

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

MAY 23 2016

Minutes of Meeting

TOWN OF ERIN

Monday, April 18, 2016, 7:10 p.m.

Council Chambers

1. Meeting called to order by Chairperson Jamie Cheyne. Present: Margaret Barnstaple, Jean Denison, Jeff Duncan, and Donna Revell. Regrets: John Gainor, Paul Lewis and Bob Wilson.
2. Declaration of Pecuniary Interest. None.
3. Approval of Minutes of March 21, 2016. Moved by Donna and seconded by Jeff to accept. Carried.
4. New Members. Jean Denison was approved by Council as a new member of our Committee. Laurie Dasilva contacted Jamie. She moved here last fall, was President of Peel Condominium Corporation 607 for 17 years and is a Lead Document Controller for Hatch in Mississauga. Unfortunately she could not attend this meeting.
5. Business Arising from Minutes.
 - 5.1 Old Brisbane school. The write-up will hopefully be in this week's The Advocate. There will be a presentation by Laurie Ann Mete, daughter of Charlie Eagles (former property owner) of the old school date stone at the next daytime Council meeting on Tuesday, May 3rd. Kathleen Cooper, our school trustee will send a message. John Cook will put an ad of recognition in The Advocate. Jeff has organized 2 presentation photos, one for Laurie Ann and the other for the Town office. Hopefully some former school pupils can attend the meeting.
John and Margaret are working on Plugtown and Woodside schools respectively.
 - 5.2 Doors Open Erin June 11. Donna and Robyn Mulder have info. Donna is working on the brochures for each site. Info is also on the Town website. Donna was thanked for her efforts. Committee volunteers may be needed at each site.
 - 5.3 Committee by-laws. Not discussed this meeting. Jeff was to follow up giving the by-law to Clerk Dina Lundy.
 - 5.4 63A Trafalgar Road - Nodwell House. Owners are still interested in pursuing severance.
 - 5.5 Donna attended "Collecting Postcards" event on Sunday April 17th at 2 p.m. at Aboyne Hall, Wellington County Museum and Archives.
6. New Business
 - 6.1 Stanley Park Gates. Jeff contacted the University of Guelph landscape architecture professor Cecilia Paine who will be meeting this week to select a student(s) for the background heritage proposal. The old Stanley Park covered a huge area, from the gates by the former railway (now Elora Cataract trail) to what is now the Erin Heights Golf Club and the present trailer park lands. Members were asked to give Jeff and Jamie any information they can gather. They will then follow up with the student(s).
 - 6.2 Riverwalk. Jeff is meeting with a group who are planning a feasibility study to make a walking trail behind the downtown Erin businesses along either or both sides of the Credit River. Thoughts were

expressed such as contacting the OPP and fire officials re safety concerns. The idea goes back to the '70's and the Inksters have been supportive.

6.3 Woolen Mill Trail. Donna informed the Committee of Credit Valley Conservation's planned tree planting and clean-up of invasive vegetation on the trail from 9-12 on Saturday, May 7th. The best part will be the memorial dedication of a bench to 3 'old trail guys', Steve Revell, Bill Dinwoody and Frank Smedley.

6.4 Donna's family are purchasing a locally made bench to be put on a trail between the Orton and Orangeville-Fergus road by a huge trillium patch which Steve loved. The installation and upkeep will be done by several service clubs.

6.5 Jeff met with Phil Gravelle to discuss with him working on the proposed Hillsburgh heritage trail brochure. County and the rep Paul Pignali are fully supportive. Moved by Margaret and seconded by Donna that the TEHC requisition Phil Gravelle for a \$400.00 payment to design a downtown Hillsburgh Heritage Walking Trail pamphlet similar to the downtown Erin pamphlet. Carried.

6.6 Friends of the Greenbelt Foundation is a group which is arms length from the Government. They offer microgrants for groups doing things for the Greenbelt such as preservation and sustainability. Jeff will investigate one for trailway signage and possibly pamphlet printing, and will make other committees aware of their funding opportunities.

7. Community Heritage Organization News, Spring 2016. Jeff brought in the printed copy. Other committee members will receive their copy by email.

