



**TOWN OF ERIN**  
**Regular Council Meeting**  
**AGENDA**

**July 13, 2015**

**7:30 PM**

**Municipal Council Chamber**

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<ol style="list-style-type: none"> <li>1. <b>Call to Order</b></li> <li>2. <b>Approval of Agenda</b></li> <li>3. <b>Declaration Pecuniary Interest</b></li> <li>4. <b>Community Announcements</b></li> <li>5. <b>Adoption of Minutes</b></li> </ol>	<p>1 - 20</p> <p>June 16, 2015 - Special Public Meeting - Loupen Investments          June 16, 2015 - Regular Meeting          June 23, 2015 - Special Meeting - Operational Review          June 30, 2015 - Special Meeting - Solar FIT Project Educational Session</p>
<ol style="list-style-type: none"> <li>6. <b>Business Arising from the Minutes</b></li> <li>7. <b>Accounts</b></li> <li>8. <b>Delegations/Petitions/Presentations</b></li> </ol>	
<ol style="list-style-type: none"> <li>8.1 Gary Cousins, Director of Planning and Development, County of Wellington - Updating the Town's Official Plan</li> <li>8.2 Murray Short, Matthew Venne, Robinson Lott &amp; Brohman LLP - 2014 Financial Statements</li> <li>8.3 Ruby Lennox, Wellington Federation of Agriculture - Presentation of local activities</li> </ol>	<p>21 - 24</p> <p>25 - 54</p> <p>55 - 57</p>
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<ol style="list-style-type: none"> <li>9.1 Building/Planning/By-Law</li> </ol>	
<ol style="list-style-type: none"> <li>9.1.1 Sarah Wilhelm, Senior Planner - Zoning Amendment, Loupen Investments</li> <li>9.1.2 Chief Building Official - Demolition Report- 9050 Sideroad 10</li> <li>9.1.3 Chief Building Official - Conditional Site Plan Approval – Copperhill Developments Inc. - 111 Trafalgar Road</li> <li>9.1.4 Chief Building Official - Roof Quotes for Municipal Office</li> </ol>	<p>58 - 59</p> <p>60 - 63</p> <p>64 - 68</p> <p>69 - 70</p>

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

(b) personal matters about an identifiable individual, including municipal or local board employees; (by-law enforcement)

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; (potential acquisition of property for municipal purposes)

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

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (responsibility agreement, station road)

**12. Return from Closed Session**

12.1 Motion to Reconvene

12.2 Report Out

**13. By-Laws**

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Zoning Amendment - Loupen Investments  
Confirming

**14. Notice of Motion**

**15. Adjournment**



**Minutes of the Town of Erin Special Council Meeting**

**June 16, 2015**

**7:00 p.m.**

**Municipal Council Chamber**

<b>PRESENT:</b>	<b>Allan Ails</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Matt Sammut</b>	<b>Councillor</b>
	<b>Rob Smith</b>	<b>Councillor</b>
	<b>Jeff Duncan</b>	<b>Councillor</b>

<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b>	<b>CAO/Town Manager</b>
	<b>Dina Lundy</b>	<b>Clerk</b>
	<b>Bob Cheetham</b>	<b>Economic Development Coordinator</b>
	<b>Sarah Wilhelm</b>	<b>Senior Planner</b>

**1. Call to Order**

Mayor Ails called the meeting to order, and explained that this is a Public Meeting as required by the Ontario Planning Act to deal with Planning matters regarding land development in the Province of Ontario.

If a person or public body that files an appeal of a decision of the Town of Erin in respect to a proposed Official Plan, Zoning By-Law Amendment and/or a Plan of Subdivision or Condominium does not make oral submission at a public meeting or make written submission to the Town of Erin before the proposed Official Plan Amendment, Zoning By-law Amendment and/or Plan of Subdivision or Condominium is adopted or refused, then the Ontario Municipal Board may dismiss all or part of the appeal.

Council requests that anyone wishing to provide comments or concerns to Town Council and/or staff do so in written form to ensure that the message is provided effectively and accurately and to record their interest in the matter and to request a notice of decision of the matter.

This meeting is to provide information for Council, exchange views, generate input etc. Council has not taken a position on the matter; Council's decision will

## June 16, 2015, Public Meeting D14 Z15-02 Loupen Investments

come after full consideration of input from the meeting, submissions from the public and comments from agencies.

### 2. Declaration of Pecuniary Interest

None.

### 3. Topics for Discussion

#### 3.1 Public Meeting - Zoning By-law Amendment D14 Z15-02 Loupen Investments

John Cox, the consultant for the applicant described the application. The property needs the zoning amendment as a condition of severance, so that a dwelling cannot be built on the surplus property to ensure the agricultural land is preserved.

Planning staff further described the application.

The purpose of the amendment is to prohibit future residential development on the agricultural portion of the property. This rezoning is a condition of severance application B101/14, which was granted provisional approval by the County Land Division Committee January 15, 2015. The application would sever a 22 ha surplus farm dwelling parcel with an existing house, garage, shed and two barns, leaving a vacant 45 ha agricultural parcel to be retained. If approved, the retained lands would continue to be used for agricultural purposes.

At the time of writing of the report, no comments have been received from neighbouring property owners or review agencies.

The Mayor invited members of the public to speak. There were no oral submissions.

Planning staff advised that upon a decision by Council, notice will be provided to all persons requesting notice and all owners within 120m of the subject application. Planning staff will bring forth a report and amending by-law for consideration at the July 13th meeting.

### 4. Adjournment

**June 16, 2015, Public Meeting D14 Z15-02 Loupen Investments**

The meeting was adjourned at 7:08pm.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## Minutes of the Regular Town of Erin Council Meeting

June 16, 2015

7:30 PM

Municipal Council Chamber

<b>PRESENT:</b>	<b>Allan Ails</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Matt Sammut</b>	<b>Councillor</b>
	<b>Rob Smith</b>	<b>Councillor</b>
	<b>Jeff Duncan</b>	<b>Councillor</b>
<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b>	<b>CAO/Town Manager</b>
	<b>Dina Lundy</b>	<b>Clerk</b>
	<b>Sharon Marshall</b>	<b>Director of Finance</b>
	<b>Larry Wheeler</b>	<b>Financial Analyst</b>
	<b>Larry Van Wyck</b>	<b>Road Superintendent</b>
	<b>Andrew Hartholt</b>	<b>Chief Building Official</b>
	<b>Graham Smith</b>	<b>Facility Manager</b>
	<b>Bob Cheetham</b>	<b>Economic Development Coordinator</b>
	<b>Joe Babin</b>	<b>Interim Water Superintendent</b>

### 1. Call to Order

Mayor Ails called the meeting to order.

### 2. Approval of Agenda

#### **Resolution # 15-227**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

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

Mayor's Report

Committee Report

**Carried**

## June 16, 2015 Regular Meeting

\*\*Due to the large amount of business, the added items were not addressed at this meeting.

### 3. Declaration Pecuniary Interest

Councillor Duncan and Mayor Alls declared a pecuniary interest on item 11.6.1 – Erin Legion Tax Exemption, and related By-law under section 14, as they are members of the organization.

### 4. Community Announcements

**June 17** - 2:30pm - 7:30pm, Blood Donor Clinic - Erin Legion

**June 18** - 2pm - 5pm, EWCS Sponsored Car Seat Clinic At Fire Station 10 - call to register

**June 28** - 2-4pm - LGHG Sweet Signs Dessert Party - Advance Tickets Only

**June 25** - 7-9pm - Alton Royal Canadian Legion - Phase 2 EA Public Information Session

Mayor Alls presented CAO Kathryn Ironmonger with an Award for service of 10 years in the role of Head Municipal Administrator, from the Ontario Municipal Administrators Association.

### 5. Adoption of Minutes

#### Resolution # 15-228

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby adopts the June 2, 2015 regular meeting minutes as circulated;

**Carried**

### 6. Business Arising from the Minutes

11.1 - Set Special Meeting Date for Strategic Initiatives - Councillor Sammut

Meeting has been cancelled. The Official Plan review will likely commence in September 2015, and through that process strategic initiatives will be discussed and decided upon.



**June 16, 2015 Regular Meeting**

A recently completed strategic plan of a neighbouring municipality was brought forth as an example of what is generally contained in a strategic plan.

**9.2.3 - Water Rates Study & Financial Plan**

Suggestion that clarification be provided to Council regarding the previous plan and results as far as level of reserves.

**7. Accounts**

**Resolution # 15-229**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** the accounts in the amount of \$3,946,790.25 be paid.

**Carried**

**8. Delegations/Petitions/Presentations**

**8.1 Erin Water Rockers - Presentation of cheque for Water Bottle Filling Station Fundraising**

The Erin Water Rockers thanked Council for being their fund-raising partners for water filling stations to be installed in the arenas, and presented Council with a cheque for \$3,100. They also presented Council with 2 plaques to be installed by each water filling station to recognize the fundraising efforts.

The Mayor and Council thanked the Erin Water Rockers for their hard work and dedication.

**8.2 Linda Dickson, Emergency Manager - Dam Breach Exercise Presentation and Debriefing Report**

Ms. Dickson went through the emergency exercise undertaken by the team in the summer of 2014, as well as the debrief report including recommendations.

**Resolution # 15-230**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

June 16, 2015 Regular Meeting

**Be it resolved that** Council receives the Dam Breach Exercise presentation and debriefing report from Emergency Manger, Linda Dickson.

**Carried**

**8.3 Bridget Ryan/Kelly Counsell, Equine Canada/Horse Experience 2015 - Distribution of promotional materials and project support**

Horse Experience 2015 is a month long showcase of horses in Canada. A portal has been created to showcase events and opportunities during the Pan Am Games, including shuttle services between events and accommodation.

Horse Experience 2015 has partnered with Headwaters Tourism and the Ontario Equestrian Federation to fulfill several objectives.

[www.HorseExperience.ca](http://www.HorseExperience.ca)

**Resolution # 15-231**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council receives the Equine Canada/Horse Experience 2015 delegation from Kelly Counsell.

**Carried**

**9. Closed Session (approximately one hour in length)**

**Resolution # 15-232**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council adjourns the meeting to proceed into a closed session at the hour of 8:28 pm to discuss the matter(s) pertaining to:

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

**Carried**

**10. Return from Closed Session**

June 16, 2015 Regular Meeting

**10.1 Motion to Reconvene**

**Resolution # 15-233**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** the meeting be reconvened at the hour of 9:27 pm.

**Carried**

**10.2 Report Out**

None.