8. Show and tell. Donna brought in a very old and much travelled music carrybox from the Ladies Band, Erin, which she purchased at the Huttonville antique show. Jean circulated a postcard dated 1911 of a hilly country scene near Erin. Jeff brought in 3 church plates, one from Ballinafad United 1878-1978, one from All Saints Anglican Church Erin (Inez Thompson's design), and an interesting one of the inside of Salem United Church.

9. Next meeting Monday, May 16, 2016 at 7:00 in the Council Chambers.

9. Adjourned at 9:00 p.m.

Adapted May 16/16

J. Kuper

Activity List 2016

Description of Request	Person Responsible	Date Directed	Suggested Completion	Status
Open Items				
Centre 2000 Shared Use Agreement	CAO		Q4 2016	updates included in q4ly report
Mayor and Reeves Wall of Recognition	TEHC	2-Jun-15	2016	nearing completion
Determine the best option for updating the Official Plan	Council	13-Jul-15	Q3 2016	
Operational Plan - Finalizing 4 year objectives	CAO		TBD	following adoption of 5 Year Capital Plan
Quarterly Major Project Updates	CAO	1-Sep-15	Each Quarter	Q1 presented April 5, Q2 to be presented in July
Stanley Park Arch and Gates - formal designation	TEHC	20-Jan-15	Q2 2016	
Report - 5 year on range of possible tax implications - increase based on CPI and current AMP	Director of Finance	3-Nov-15	Q2 2016	
Schedule meeting to review strategies to address current economic challenges	EDO	3-Nov-15		
Report on procedures, policies and options re: Demolition Permit	CBO/Planning staff	1-Dec-15	Q2 2016	
moving forward with necessary processes to add the creation of secondary dwelling units within accessory buildings as a permitted use	CBO/Planning staff	16-Feb-16	Q3 2016	
Implement a reward/incentive program for staff finding efficiencies/cost savings	CAO	5-Apr-16	Q3 2016	
Invite Meeting Investigator to present to Council on the complaint process	CAO	19-Apr-16	Q2 2016	Scheduled for June 21
Report on how new fill by-law is working, and if any amendments would be needed	CBO/Planning staff	4-May-16	Q4 2016	
Revise By-law for site plan securities - 100% off-site, 50% on-site	CBO/Planning staff	17-May-16	21-Jun-16	
Completed Items				
Full time By-law Officer Report	CAO	6-Oct-15	Q1 2016	
Outstanding Operational Review Item - Fire Department Review	CAO	1-Sep-15	26-Feb-16	10am
Inquire with the Town of Minto regarding videotaping Council Meetings	Clerk	16-Feb-16	1-Mar-16	complete Mar 1 Agenda
Public Open Forum Report	Clerk	1-Mar-16	22-Mar-16	complets Mar 22 Agenda
Check with Rogers to see if they are interested in broadcasting Council meetings	Clerk	19-Jan-16	Q2 2016	no interest
Report on potential amendments to the sign by-law	By-law	17-Nov-15	Q1 2016	complete Mar 22 Agenda
Report on actions/options required to implement a Community Safety Zone By-law	County Planning	1-Sep-15	Q2 2016	County Engineer resp.
Amend Feb 26 - Fire Op Rev meeting minutes to include statement regarding the impact of medical response calls	Clerk	22-Mar-16	23-Mar	complete

Activity List 2016

Description of Request	Person Responsible	Date Directed	Suggested Completion	Status
GMF Application for wastewater class EA feasibility study - submission and results	Triton Engineering	2-Jun-15	n/a	completed - Funding Approved
Organizational and Compensation Review	CAO		5-Apr-16	
revised draft site alteration by-law, taking Council, OSRTF, and CAFD comments	CBO	22-Mar-16	5-Apr-16	
meet with staff to discuss best process for open forum	Mayor Alis, Councillor Sammut	22-Mar-16	5-Apr-16	meeting took place, discussion item on agenda
Quarterly Major Project Updates	CAO	1-Sep-15	Each Quarter	Q1 2016 on April 5
Alcohol Risk Policy - update	CAO/Facility Manager	19-May-15	5-Apr-16	complete
Report on Community Safety Zones in both Villages, Crosswalk on the Main Street of Erin, and Truck Bypass around the Village of Erin	County Roads Department	16-Feb-16	Q2 2016	Letter recd on Apr 5 agenda from Onty Roads
begin negotiations with Jardine Lloyd Thompson Canada Inc with the objective of entering into a contract for the Town's insurance coverage	Financial Analyst	22-Mar-16		mtg April 12, 2016
Advise the County of Wellington of Council's position regarding the application for 6012 Eighth Line	Clerk	5-Apr-16	19-Apr-16	complete
amend fee by-law to include Road Occupancy Permit	Clerk	22-Mar-16	3-May-16	possible changes from fire department as well
Station 50 - Update Emergency Plan	Fire Chief/County Emergency Manager	2-Jun-15	Q2 2016	EOC mtg April, Linda will attend Council May 3 for annual report
letter to real estate community regarding placing signs and the removal of them	CBO	22-Mar-16	3-May-16	
Fill By-law	CAO/CBO	2014	Q2 2016	on May 17 Agenda for passing
report regarding videotaping Council meetings	Clerk	22-Mar-16	17-May-16	investigating options including current agenda software
Invite Ontario Clean Water Agency to do a presentation to Council on water/wastewater issues	CAO	5-Apr-16	Q2 2016	Scheduled for June 7

June 01, 2016

File No. 115157

Triton Engineering Services Limited
Unit 14, 105 Queen Street West
Fergus, Ontario
N1M 1S6

Attention: Christine Furlong, P.Eng.
Subject: Town of Erin Urban Centre Wastewater Servicing
Class Environmental Assessment Phases 3 and 4 – Progress Report May 2016

We are pleased to report progress on the above-noted study during the month of May 2016.
Work continued on all planned work activities during May as follows:

Public Consultation

During this phase the following was undertaken:

- An advertisement seeking participants for the Public Liaison Committee (PLC) was developed and issued
- Members of the Core Management Team (CMT) met to discuss the response to the PLC advertisement. Selected candidates were contacted and their participation confirmed
- A notice of study commencement was issued to all statutory authorities and stakeholders
- An agenda and draft presentation was prepared for the first PLC meeting and the meeting was arranged for June 7, 2016

Technical Work

During this phase the following was undertaken:

- The study area was flown for the topographical survey and preparation of a digital model and contour plans progressed to 90% complete. Base survey data will be available to the team by June 3, 2016
- Analysis of septic system data continued along with preparation of the existing septic systems report
- A report on potential collection system alternatives was commenced

Environmental Work

During this phase the following was undertaken:

- Work planning for the Assimilative Capacity Study field work continued

- A meeting was held on May 30, 2016 with MOECC and CVC to discuss the work plan for environmental work.
- Field work will begin in June 2016

Project schedule

At the present time, the project remains slightly ahead of schedule due to the availability of existing data on septic systems.

Please do not hesitate to contact us if you have questions or require clarification.

Sincerely,

AINLEY & ASSOCIATES LIMITED



Joe Mullan, P.Eng.
Project Manager
Encl.



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

Memorandum

DATE: March 14, 2016

TO: Kathryn Ironmonger, CAO
Town of Erin

FROM: Christine Furlong, P. Eng.

RE: Urban Centre Water and
Wastewater Class EA's
A4674B and C

Project Status update as of March 1, 2016:

A. Urban Centre Water Servicing Class EA

1. Background information continues to be gathered and tenders for drilling and pump testing are being prepared for the firehall well in Hillsburgh and a well site for Erin Village.
2. Pump testing and drilling is tentatively proposed for late April 2016 or sometime in May 2016 depending on final requirements of CVC staff.

B. Urban Centre Wastewater Servicing Class EA

1. The four proposals for this project were reviewed in February 2016. Council awarded the project to the Ainley Group on March 1, 2016.

Christine Furlong

Christine M. Furlong, P.Eng.
Project Engineer



Memorandum

DATE: May 31, 2016

TO: Kathryn Ironmonger, CAO
Town of Erin

FROM: Christine Furlong, P. Eng.