**11. Reports**

**11.1 Roads**

**11.1.1 Road Superintendent - Replacement of Structure 2061,  
Contract 5093-15 Tender Results**

**Resolution # 15-234**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives the Replacement of Structure 2061 Contract 5093-15 Tender Results report;

**And that** Council accepts the bid of Finnbilt Contracting Ltd. (the lowest qualified bidder) for the Replacement of Structure 2061 for a price of \$ 366,304.87 including HST and Contingency.

**Carried**

**11.2 Building/Planning/By-Law**

**11.2.1 Chief Building Official - Demolition Report - 5358 Tenth Line**

**Resolution # 15-235**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receives Building Department Demolition Report, dated June 16, 2015, regarding the application for demolition permit to demolish a single residential dwelling

**June 16, 2015 Regular Meeting**

located at 5358 Tenth Line, Town of Erin, Assessment Roll No. 23  
16 000 003 11900 0000

**And that** the Heritage Committee previously approved this application on September 15, 2014

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

**Carried**

**11.2.2 Chief Building Official - Demolition Report - 5588 8th line**

**Resolution # 15-236**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives Building Department Demolition Report, dated June 8, 2015, regarding the application for demolition permit to demolish a single residential dwelling located at 5588 Eighth Line, Town of Erin, Assessment Roll No. 23 16 000 008 04000 0000;

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

**Carried**

**11.2.3 Chief Building Official - Building Permit Activity Report**

**Resolution # 15-237**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council hereby receives Building Department Building Activity Report dated June 16, 2015 for information

**Carried**

**11.3 Fire and Emergency Services**

**11.3.1 Fire Chief - April 2015 Monthly Fire Report**

**Resolution # 15-238**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives the Fire Chief's April 2015 Monthly Fire Report.

**Carried**

#### **11.4 Water**

##### **11.4.1 Interim Water Superintendent - Communications and PLC Upgrades to SCADA for Erin Water System**

**Resolution # 15-239**

**Moved By** Councillor Sammut

**Seconded By** Councillor Duncan

**Be it resolved that** Council supports the recommendation of the Interim Water Superintendent to complete necessary upgrades to the Erin Drinking Water System communications and SCADA systems at a cost not to exceed \$160,000;

**And that** Council endorses this deviation from the Town of Erin's purchasing and procurement policy, to allow the Water Department to conduct these upgrades in house.

**Carried**

##### **11.4.2 Interim Water Superintendent - Frozen Water Service Report**

**Resolution # 15-240**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council accepts the Frozen Water Service report;

**And That** Council supports the recommendations brought forward by the Water Department.

**Carried**

##### **11.4.3 Interim Water Superintendent - ¾ Ton Pickup Truck Tender #2015-01W Results**

**Resolution # 15-241**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives the Pickup Truck Contract 2015-01W Tender Results report;

**And That** the Town of Erin accepts the tender submitted by McMaster Buick GMC for the supply of one 2015 ¾ Ton Pickup Truck (GMC Sierra 2500HD) for a purchase price of \$ 37,639.17 including HST.

**Carried**

#### **11.4.4 Interim Water Superintendent - New Water Service Connections**

**Resolution # 15-242**

**Moved By** Mayor Alls

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives the New Water Service Connections Report;

**And that** Council approves the amendment to the Municipal Water Servicing By-Law 11-47 to allow property owner's to connect to municipal water without decommissioning their well upon meeting all the requirements as recommended in this report;

**And that** Council will consider the proposed by-law at the end of this meeting.

**Defeated**

### **11.5 Recreation**

#### **11.5.1 Facility Manager - Barbour Field Pavilion Roof Replacement**

**Resolution # 15-243**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** Council accepts the proposal of North Halton Roofing in the amount of \$9,625 plus HST, to remove and replace the shingles on the pavilion at Barbour Field in Hillsburgh.

**Carried**

#### **11.5.2 Facility Manager - Dasher Board Replacement at the Hillsburgh Community Centre**

**Resolution # 15-244****Moved By** Councillor Duncan**Seconded By** Councillor Sammut

**Be it resolved that** Council accepts the tender proposal of Riley Manufacturing in the amount of \$106,800 plus HST which includes a \$7,500 contingency fund, to replace the dasher boards at the Hillsburgh Community Centre;

**And that** Council accepts the added costs for Protective Spectator netting, 8 to 12 Advertising Panels and backer panels along the spectator side at a cost of no greater than \$10,900;

**And further that** Council allow staff to price arena player's benches/boards for sledge hockey purposes and apply for accessibility funding from the County of Wellington;

**And further that** Council allow staff to price accessibility upgrades to Facility entrance doors, 2 dressing rooms and flooring (from dressing rooms to ice surface) for sledge hockey.

**Carried****11.6 Finance**

Councillor Duncan and Mayor Alls moved away from the table.

**11.6.1 Tax Administrator - Erin Legion Tax Exemption**

Councillor Duncan declared a conflict on this item. (Due to Membership in the Organization)

Mayor Alls declared a conflict on this item. (Due to membership in the organization)

**Resolution # 15-245 (verbal)****Moved By** Councillor Smith**Seconded By** Councillor Sammut

**Be it resolved that** John Brennan be appointed as Presiding Officer for this item.

**Carried****Resolution # 15-246****Moved By** Councillor Smith**Seconded By** Councillor Sammut

**Be it resolved that** the property owned by the Royal Canadian Legion Erin Branch 442 identified on the Assessment Roll as 231600001151000000 be exempt from taxation by the Town of Erin, except for local improvement and school purposes for a period from January 1, 2015 to December 31<sup>st</sup> 2018.

**Carried**

**Resolution # 15-247 (verbal)**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** By-law number 15-27 (Erin Legion Tax Exemption) is hereby passed.

**Carried**

#### **11.6.2 Financial Analyst - Guelph Solar – Facility Rooftop Proposals & Options**

Councillor Duncan returned to the table, and Mayor Alls resumed the Chair.

**Resolution # 15-248**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Financial Analyst's report with regard to its potential participation in any of the five rooftop solar project opportunities proposed by Guelph Solar;

**And that** Council accepts the staff recommendation to request RFP's for all three microFIT projects with the objective of selecting and proceeding with one optimum proposal as per the 2015 Capital Budget;

**And that** Council accepts the staff recommendation to proceed with an educational session as the next step towards participating in either of the two FIT proposals on June 30th, at 7pm.

**Carried**

### **11.7 Committees**

#### **11.7.1 Let's Get Hillsburgh Growing, April 16, 2015 Minutes**



**Resolution # 15-249****Moved By** Councillor Sammut**Seconded By** Councillor Duncan**Be it resolved that** Council receives the April 16, 2015 LGHG meeting minutes.**Carried****11.7.2 BIA - Budget Reallocation****Resolution # 15-250****Moved By** Councillor Smith**Seconded By** Councillor Sammut**Be it resolved that** Council agrees to accommodate funding opportunities for the BIA to reallocate their budget to apply to receive matched funding for local business grant.**Carried****12. Correspondence****Resolution # 15-251 (verbal)****Moved By** Councillor Brennan**Seconded By** Councillor Sammut**Be it resolved that** Council hereby waives the rules regarding the curfew provision.**Carried****Resolution # 15-252****Moved By** Councillor Sammut**Seconded By** Councillor Duncan**Be it resolved that** Council receives correspondence items 12.1 and 12.2 for information.**Carried****13. New Business****13.1 Councillor Sammut - Key Financial Ratios for Analysis**

June 16, 2015 Regular Meeting

Council noted that the data for these ratios is currently being compiled by the County of Wellington, and a report should be available by the fall of 2015.

14. By-Laws

**Resolution # 15-253**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** By-Law numbers 15 – 25 (Repeal 15-20), 15-26 (Angelstone Temporary Zoning), and 15-28 (confirming), are hereby passed.

**Carried**

15. Notice of Motion

None.

16. Adjournment

**Resolution # 15-254**

**Moved By** Councillor Sammut

**Seconded By** Councillor Duncan

**Be it resolved that** the meeting be adjourned at the hour of 11:00pm.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## Minutes of the Town of Erin Special Council Meeting

June 23, 2015

1:00 p.m.

Municipal Council Chamber

<b>PRESENT:</b>	<b>Allan Ails</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Matt Sammut</b>	<b>Councillor</b>
	<b>Rob Smith</b>	<b>Councillor</b>
	<b>Jeff Duncan</b>	<b>Councillor</b>

<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b>	<b>CAO/Town Manager</b>
	<b>Dina Lundy</b>	<b>Clerk</b>
	<b>Sharon Marshall</b>	<b>Director of Finance</b>
	<b>Bob Cheetham</b>	<b>Economic Development Coordinator</b>

### 1. Call to Order

Mayor Ails called the meeting to order.

### 2. Declaration of Pecuniary Interest

None.

### 3. Topics for Discussion

#### 3.1 Michael Fenn and John Matheson, Strategy Corp - Operational Review Presentation

John Matheson began the presentation by explaining the objectives and context of the Operational Review. There were 5 objectives to the review, which are in line with Erin's 2015-2020 Strategic Plan. Mr. Matheson stressed the importance of implementation of the recommendations in order to achieve the desired outcomes. Four key parameters of success were identified, including better service delivery and customer satisfaction, greater operational integration, improved efficiency and productivity, and

## June 23, 2015 – Special Meeting – Operational Review

better decision making. The program used in the process identifies opportunities for improvement along six categories. It is a political decision as to the level of service that is provided, and the right mix of resources. It is critical that staff and Council are on the same page, in order to create the conditions for positive improvements.

Mr. Matheson went through the strengths and weaknesses found in the study, and the three categories of recommendations, as well as the detailed recommendations in each category. The next step would be for staff to analyze and put forth the recommendations in an implementation plan. One of the biggest challenges is 'deferred maintenance', meaning the things which affect the life of capital assets, including infrastructure. With regards to privatization of services, there is not much opportunity in that area, but rather a more effective use of contractors is recommended.

### 3.2 CAO - Operational Review Report

**Resolution # 15-255**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives StrategyCorp's Town of Erin Operational Review Report and supports the recommendations in principle;

**And further that** the CAO in consultation with senior staff provide an analysis of the findings and develop an implementation plan.

**Carried**

### 4. Closed Session

**Resolution # 15-256**

**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 2:27 pm to address matters pertaining to the following exemptions in the Municipal Act S. 239 (2) :

(d) labour relations or employee negotiations (implementation of recommendations)

**Carried**

**5. Return from Closed Session**

**Resolution # 15-257**

**Moved By** Councillor Smith

**Seconded By** Councillor Duncan

**Be it resolved that** the meeting be reconvened at the hour of 3:33 pm.

**Carried**

**5.1 Report Out**

Council has given direction to the CAO to advertise for a position to oversee both public works and parks operations, and capital works with the name to be determined by Council on recommendation from the CAO.