RE: Urban Centre Water and
Wastewater Class EA's
A4674B and C

Project Status update as of May 31, 2016:

A. Urban Centre Water Servicing Class EA

1. The water level monitoring piezometers requested by the Credit Valley Conservation Authority, for pump testing of the Hillsburgh firehall well, have been installed in the West Credit River.
2. Letters to private well owners have been delivered to homes near the Hillsburgh firehall to ask for participation in private well monitoring during the pump testing of the firehall well. Ten responses have been received. Monitoring of these private wells will begin in early June.
3. Pump testing for the Hillsburgh firehall well is tentatively scheduled for the middle of June 2016.
4. Tendering for and drilling of a proposed well to supply water to Erin Village is tentatively scheduled for July or August 2016.

B. Urban Centre Wastewater Servicing Class EA

1. The Ainley Group is now providing monthly updates on the wastewater Class EA.

Christine Furlong

Christine M. Furlong, P.Eng.
Project Engineer

Wednesday, June 1, 2016

Mr Mayor and Councillors,

I would like Council to inform me, my neighbours and Town of Erin residents in general, how/when we can access our new Law Enforcement Officer, Nicole Davis. I understand that Officer Davis is only with us part-time (she is at Guelph/Eramosa also) but that does not negate residents' expectation that our complaints should be investigated timely. Does Council feel this expectation to be reasonable? Please respond.

I understand that Officer Davis does not have a set schedule with Town of Erin. Will her schedule with us be posted monthly on the website along with her contact number? Please respond.

Now that we have a new Site Alteration By-law in place and with enforcement support, there must be a review of Meadowlarke North's permits and agreement of operation (number of events in total, including summer and winter activities, type of year-round activities proposed; hours of operations, traffic route, notification to neighbours, etc) with the Town of Erin. Meadowlarke North must be held compliant. This is where a Site Alteration Committee would be very effective. Please respond.

As far as neighbours remember, there has been no official Public meeting regarding Meadowlarke North site. Council has not passed any resolution regarding Meadowlarke North. Council has heard many delegations since 2013 from neighbours. Neighbours request Pubic Info Meetings for this site to allow community input before Council decides whether it is in compliance or not. Winter events were NEVER mentioned. The number of events (summer and winter?) will impact negatively on the infrastructure (roads) and road safety. Please respond.

Last weekend, Meadowlarke North, an equine site held its first event. This event was listed as May 23 on Meadowlarke North's website, when in reality, it was May 21-23. This posting is deceptive. According to its website, the 2016 season includes 7 events (single dates). Will the posted events include only that day or will it include prep days leading up to and following the events? The neighbours have a right to know the exact numbers of days involved for each posted event. We have a right to a semblance of quiet enjoyment of their homes at any given time. We saw this problem with Angelstone site and neighbours' complaints. Please respond.

The multitude of events also plays havoc on the road conditions of 3rd Line. Since it is on Town road, it can be regulated by Town. Can this two-lane gravel road accommodate the event traffic safely and ensure neighbourhood safety? There are surrounding farms with farm machinery using the road. Council has seen pictures of the bad road conditions that can occur in winter. I've sent pictures. Please respond.

We had company over May 23 weekend. We wanted to show them the idyllic rural living. On Saturday and Sunday, we went for 7 am morning walks along County Road 50 (from 3rd line to #125). Not so idyllic or quiet! There was a very steady stream of trucks, trucks pulling horse trailers (some very large), cars heading its way to #5145 3rd Line. How does Town of Erin expect to draw new residents and honestly promote premium rural lifestyle living here when it is being threatened and unregulated by Town of Erin? Please comment.

Council has a difficult decision to make: **strike a balance** between the needs of residents who settled in the established surrounding communities because of the lifestyle chosen and equine businesses like

Angelstone and Meadowlarke North who inserted themselves without community consultation. There are many long-established neighbouring equine sites near Angelstone and Meadowlarke North who co-exists peacefully within the communities. Council must develop a Strategic Plan to designate location for equine businesses like Angelstone and Meadowlarke North in the Town of Erin. Council must make the decision, preferably sooner rather than later. Angelstone and Meadowlarke North fell through the crack and did not develop through the proper process. Now they are major problems.

At our various delegations against Angelstone, we strongly recommended **Council not set a precedence** with Angelstone because Meadowlarke North was carefully observing in the wings. Please don't let our fear become reality.

Anna Spiteri, Neighbourhood Connection



**TOWN OF SHELBURNE
COUNCIL RESOLUTION**

No. ____

Date: May 9, 2016

Moved by:

Seconded by:

WHEREAS, Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and

WHEREAS, Applied Behaviour Analysis (ABA) is the scientific process based on objective evaluation and empirically based interventions used to achieve meaningful, generalizable and enduring behavioural change. Intensive Behavioural Intervention (IBI) is an application of the principles of ABA in an intensive setting used to affect behaviour change and improvement; and

WHEREAS, the current waiting list of children for Intensive Behaviour Intervention (IBI) is over 2,000 and more than 13,000 children await Applied Behaviour Analysis (ABA); and

WHEREAS, the Province of Ontario has announced it intends to discontinue IBI services to children over the age of four and provide a one-time payment to assist with services, thereby abandoning thousands who have been wait-listed for years; and

WHEREAS, there are two service models for affected children to be treated, 1) the Direct Service Offering (DSO) where children receive services directly from trained staff at Ontario's nine regional service providers, and 2) the Direct Funding Offering (DFO) where parents receive funding directly in order to purchase services; and
 WHEREAS, the DFO model to provide services is used in Alberta, British Columbia and imminently Saskatchewan. Such a model is clinically rigorous and has been identified by the Auditor General of Ontario as being less expensive than Ontario's DSO model;

THEREFORE, be it resolved that a letter be sent to Hon. Tracy MacCharles, Minister of Children and Youth Services; Alexander Bezzina, Deputy Minister; Hon. Eric Hoskins, Minister of Health; and Hon. Kathleen Wynne, Premier of Ontario, requesting the Province to:

1. Amend its policy to one that will allow all children on the current waiting list to receive the IBI services promised them; and
2. Remove the age limit for IBI therapy and replace it with a program that provides ongoing IBI services based on need and individual development, not age; and
3. Ensure oversight by professionals and parents based on 'development progress' criteria and milestones; and
4. Adopt a Direct Funding Offering (DFO) model in lieu of the current Direct Service Offering (DSO) model.

Requested Vote to be recorded **Yes** **No**

	Yea	Nay
Mayor Bennington	[]	[]
Councillor Benotto	[]	[]
Councillor Chambers	[]	[]
Deputy Mayor Dunlop	[]	[]
Councillor Egan	[]	[]
Councillor Mills	[]	[]
Councillor Sample	[]	[]

TOWNSHIP OF WELLINGTON NORTH
Regular Meeting of Council

MOVED BY: _____ DATE: May 16, 2016

SECONDED BY: *Sherry Burke* RES. NO.: 2016- 235

WHEREAS the province has implemented a ban on door-to-door sales for electricity and natural gas contracts by passing the Strengthening Consumer Protection and Electricity System Oversight Act, 2015;

AND WHEREAS Ontarians over the last twelve months continue to experience unsolicited, aggressive and misleading sales tactics at their door from companies seeking to sell home energy products, despite this provincial legislation;

AND WHEREAS the door to door agents acting on behalf of these companies misrepresent their purpose and/or identity, often posing as utility inspectors and government agents needing to gain access to the homes of Ontarians;

AND WHEREAS people across Ontario, and in particular vulnerable Wellington North residents, have been targeted by these door to door misrepresentations and misleading sales tactics;

BE IT RESOLVED THAT the that Council of the Township of Wellington North move to:

1. Urge the Provincial Government to ban all door-to-door sales in the home services sector (more specifically the sale or lease of HVAC equipment, water heaters, water filtration systems and other related home energy products and services by door-to-door sales agents) as soon as possible;
2. Forward a copy of this resolution to all municipalities in Ontario asking for support by passing a similar resolution and forwarding to their MPP;
3. Forward a copy of this resolution to MPP Ted Arnott and MPP Randy Pettapiece.
4. Forward a copy of this resolution to the Ontario Legislature.

MAYOR _____



CARRIED



DEFEATED

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW #16-

A BY-LAW TO regulate the keeping of animals and any class thereof that may be kept by any person on lands within the Town of Erin, and to repeal By-laws 13-34 and 14-21.

Whereas subsection 11 of the Municipal Act, 2001 provides that the Town of Erin may pass by-laws respecting animals.

And whereas subsection 103 of the Municipal Act provides that the Town of Erin may impound animals.