**6. Adjournment**

**Resolution # 15-258**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the meeting be adjourned at the hour of 3:35 pm.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## Minutes of the Town of Erin Special Council Meeting

June 30, 2015

7:00 p.m.

Municipal Council Chamber

<b>PRESENT:</b>	<b>Allan Ails</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Matt Sammut</b>	<b>Councillor</b>
	<b>Rob Smith</b>	<b>Councillor</b>
	<b>Jeff Duncan</b>	<b>Councillor</b>
<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b>	<b>CAO/Deputy Clerk</b>
	<b>Sharon Marshall</b>	<b>Director of Finance</b>
	<b>Larry Wheeler</b>	<b>Financial Analyst</b>

### 1. Call to Order

Mayor Ails called the meeting to order.

### 2. Declaration of Pecuniary Interest

None.

### 3. Topics for Discussion

#### 3.1 Educational Session - Solar FIT Projects

Guelph Solar and Bluewater Energy outlined their experiences relating to solar FIT projects and the various options Council could consider to finance a project.

Gordon Duff, Treasurer for the Town of Mino talked about the lessons learned from their solar projects.

Things to consider carefully:

- who you partner with – make sure they are the right individual or organization;

- installation – poor installation results in additional costs
- follow up and follow through
- conduct title searches
- confirm zoning and official plan policies
- discuss the project with the fire department to get their input
- speak to your insurance company
- have an independent review of the proposals
- determine who oversees the equipment
- plan for end of life and disposal costs
- make sure revenue sharing is fair, and
- build community support.

#### 4. **Adjournment**

**Resolution # 15-259(verbal)**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the meeting be adjourned at the hour of 8:10pm.

**Carried**

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Mayor, Allan Ails

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Deputy Clerk, Kathryn Ironmonger



# COUNTY OF WELLINGTON

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To: Mayor and Members of Erin Council  
 From: Gary Cousins, Director of Planning  
 Date: Wednesday July 8, 2015  
 Subject: **Updating Erin's Official Plan**

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## 1. **Background**

CAO Ironmonger has asked the County Planning Department to provide a report on updating the Town of Erin Official Plan.

## 2. **Purpose of the Update**

- a) Co-ordinating land use planning decisions with the EA process. (It is my understanding that members of Council may be interested in identifying areas of growth based on municipal sewers and potential areas of growth based on septic systems).
- b) Bringing the Erin Official Plan into conformity with provincial and county policy. (currently significantly out of date)

## 3. **Land Use and EA**

This is a complex decision because:

- a) the EA process would benefit by knowing which lands are to be serviced with municipal services,
- AND
- b) the Planning process would benefit by knowing the costs and constraints for providing municipal sewers to various properties in Erin and Hillsburgh.

The "sea change" brought about by the assimilative capacity calculation of the West Credit River has resulted in a number of growth issues that have not been fully discussed either technically or with the public. Assuming that the capacity in the river is first reserved for existing homes and businesses and that large areas of currently vacant land will not be able to access municipal services the following questions arise:

- 1) Which vacant lands should have access to municipal water and sewer services?
- 2) What is the proper allocation of municipal sewer services to Erin and Hillsburgh for new growth?
- 3) Is it more desirable to have one area with 500 homes, two areas with 250 homes or 5 areas with 100 homes?



- 4) For land that does not receive an allocation for municipal sewer services, is development using septic systems possible?
- 5) Are there constraints on land in the two villages that would prevent or hinder development on full, partial or individual services?
- 6) Would it be easier to determine land that would have little likelihood of receiving municipal sewers?

4. **Getting Answers**

Some of the questions require both technical and public input. In fact, the list of questions will likely get longer.

The Town may benefit by having some of the technical representatives on the Core Management Committee re-convene to discuss these issues and report back to Council. As Triton Engineering is preparing the EA terms of reference, they may be the logical group to coordinate this discussion.

Depending on the results of the technical representative discussions, it may be helpful to get some public perspective on these issues in the fall.

5. **Erin Official Plan Conformity Update**

The Erin Official Plan is significantly out of date with provincial and county policies. Municipal Councils have an obligation to maintain their official plan and to recognize new policy initiatives.

There is a long and growing list of provincial policies that affect municipal decision making and keeping official plan up to date has proven to be challenging even for the largest municipalities.

6. **County of Wellington Planning Structure**

**COUNTY OFFICIAL PLAN**

<b><u>NO LOCAL OFFICIAL PLAN</u></b>	<b><u>URBAN PLAN ONLY</u></b>	<b><u>URBAN AND RURAL PLAN</u></b>
Puslinch	Centre Wellington	Erin
Guelph-Eramosa		
Wellington North		
Minto		
Mapleton		

## 7. Compliance with Provincial Policy

	<u>COUNTY OFFICIAL PLAN</u>	<u>ERIN OFFICIAL PLAN</u>
<b>Current Policies</b>		
- Growth Plan	✓	✓
- 2005 Provincial Policy	✓	×
- 2014 Provincial Policy	×	×
- Greenbelt Plan	✓	×
- Planning Act Changes	✓	×
- 5-Year Review	✓	×
<b>Recent Provincial Policy</b>		
- Source Water Policies	in progress	×
- Second Residences	in progress	×
- Revised Growth Forecast (P2G)	in progress	×
<b>Potential Provincial Policy</b>		
- Revised Growth Plan	×	×
- Revised Greenbelt Plan	×	×

## 8. Options

Erin Council can consider two options with respect to the official plan:

- a) Budget for an updating process to begin in the near future. (Erin will benefit from the update work for the County Official Plan but there will still be a fairly substantial cost to do all the work.)
- b) Repeal the Erin Official Plan and rely on the County Official Plan with some Erin specific policies. (This could proceed immediately with only minor costs)

9. **Recommendation**

- a) Authorize Triton Engineering to hold a technical meeting of experts and agencies to discuss issues related to how the land use planning and environmental assessment should proceed.
- b) Hold a public information session in the fall to consider the issues.
- c) Determine the best option for updating the Erin Official Plan.

A handwritten signature in cursive script that reads "Gary Cousins".

Gary Cousins  
Director of Planning and Development

**THE CORPORATION OF THE TOWN OF ERIN  
CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

DRAFT

**THE CORPORATION OF THE TOWN OF ERIN****INDEX TO THE FINANCIAL STATEMENTS****YEAR ENDED DECEMBER 31, 2014**

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Chartered Accountants  
and Business Advisors

People Count.

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Town of Erin

We have audited the accompanying consolidated financial statements of The Corporation of the Town of Erin, which comprise the consolidated statement of financial position as at December 31, 2014 and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, these consolidated financial statements present fairly, in all material respects, the consolidated financial position of The Corporation of the Town of Erin as at December 31, 2014 and the consolidated results of its operations and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Fergus, Ontario  
July 13, 2015

Chartered Professional Accountants  
Licensed Public Accountants

**THE CORPORATION OF THE TOWN OF ERIN**  
**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**  
**AS AT DECEMBER 31, 2014**

	2014	2013
<b>FINANCIAL ASSETS</b>		
Cash	\$ 1,507,149	\$ 2,057,461
Taxes receivable	3,021,572	2,889,148
Accounts receivable	1,430,371	1,044,203
Investments	1,631,240	1,215,140
Tile drain loan receivable	<u>15,169</u>	<u>16,874</u>
	<u>7,605,501</u>	<u>7,222,826</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	1,913,145	1,849,850
Deferred capital funding	27,843	577,561
Long term debt (note 2)	2,556,732	2,893,533
Retirement benefits liability	133,721	130,979
Deferred revenue - Obligatory reserve funds (schedule 3)	2,027,376	1,613,669
Tile drain loan payable	<u>15,169</u>	<u>16,874</u>
	<u>6,673,986</u>	<u>7,082,466</u>
<b>NET FINANCIAL ASSETS</b> (page 6)	<u>931,515</u>	<u>140,360</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (schedule 2)	<u>49,618,463</u>	<u>50,240,781</u>
<b>ACCUMULATED SURPLUS</b> (schedule 4)	<u>\$ 50,549,978</u>	<u>\$ 50,381,141</u>

**THE CORPORATION OF THE TOWN OF ERIN**  
**CONSOLIDATED STATEMENT OF OPERATIONS**  
**AS AT DECEMBER 31, 2014**

	<b>2014 Budget (note 5)</b>	<b>2014 Actual</b>	<b>2013 Actual</b>
<b>REVENUE</b>			
Taxation revenue	\$ 5,648,136	\$ 5,785,697	\$ 5,589,539
Fees and user charges	2,428,953	2,366,646	2,170,313
Canada grants	0	8,500	6,500
Ontario grants	1,677,013	1,709,187	833,111
Other income (note 3)	895,743	864,749	715,415
Obligatory reserve fund revenue recognized (schedule 3)	<u>495,000</u>	<u>393,957</u>	<u>322,329</u>
	<u>11,144,845</u>	<u>11,128,736</u>	<u>9,637,207</u>
<b>EXPENSES</b>			
General government	1,515,145	1,518,255	1,531,577
Protection services	1,529,356	1,409,021	1,103,503
Transportation services	3,946,753	4,435,824	3,919,722
Environmental services	1,237,248	1,547,469	1,293,359
Social Services	31,580	34,413	31,600
Rental facility operations	11,670	12,628	6,520
Recreation services	1,753,536	1,683,639	1,626,128
Planning and development	<u>379,491</u>	<u>318,650</u>	<u>311,038</u>
	<u>10,404,779</u>	<u>10,959,899</u>	<u>9,823,447</u>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>\$ <u>740,066</u></b>	<b>168,837</b>	<b>(186,240)</b>
<b>ACCUMULATED SURPLUS at beginning of year</b>		<u>50,381,141</u>	<u>50,567,381</u>
<b>ACCUMULATED SURPLUS at end of year</b>		<b>\$ <u>50,549,978</u></b>	<b>\$ <u>50,381,141</u></b>



THE CORPORATION OF THE TOWN OF ERIN  
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
AS AT DECEMBER 31, 2014

	2014 Budget (note 5)	2014 Actual	2013 Actual
<b>Annual surplus (deficit)</b>	\$ <u>740,066</u>	\$ <u>168,837</u>	\$ <u>(186,240)</u>
Acquisition of tangible capital assets	(4,367,992)	(1,718,490)	(1,436,252)
Amortization of tangible capital assets	2,199,514	2,321,220	2,199,514
(Gain) loss on disposal of tangible capital assets	0	(30,836)	34,479
Proceeds on sale of tangible capital assets	<u>37,000</u>	<u>50,424</u>	<u>105,141</u>
	<u>(2,131,478)</u>	<u>622,318</u>	<u>902,882</u>
<b>(DECREASE) INCREASE IN NET FINANCIAL ASSETS</b>	\$ <u>(1,391,412)</u>	791,155	716,642
<b>NET FINANCIAL ASSETS (NET DEBT) at beginning of year</b>		<u>140,360</u>	<u>(576,282)</u>
<b>NET FINANCIAL ASSETS at end of year</b>		\$ <u>931,515</u>	\$ <u>140,360</u>

**THE CORPORATION OF THE TOWN OF ERIN**  
**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**AS AT DECEMBER 31, 2014**

	2014	2013
<b>CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>		
Annual surplus (deficit)	\$ 168,837	\$ (186,240)
Items not requiring an outlay of cash		
Amortization of tangible capital assets	2,321,220	2,199,514
(Gain) loss on disposal of tangible capital assets	<u>(30,836)</u>	<u>34,479</u>
	<u>2,459,221</u>	<u>2,047,753</u>
Net changes in non-cash working capital		
Taxes receivable	(132,424)	(411,073)
Accounts receivable	(386,168)	(55,459)
Accounts payable and accrued liabilities	63,295	(213,468)
Retirement benefits liability	2,742	4,477
Deferred revenue	(549,718)	(363,809)
Deferred revenue - Obligatory reserve funds	<u>413,707</u>	<u>541,623</u>
	<u>(588,566)</u>	<u>(497,709)</u>
	<u>1,870,655</u>	<u>1,550,044</u>
<b>CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES</b>		
Acquisition of tangible capital assets	(1,718,490)	(1,436,252)
Proceeds on disposal of tangible capital assets	<u>50,424</u>	<u>105,141</u>
	<u>(1,668,066)</u>	<u>(1,331,111)</u>
<b>CASH (USED IN) FINANCING ACTIVITIES</b>		
Long term debt	<u>(336,801)</u>	<u>(334,828)</u>
<b>CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>		
Investments	<u>(416,100)</u>	<u>1,476,522</u>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	(550,312)	1,360,627
<b>CASH, beginning of year</b>	<u>2,057,461</u>	<u>696,834</u>
<b>CASH, end of year</b>	<u>\$ 1,507,149</u>	<u>\$ 2,057,461</u>

**THE CORPORATION OF THE TOWN OF ERIN**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2014**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of The Corporation of the Town of Erin are the representation of management prepared in accordance with Canadian generally accepted accounting principles for governments as established by the Public Sector Accounting Board. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) **BASIS OF CONSOLIDATION**

- (i) These consolidated financial statements reflect the assets, liabilities, sources of financing and expenditures for the revenue fund, capital fund, reserve funds and reserves and include the activities of all committees of Council and the boards and municipal enterprises, which are under the control of Council:

- (a) Town of Erin Business Improvement Area
- (b) Ballinafad Community Centre
- (c) Town of Erin Tennis Club

All interfund assets and liabilities and sources of financing and expenditures have been eliminated with the exception of loans or advances between reserve funds and any other fund of the municipality and the resulting interest income and expenditures.

- (ii) The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Wellington are not reflected in the municipal fund balances of these financial statements.
- (iii) Trust funds and their related operations administered by the municipality are not consolidated, but are reported separately on the Trust Funds' Statement of Continuity and Statement of Financial Position.

(b) **BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting with the exception of principal and interest on long term liabilities which are charged against operations in the periods in which they are paid. The principal and interest charges are not accrued for the periods from the dates of the latest installment payments to the end of the financial year.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.
- (iii) Capital outlay to be recovered in future years, which represents the outstanding principal portion of unmatured long term liabilities for municipal expenditures or capital funds transferred to other organizations, is reported on the Consolidated Statement of Financial Position.

**THE CORPORATION OF THE TOWN OF ERIN  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

(c) INVESTMENTS

The investments held by the municipality are recorded at fair market value.

(d) DEFERRED REVENUE

The revenue is reported on the Consolidated Statement of Operations in the year in which it is used for the specified purpose.

(e) AMOUNTS TO BE RECOVERED

Amounts to be recovered are reported in the municipal position on the Consolidated Statement of Financial Position. The balance represents the outstanding principal portion of unmatured long term liabilities, liabilities not yet due, and other future expenditures not yet levied on the ratepayers.

(f) TRUST FUNDS

Funds held in trust by the municipality, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately on the Trust Funds' Statement of Continuity and Statement of Financial Position.

(g) NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over their estimated useful life as follows:

Land improvements	15 years
Buildings	40 years
Vehicles	10 to 20 years
Furniture and equipment	5 to 20 years
Roads	20 to 40 years
Bridges and infrastructure	40 to 75 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date received and also are recorded as revenue.

**THE CORPORATION OF THE TOWN OF ERIN  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

(g) NON-FINANCIAL ASSETS (continued)

(iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

**2. LONG TERM DEBT**

The balance of long term debt on the Consolidated Statement of Financial Position is made up of the following:

	<b>2014</b>	<b>2013</b>
Bank loan #1, due October 2015, payable in quarterly instalments of \$33,735 principal and interest, charged at 3.50%	\$ 131,927	\$ 259,452
Bank loan #2, due July 2014, payable in quarterly instalments of \$4,488 principal and interest, charged at prime + 0.5%	0	11,404
OMEIFA loan, due September 2016, repayable in semi-annual instalments of \$16,441 principal and interest, at a rate of approximately 2.44%	63,807	94,568
County of Wellington debenture, due October 2016, repayable in variable annual instalments, at variable interest rates from 4.30% to 4.60%	45,000	66,000
Canada Mortgage and Housing Corporation, due November 1, 2024, repayable in blended payments of \$25,765 at a rate of approximately 3.99%	209,082	225,837
OIPC debenture, due October 1, 2025, repayable in semi-annual payments of \$10,178 plus interest at a rate of 3.86%	223,916	244,272
County of Wellington debenture, due March 6, 2022, repayable in variable annual payments, at variable interest rates from 1.55% to 3.35%	<u>1,883,000</u>	<u>1,992,000</u>
	<u>\$ 2,556,732</u>	<u>\$ 2,893,533</u>

Future minimum payments on long term obligations are as follows:

2015	\$ 335,222
2016	207,764
2017	156,197
2018	158,949
2019	163,730
Thereafter	<u>1,534,870</u>
	<u>\$ 2,556,732</u>

The annual principal and interest payments required to service the long term debt of the municipality are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs and Housing.

**THE CORPORATION OF THE TOWN OF ERIN  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

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**3. OTHER INCOME**

	<b>2014</b>	<b>2013</b>
Penalties and interest on taxation	\$ 402,742	\$ 354,225
Licenses, permits and rents	286,357	316,447
Other fines and penalties	100	4,663
Investment income	45,678	44,236
Rents, concessions and franchises	12,852	6,302
Donations	0	1,500
Special levy	53,361	0
Gain (loss) on disposal of tangible capital assets	30,836	(34,479)
Other	<u>32,823</u>	<u>22,521</u>
	<u>\$ 864,749</u>	<u>\$ 715,415</u>

**4. PENSION AGREEMENTS**

The municipality makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement income to be received by the employees based on the length of service and rates of pay. The amount contributed to OMERS for 2014 was \$242,086 (2013 - \$241,653).

**5. BUDGET AMOUNTS**

The budgeted figures are presented for comparison purposes as prepared and approved by Council, and include the 2014 TCA/PSAB Budget Reconciliation Report prepared by staff.

**6. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF WELLINGTON**

During the year, the following taxation revenue was raised and remitted to the school boards and the County of Wellington:

	<b>2014</b>	<b>2013</b>
School boards	\$ 4,644,966	\$ 4,442,686
County of Wellington	<u>12,613,525</u>	<u>12,059,612</u>
	<u>\$ 17,258,491</u>	<u>\$ 16,502,298</u>

**7. TRUST FUNDS**

The trust funds administered by the municipality amounting to \$87,573 (2013 - \$84,606) have not been included in the Consolidated Statement of Financial Position, nor have the operations been included in the Consolidated Statement of Operations. At December 31, the trust fund balances are as follows:

	<b>2014</b>	<b>2013</b>
Duff Pit	\$ 22,121	\$ 21,849
Glenellen Well Program	<u>65,452</u>	<u>62,757</u>
	<u>\$ 87,573</u>	<u>\$ 84,606</u>

**THE CORPORATION OF THE TOWN OF ERIN**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2014**

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**8. SUBDIVISION AGREEMENTS**

As part of various subdivision agreements, the municipality has received letters of credit and performance bonds to cover developers' responsibilities in completing the projects as well as covering unpaid municipal levies. Letters of credit and performance bonds held by the municipality at December 31, 2014 amount to \$4,748,288 (2013 - \$5,464,473).

**9. TANGIBLE CAPITAL ASSETS**

	<b>Net 2014</b>	<b>Net 2013</b>
General		
Land	\$ 7,275,292	\$ 7,409,166
Buildings	8,239,027	5,059,888
Vehicles	2,268,031	2,065,894
Furniture and equipment	483,527	535,974
Infrastructure		
Roads	20,826,693	21,726,833
Bridges and infrastructure	10,261,396	10,461,191
Assets under construction	<u>264,497</u>	<u>2,981,835</u>
	<u>\$ 49,618,463</u>	<u>\$ 50,240,781</u>

**10. CONTINGENT LIABILITIES**

The municipality is, from time to time, subject to various claims. In one such claim, the municipality disputes the other party's claim of the municipality's share of costs under an existing agreement. The municipality has entered into negotiations with the other party to resolve the dispute. The municipality has accrued an estimate of its liability, based on its acknowledgement that it will be liable for some of the associated costs. The difference between the estimated liability and the potential liability is not material. The outcomes of all other claims outstanding at year end are not determinable. Accordingly, no accrual has been recorded for these claims.

**11. SEGMENTED INFORMATION**

The Corporation of the Town of Erin is a diversified municipal government institution that provides a wide range of services to its citizens, including Government and Administration Services, Protective Services (i.e. building inspection, fire and emergency services, bylaw enforcement, school crossing guards, animal control), Transportation Services (i.e. roadways, streetlighting, and sidewalks), Municipal Drinking Water, Environmental Services (i.e. stormwater management and source water protection), Recreation and Parks, and Planning and Community Development Services. For management reporting purposes, the government's operations and activities are organized and reported by fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Town services are provided by departments and their activities are reported in these funds.