NOW THEREFORE THE COUNCIL OF THE TOWN OF ERIN HEREBY ENACTS AS FOLLOWS:

PART 1 – DEFINITIONS

- | | |
|----------------------|--|
| Dog | shall mean a domesticated mammal commonly known as a dog of any canine species apparently over the age of twelve (12) weeks. |
| Cat | shall mean a domesticated mammal of the Felis Catus species commonly known as a cat apparently over the age of eight (8) weeks. |
| Exotic Animal | shall mean any member of the animal kingdom of living beings not indigenous to CANADA including and without limiting the generality of the foregoing, mammals, birds and reptiles which are set out in Schedule “A” to this by-law but shall not include any Domestic Animals. |
| Keep | shall include harbouring or possessing for any period of time, whether temporary or not. |
| Wild Animals | shall mean any animal indigenous to Canada of a wild nature or disposition (ferae naturae). |

PART 2 - PROHIBITED ANIMALS

- (a) No person shall keep, or cause to be kept, any exotic animal within the Town of Erin as described but not limited to Schedule A of this By-law.
- (b) No person shall keep, or cause to be kept, a venomous reptile, or venomous insect within the Town of Erin.
- (c) No person shall keep, or cause to be kept, any wild animal in the Town of Erin except on a temporary basis while such animal is injured or unable to fend for itself.

- (d) Every person keeping a reptile or insect which is not prohibited by this by-law shall keep it in an escape-proof enclosure.
- (e) No person shall keep, or cause to be kept, a horse, donkey, pony, llama, mule, cattle beast, goat, swine, sheep, ostrich or licensed wildlife within the Town of Erin except on land zoned to permit agricultural uses as enacted under Section 34 of the Planning Act, R.S.O. 1990 Chap.P.13, as amended.

PART 2A) - EXEMPTIONS

The provisions of Section 1) do not apply to;

- a) In a veterinary hospital under the care of a licensed veterinarian;
- b) Institutions accredited by the Canadian Association of Zoological Parks and Aquariums;
- c) Any person licensed or exempted under the Animals for Research Act, R.S.O. 1990 Chap.A.22, as amended,
- d) Any person while temporarily exhibiting exotic animals or wild animals to elementary schools, secondary schools, universities, or provincial institutions;
- e) By anyone holding a license under any statute of the Legislature of Ontario or the Government of Canada which permits the keeping of animals understated conditions.

PART 3) REGULATIONS pertaining to the keeping of Collobiformes, Galliformes and Anseriformes:

- a. In an Agricultural (A) Zone in the Town of Erin Zoning Bylaw, no person shall keep Collobiformes (pigeons and doves), Galliformes (pheasants, grouse, guinea fowl, turkeys, chickens and peafowl), Anseriformes (ducks, geese, swans, screamers) in the open or in an enclosed or accessory structure that is:
 - i. Within 10 metres of a house, school or church on an adjacent property, or
 - ii. Within 3 metres of a side or rear lot line as defined in the Town of Erin Zoning Bylaw, or
 - iii. In a front or side yard as defined in the Town of Erin Zoning Bylaw
- b. In a R1, R2, R3 and FD Zone in the Town of Erin Zoning Bylaw, in addition to the provisions of 3a, the following additional provisions apply:
 - i. No more than 60 Collobiformes, 5 Galliformes or 5 Anseriformes may be permitted on a property,
 - ii. All enclosures or accessory building housing any of the above animals shall be designed and constructed to be escape proof and no birds are permitted to stray, perch, roost or rest upon lands, premises or buildings of any person or upon any public place, except on the property of the person keeping the birds,

- iii. All enclosures or accessory buildings shall be kept in a good state of repair
 - iv. All refuse resulting from the keeping of birds shall be contained in air tight containers to prevent odours and disposed of in a manner that does not create a public nuisance or health hazard
 - v. Dead birds shall be disposed of in a manner that prevents infectious diseases and protects public health
- c. No person shall keep Collobiformes, Galliformes or Anseriformes in any zone in the Town of Erin except those set out in 3a and 3b above.

PART 4) PENALTIES & OFFENCES

Any person who contravenes any provision of this By-law is guilty of an offence pursuant to the Provincial Offences Act, and upon conviction is liable to a fine for each offence committed or as set out in the Provincial Offences Act as amended from time to time.

PART 5) EFFECTIVE DATE

This by-law shall take effect on the date of enactment.