**12. COMPARATIVE FIGURES**

Certain figures presented for comparative purposes have been reclassified to conform to the current year's presentation.

THE CORPORATION OF THE TOWN OF ERIN  
 CONSOLIDATED SCHEDULE OF SEGMENTED DISCLOSURE  
 FOR THE YEAR ENDED DECEMBER 31, 2014

Schedule 1

	General Government	Protection Services	Transportation Services	Environmental Services	Social Services	Rental Facility Operations	Recreation Services	Planning and Development	2014	2013
<b>EXPENSES</b>										
Salaries and benefits	\$ 979,588	\$ 690,683	\$ 964,462	\$ 438,565	\$ 0	\$ 0	\$ 703,110	\$ 92,862	\$ 3,869,270	\$ 3,995,424
Materials	203,091	262,590	1,957,782	351,983	34,413	12,628	723,574	190,134	3,736,195	3,052,353
Contracted services	226,503	39,664	27,438	356,938	0	0	0	35,654	686,197	256,297
Rents and financial expenses	66,250	0	0	27,762	0	0	0	0	94,012	114,835
Interest on long term debt	0	57,042	8,955	5,125	0	0	16,828	0	87,950	38,916
Amortization	42,823	196,038	1,477,187	367,096	0	0	238,076	0	2,321,220	2,199,514
Other	<u>0</u>	<u>163,004</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,051</u>	<u>0</u>	<u>165,055</u>	<u>166,108</u>
	<u>\$ 1,518,255</u>	<u>\$ 1,409,021</u>	<u>\$ 4,435,824</u>	<u>\$ 1,547,469</u>	<u>\$ 34,413</u>	<u>\$ 12,628</u>	<u>\$ 1,683,639</u>	<u>\$ 318,650</u>	<u>\$10,959,899</u>	<u>\$ 9,823,447</u>

See notes to the consolidated financial statements



THE CORPORATION OF THE TOWN OF ERIN  
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2014

Schedule 2

	Land and land improvements	Buildings	Vehicles	Roads	Furniture and equipment	Bridges and infrastructure	Assets under construction	2014	2013
<b>COST</b>									
Balance, beginning of year	\$ 8,112,203	\$ 11,898,912	\$ 5,024,972	\$ 40,724,088	\$ 1,478,865	\$ 15,230,994	\$ 2,981,835	\$ 85,451,869	\$ 84,601,712
Additions during the year	0	0	497,767	258,192	7,408	50,097	905,026	1,718,490	1,436,252
Disposals during the year	0	(18,790)	(338,806)	(54,854)	(18,769)	0	0	(431,219)	(586,095)
Other	0	3,580,637	0	0	41,727	0	(3,622,364)	0	0
Balance, end of year	<u>8,112,203</u>	<u>15,460,759</u>	<u>5,183,933</u>	<u>40,927,426</u>	<u>1,509,231</u>	<u>15,281,091</u>	<u>264,497</u>	<u>86,739,140</u>	<u>85,451,869</u>
<b>ACCUMULATED AMORTIZATION</b>									
Balance, beginning of year	703,037	6,839,024	2,959,078	18,997,255	942,891	4,769,803	0	35,211,088	33,458,049
Amortization	133,874	401,498	287,013	1,147,361	101,582	249,892	0	2,321,220	2,199,514
Accumulated amortization on disposals	0	(18,790)	(330,189)	(43,883)	(18,769)	0	0	(411,631)	(446,475)
Balance, end of year	<u>836,911</u>	<u>7,221,732</u>	<u>2,915,902</u>	<u>20,100,733</u>	<u>1,025,704</u>	<u>5,019,695</u>	<u>0</u>	<u>37,120,677</u>	<u>35,211,088</u>
<b>NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS</b>									
	<u>\$ 7,275,292</u>	<u>\$ 8,239,027</u>	<u>\$ 2,268,031</u>	<u>\$ 20,826,693</u>	<u>\$ 483,527</u>	<u>\$ 10,261,396</u>	<u>\$ 264,497</u>	<u>\$ 49,618,463</u>	<u>\$ 50,240,781</u>

See notes to the consolidated financial statements

## THE CORPORATION OF THE TOWN OF ERIN

CONSOLIDATED SCHEDULE OF DEFERRED REVENUE - OBLIGATORY  
RESERVE FUNDS

Schedule 3

FOR THE YEAR ENDED DECEMBER 31, 2014

	Dec. 31, 2013	Contributions Received	Investment Income	Revenue Recognized	Dec. 31, 2014
<b>Obligatory Reserve Funds</b>					
Development charges	\$ 1,056,950	\$ 276,922	\$ 21,140	\$ (104,103)	\$ 1,250,909
Federal gas tax funding	131,732	320,986	1,433	(222,067)	232,084
Drainage levy	5,989	0	46	0	6,035
Recreational land	<u>418,998</u>	<u>182,500</u>	<u>4,637</u>	<u>(67,787)</u>	<u>538,348</u>
	<u>\$ 1,613,669</u>	<u>\$ 780,408</u>	<u>\$ 27,256</u>	<u>\$ (393,957)</u>	<u>\$ 2,027,376</u>

DRAFT

THE CORPORATION OF THE TOWN OF ERIN  
 CONSOLIDATED SCHEDULE OF ACCUMULATED SURPLUS  
 FOR THE YEAR ENDED DECEMBER 31, 2014

Schedule 4

	2014	2013
<b>SURPLUSES</b>		
Invested in tangible capital assets	\$ 47,061,731	\$ 47,347,248
Erin Tennis Club	14,045	14,045
Ballinafad Community Centre	20,792	19,908
Business Improvement Area	(21,888)	(20,430)
General revenue fund	(465,224)	(616,403)
<b>Unfunded</b>		
Retirement benefits	(133,721)	(130,979)
	<u>46,475,735</u>	<u>46,613,389</u>
<b>RESERVES</b>		
<b>Working Capital Reserves</b>		
Working funds	412,352	419,760
Insurance, sick leave and WSIB	15,365	15,365
Current purposes	<u>227,240</u>	<u>254,070</u>
	<u>654,957</u>	<u>689,195</u>
<b>Capital Reserves</b>		
Capital purposes	<u>2,876,673</u>	<u>2,376,569</u>
	<u>3,531,630</u>	<u>3,065,764</u>
<b>RESERVE FUNDS</b>		
Current purposes	344,673	507,235
Capital purposes	<u>197,940</u>	<u>194,753</u>
	<u>542,613</u>	<u>701,988</u>
	<u>\$ 50,549,978</u>	<u>\$ 50,381,141</u>



Chartered Accountants  
and Business Advisors

People Count.

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Town of Erin

We have audited the accompanying financial statements of the trust funds of The Corporation of the Town of Erin, which comprise the statement of financial position as at December 31, 2014 and the statement of continuity for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Town of Erin as at December 31, 2014 and the consolidated results of its operations for the year then ended in accordance with Canadian public sector accounting standards.

Fergus, Ontario  
July 13, 2015

Chartered Professional Accountants  
Licensed Public Accountants

THE CORPORATION OF THE TOWN OF ERIN  
 TRUST FUNDS  
 STATEMENT OF FINANCIAL POSITION  
 AS AT DECEMBER 31, 2014

---

	<b>ASSETS</b>		
	<b>Total</b>	<b>Duff Pitt</b>	<b>Glenellen Well Program</b>
Cash	\$ 24,899	\$ 21,494	\$ 3,405
Investments (note 2)	<u>62,674</u>	<u>627</u>	<u>62,047</u>
	<u>\$ 87,573</u>	<u>\$ 22,121</u>	<u>\$ 65,452</u>
	<b>FUND BALANCE</b>		
Fund balance	<u>\$ 87,573</u>	<u>\$ 22,121</u>	<u>\$ 65,452</u>

THE CORPORATION OF THE TOWN OF ERIN  
 TRUST FUNDS  
 STATEMENT OF CONTINUITY  
 FOR THE YEAR ENDED DECEMBER 31, 2014

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	Total	Duff Pitt	Glenellen Well Program
<b>BALANCE, beginning of year</b>	\$ 84,606	\$ 21,849	\$ 62,757
<b>Interest earned</b>	<u>2,967</u>	<u>272</u>	<u>2,695</u>
<b>BALANCE, end of year</b>	<u>\$ 87,573</u>	<u>\$ 22,121</u>	<u>\$ 65,452</u>

DRAFT

**THE CORPORATION OF THE TOWN OF ERIN  
TRUST FUNDS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

---

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the trust funds of The Corporation of the Town of Erin are the representation of management prepared in accordance with Canadian generally accepted accounting principles for governments as established by the Public Sector Accounting Board. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) **BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting with the exception of principal and interest on long term liabilities which are charged against operations in the periods in which they are paid. The principal and interest charges are not accrued for the periods from the dates of the latest instalment payments to the end of the financial year.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

**2. INVESTMENTS**

Trust fund investments are fixed income securities and are recorded at amortized cost.



Chartered Accountants  
and Business Advisors

People Count.

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## INDEPENDENT AUDITOR'S REPORT

---

To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Town of Erin

We have audited the accompanying financial statements of The Corporation of the Town of Erin - Business Improvement Area which comprise the statement of financial position as at December 31, 2014 and the statement of financial activities for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, these financial statements present fairly, in all material respects, the financial position of The Corporation of the Town of Erin - Business Improvement Area as at December 31, 2014 and the consolidated results of its operations for the year then ended in accordance with Canadian public sector accounting standards.

Fergus, Ontario  
July 13, 2015

Chartered Professional Accountants  
Licensed Public Accountants



THE CORPORATION OF THE TOWN OF ERIN  
 BUSINESS IMPROVEMENT AREA  
 STATEMENT OF FINANCIAL POSITION  
 AS AT DECEMBER 31, 2014

	2014	2013
<b>LIABILITIES</b>		
Due to the Town of Erin	\$ <u>21,888</u>	\$ <u>20,430</u>
<b>MUNICIPAL POSITION</b>		
Municipal position	\$ <u>(21,888)</u>	\$ <u>(20,430)</u>

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THE CORPORATION OF THE TOWN OF ERIN  
 BUSINESS IMPROVEMENT AREA  
 STATEMENT OF FINANCIAL ACTIVITIES  
 FOR THE YEAR ENDED DECEMBER 31, 2014

	2014 Budget	2014 Actual	2013 Actual
<b>REVENUE</b>			
Grants	\$ 7,634	\$ 8,500	\$ 6,500
Special area rates	17,200	17,200	17,200
Transfers from Town reserve fund	0	0	9,670
Other	<u>10,650</u>	<u>9,425</u>	<u>8,731</u>
	<u>35,484</u>	<u>35,125</u>	<u>42,101</u>
<b>EXPENDITURES</b>			
Advertising	27,000	27,572	23,117
Office and sundry	1,484	1,615	756
Streetscape	<u>7,000</u>	<u>7,396</u>	<u>29,946</u>
	<u>35,484</u>	<u>36,583</u>	<u>53,819</u>
<b>CHANGE IN FUND BALANCE for the year</b>	0	(1,458)	(11,718)
<b>MUNICIPAL POSITION, beginning of year</b>	<u>(20,430)</u>	<u>(20,430)</u>	<u>(8,712)</u>
<b>MUNICIPAL POSITION, end of year</b>	<u>\$ (20,430)</u>	<u>\$ (21,888)</u>	<u>\$ (20,430)</u>

**THE CORPORATION OF THE TOWN OF ERIN  
BUSINESS IMPROVEMENT AREA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of The Corporation of the Town of Erin - Business Improvement Area are the representation of management prepared in accordance with Canadian generally accepted accounting principles for governments as established by the Public Sector Accounting Board. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

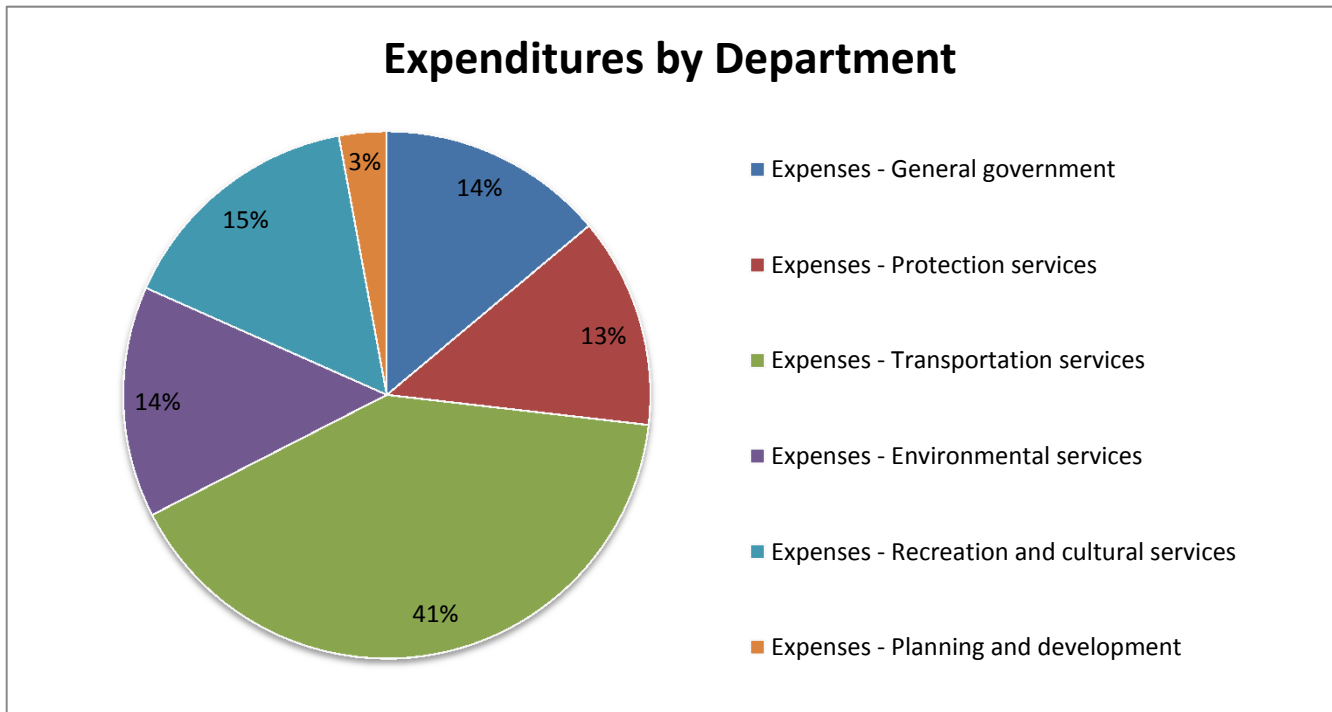
(a) **BASIS OF CONSOLIDATION**

The Business Improvement Area has been consolidated with the financial statements of The Corporation of the Town of Erin.

(b) **BASIS OF ACCOUNTING**

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting, with the exception of principal and interest on long term liabilities which are charged against operations in the periods in which they are paid. The principal and interest charges are not accrued for the periods from the dates of the latest instalment payments to the end of the financial year.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

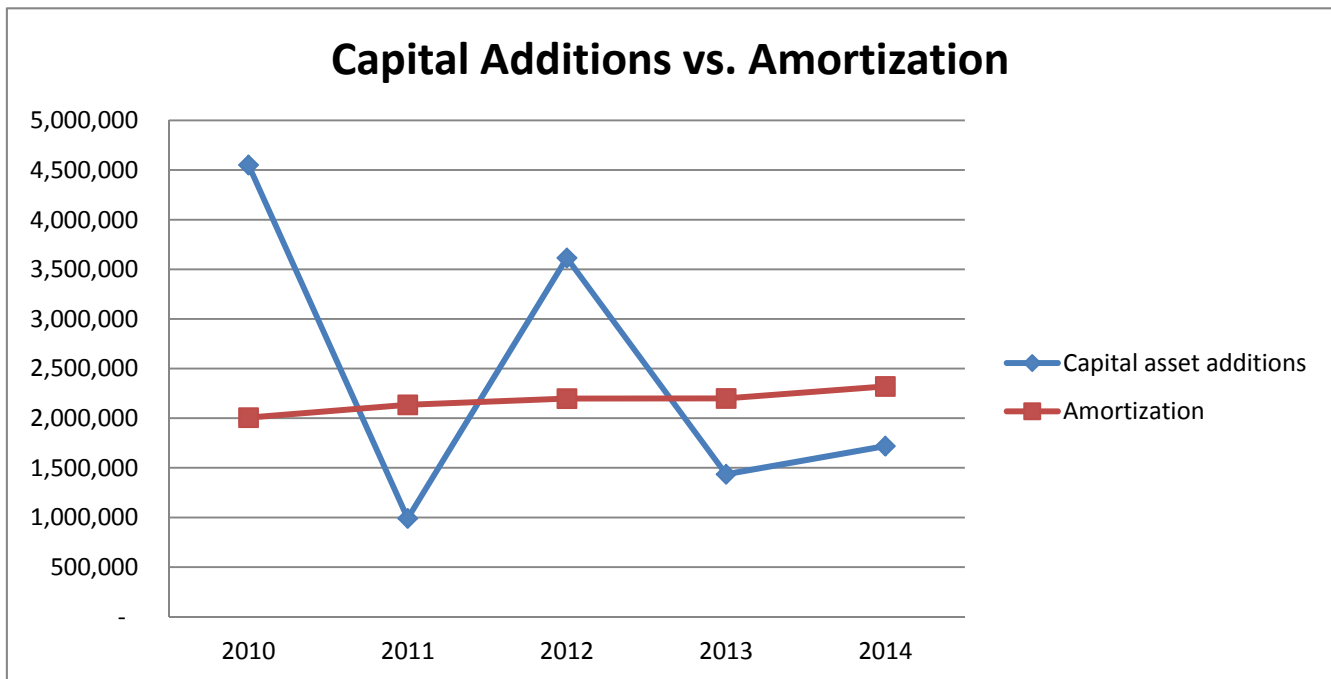
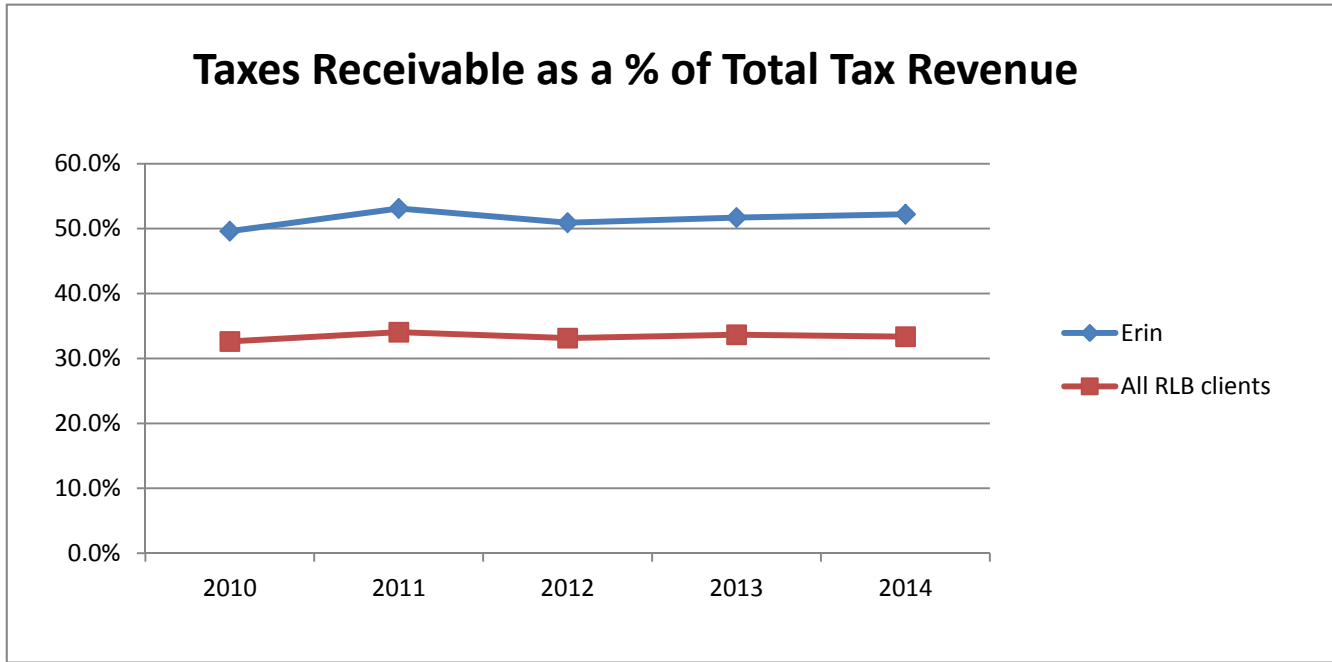
**Town of Erin  
Summary of Key Operating Measures  
December 31, 2014**