PART 5) REPEAL OF BY-LAWS

By-law 13-34 and By-law 14-21 are hereby repealed upon enactment of this By-law.

Passed in open Council on June 7, 2016.

Mayor

Clerk

By-Law #16-
Schedule A
PROHIBITED ANIMALS

No person shall keep animals belonging to the following orders of animals;

Canidae	(eg, coyotes, wolves, foxes hybrid wolf dogs) except dogs;
Rodentia	(e.g.. such as porcupines and prairie dogs) except rodents which do not exceed 1,500 grams and are derived from self –sustaining captive populations
Chiroptera	(e.g. bats, myotis and flying foxes);
Crocodylia	(e.g. alligators, crocodiles, gavials and caimans);
Edentates	(e.g. anteaters, sloths and armadillos);
Felidae	(e.g. tigers leopards cougars) except domestic cats;
Hyaenidae	(e.g. hyaenas)
Marsupialia	(e.g. koalas kangaroos, opossums and wallabies) except sugar gliders derived from self-sustaining captive populations;
Primates	(e.g. chimpanzees, gorillas, monkeys and lemurs);
Proboscidea	(e.g. elephants, rhinoceros, hippopotamuses);
Squamata	(e.g. lizards and snakes) <i>except;</i>
	<i>A) Non-venomous snakes where neither the female nor the male of the species exceeds or will exceed 3 metres in length from nose to tip of tail before or at maturity;</i>
	<i>B) Non-venomous lizards (not including Iguana) where neither the female nor the male of the species exceeds or will exceed 2 metres in length from nose to tip of tail before or at maturity;</i>
Ursidae	(bears)
Viverridae	(such as mongooses, civets & genets)
Wildlife/Endangered Species	

**The Corporation of the Town of Erin
By-law No. 16-**

A by-law to amend the Zoning By-law 07/67, as amended, for the Corporation of the Town of Erin – 6012 Eighth Line, Part Lot 28, Concession 8, Town of Erin – Kirk.

Whereas the Council of the Corporation of the Town of Erin deems it desirable to amend By-law 07-67 as amended, pursuant to Section 34 of the Planning Act, R.S.O. 1990 as amended;

Therefore Council enacts as follows:

1. That Schedule 'A' of By-law 07-67, the Comprehensive Zoning By-law, is amended by rezoning Part Lot 28, Concession 8, Town of Erin, from the current Agricultural 'A' Zone to the **AGRICULTURAL SITE-SPECIFIC 'A-145' Zone**, as more specifically illustrated on Schedule "A" of this By-law.
2. That Section 14, Special Provisions, be amended by the addition of the following new subsection:

<p>A-145 Kirk By-law 16- 6012 Eighth Line</p>	<p>Notwithstanding the provisions of the Agricultural (A) Zone or any other provisions in By-law 07-67 to the contrary, the land zoned A-145 on Schedule 'A' may also be permitted one accessory dwelling unit subject to the following special provisions:</p> <ul style="list-style-type: none"> i) The accessory dwelling unit shall include only one of the following: <ul style="list-style-type: none"> a) An accessory apartment within a detached dwelling on a lot; or b) an accessory dwelling unit within a building or structure ancillary to a detached dwelling; or c) A garden suite. ii) An accessory dwelling unit is prohibited from being severed from the property. <p>All other provisions of By-law 07-67 shall apply as applicable.</p>
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3. That the subject land as shown on Schedule "A" to this By-Law shall be subject to all applicable regulations of Zoning By-Law 07-67, as amended.
4. This By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

Passed in open Council on June 7, 2016.