# Town of Erin

## Summary of Key Operating Measures

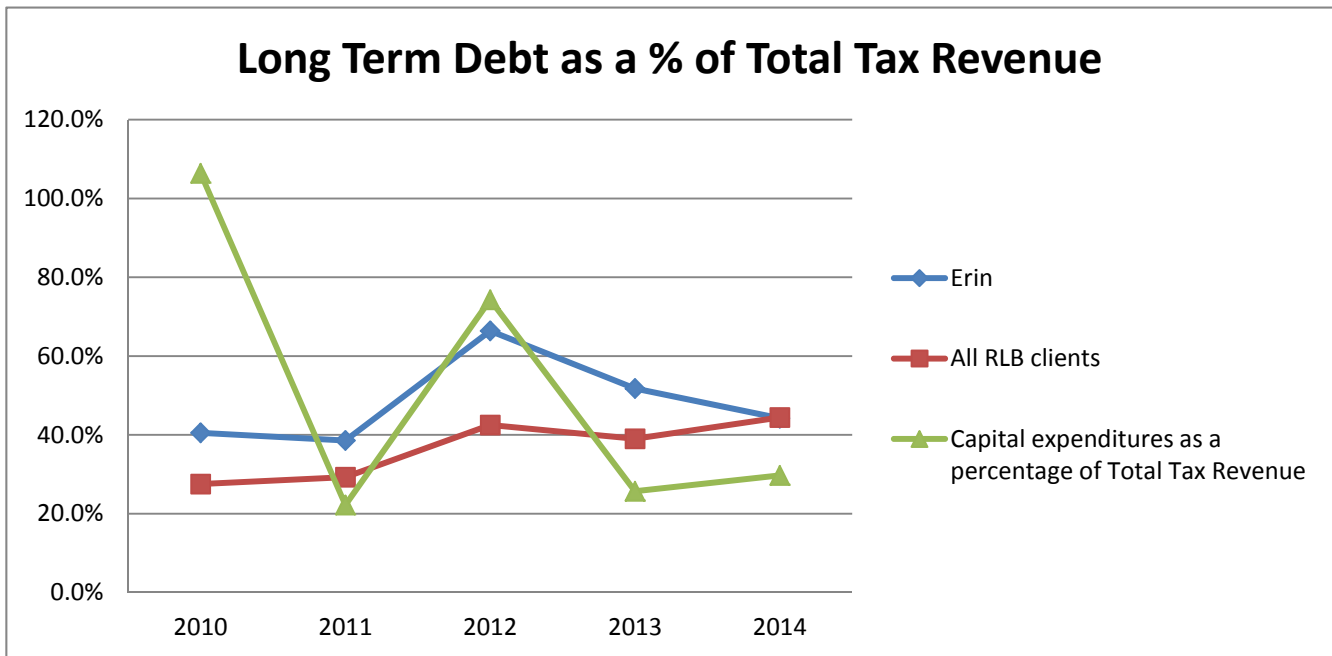
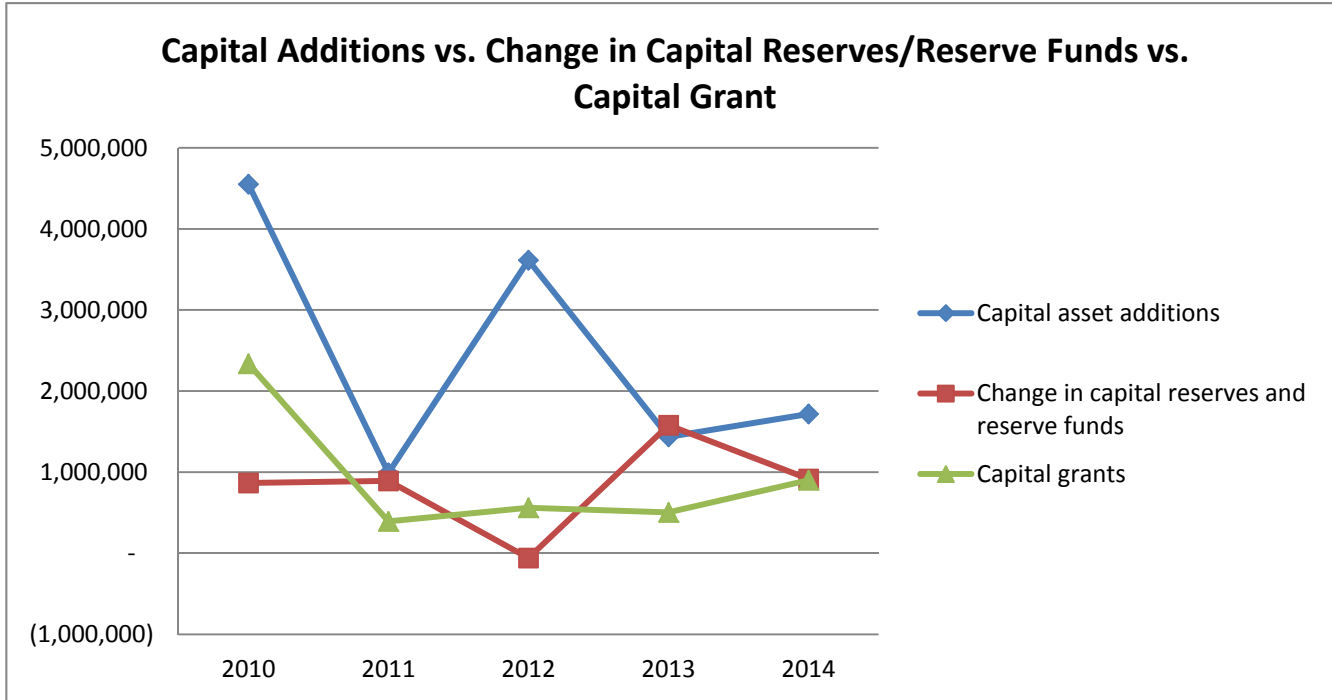
### December 31, 2014



# Town of Erin

## Summary of Key Operating Measures

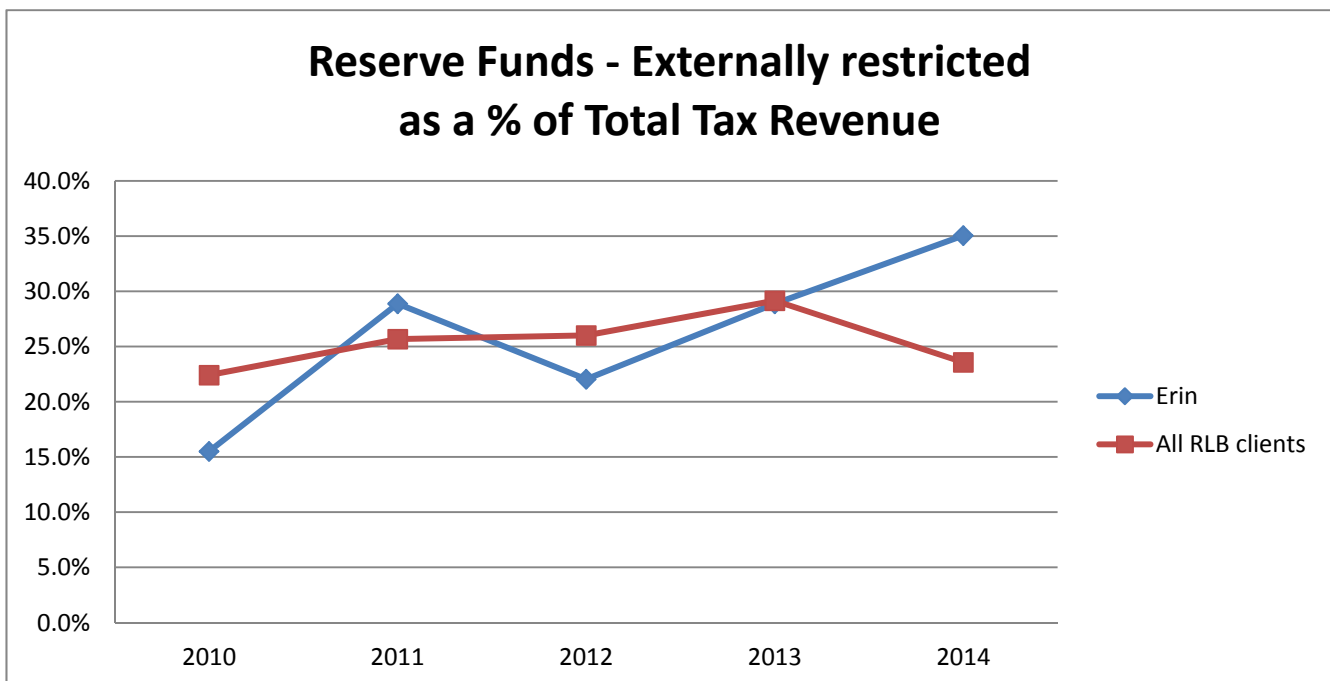
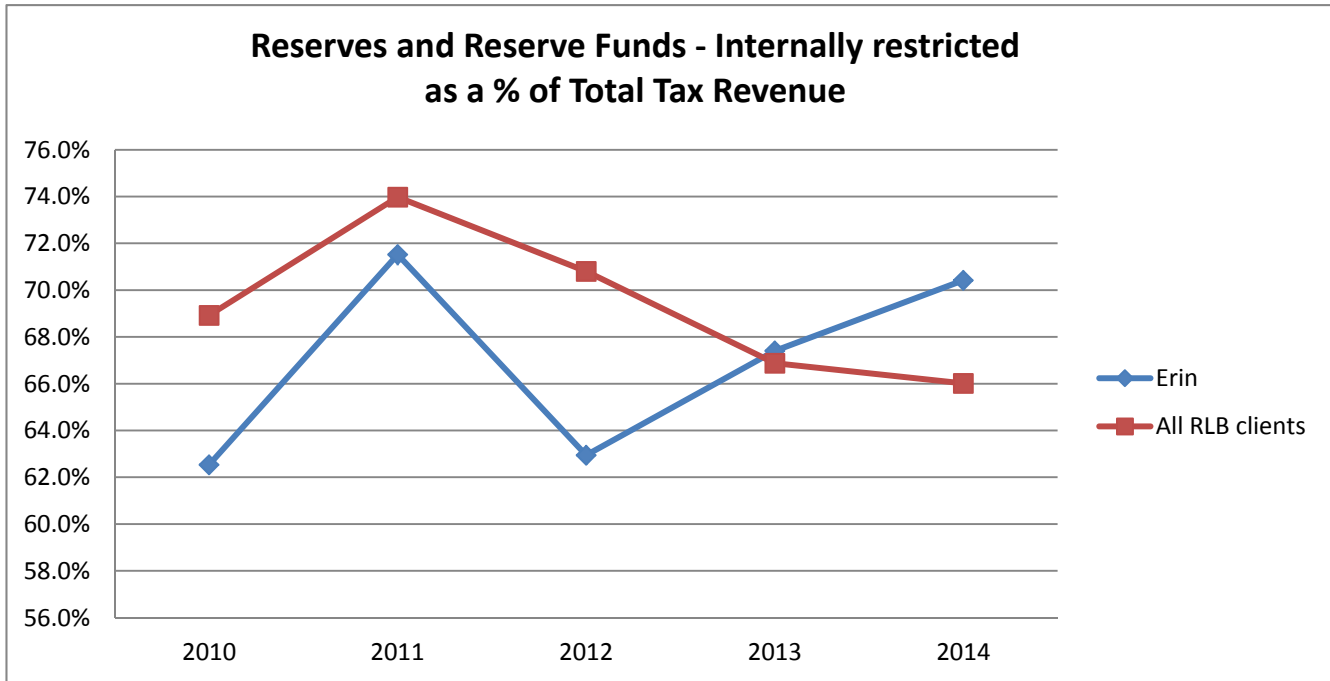
### December 31, 2014