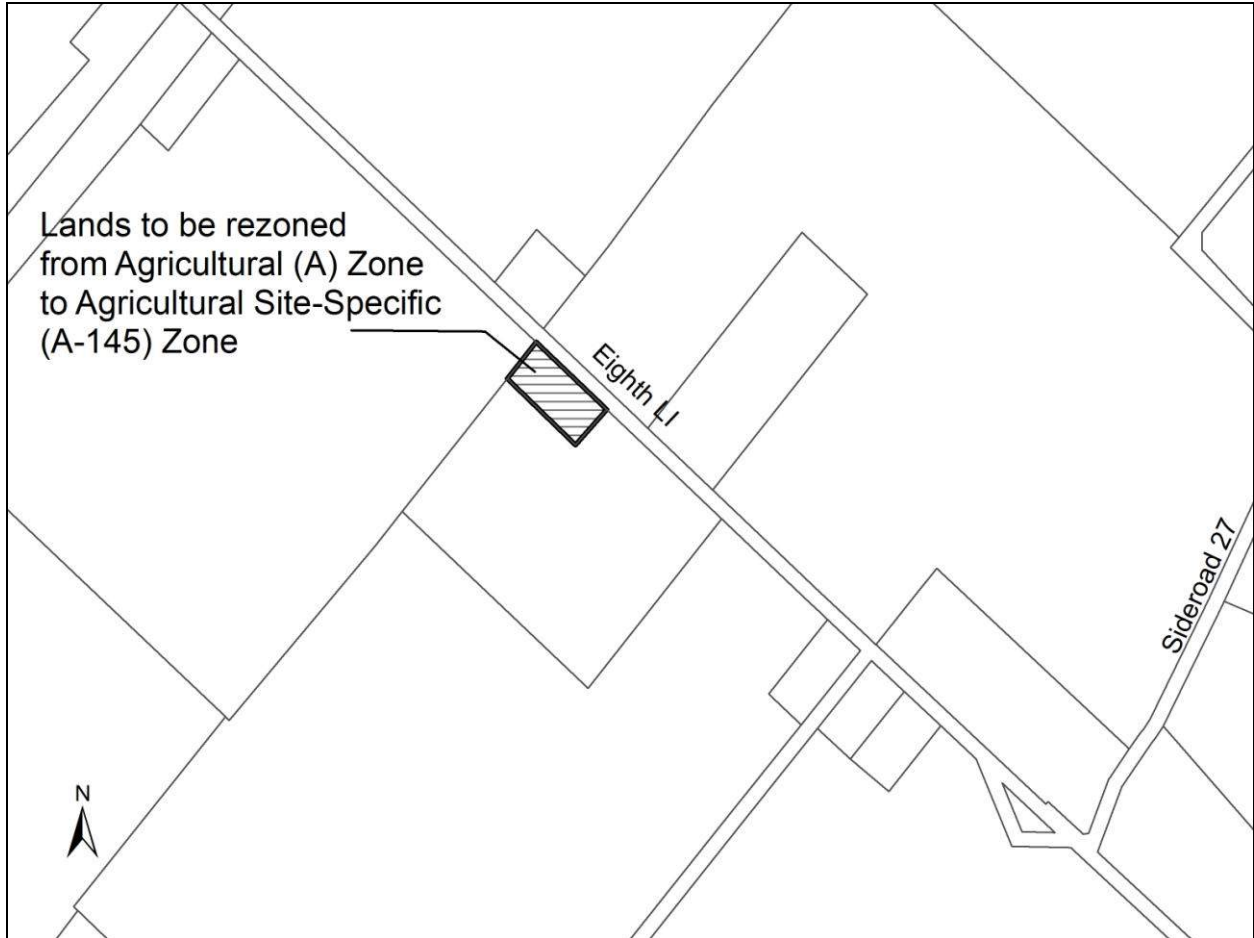
Mayor

Clerk

The Corporation of the Town of Erin

BY-LAW NO. 16-

SCHEDULE " A "



This is Schedule "A" to By-law No.16-

The Corporation of the Town of Erin

EXPLANATION OF BY-LAW NO. 16-

This By-law amends the Town of Erin Zoning By-law 07-67 by rezoning Part of Lot 28, Concession 8, from Agricultural (A) to AGRICULTURAL SITE SPECIFIC (A-145), as shown on Schedule "A" of this By-law.

The purpose of this Zoning By-law amendment is to permit an accessory dwelling unit within an accessory building on the property. For future flexibility and clarity, the amending by-law provides for one accessory dwelling unit in the form of either:

- An accessory apartment within a detached dwelling on a lot; or
- an accessory dwelling unit within a building or structure ancillary to a detached dwelling;
or
- A garden suite.

An accessory dwelling unit is prohibited from being severed from the property.

County Council approved a related amendment to the County of Wellington Official Plan (OPA 100) to enable the zoning by-law amendment.