# Town of Erin

## Summary of Key Operating Measures

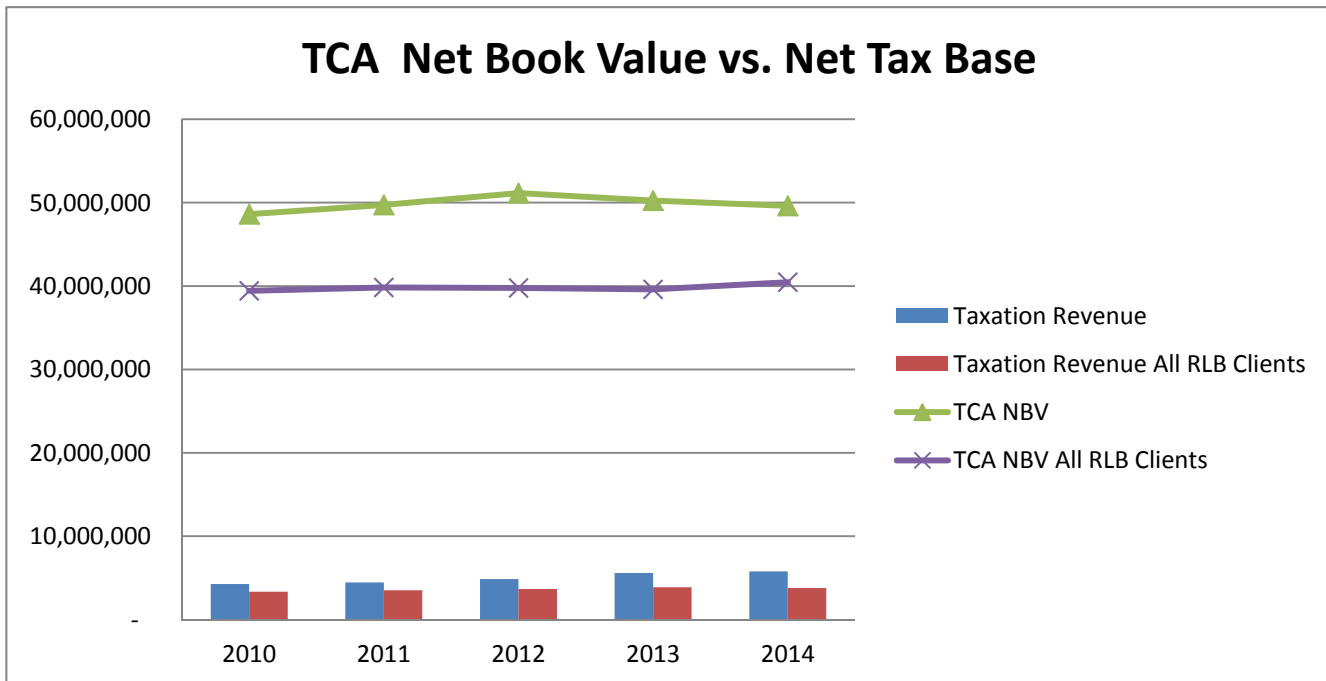
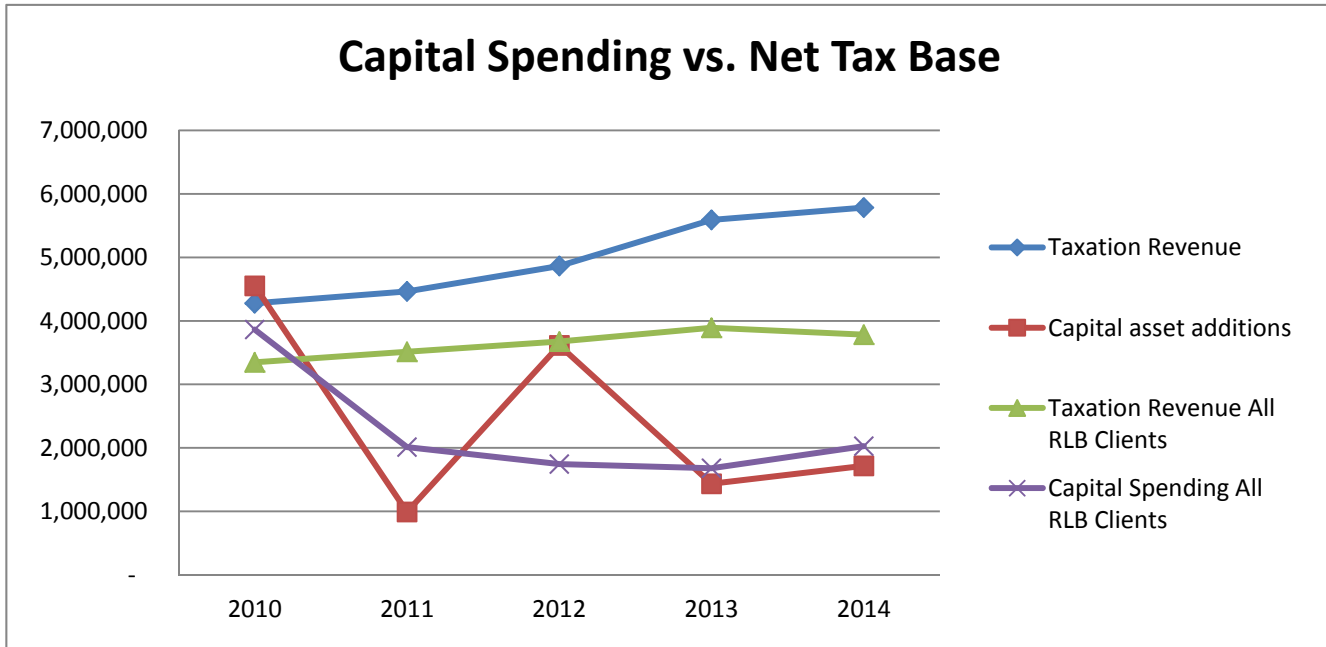
### December 31, 2014



# Town of Erin

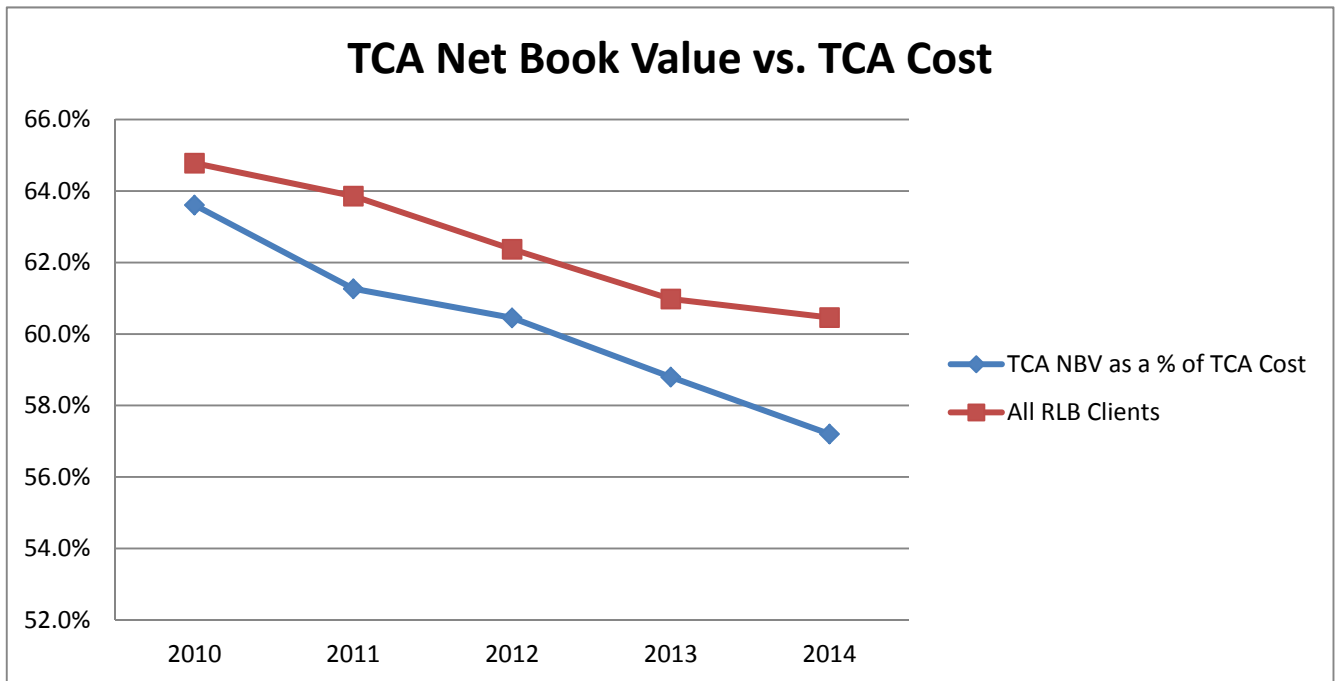
## Summary of Key Operating Measures

### December 31, 2014





**Town of Erin**  
**Summary of Key Operating Measures**  
**December 31, 2014**



## REQUEST TO BE A DELEGATION BEFORE COUNCIL

Council meetings are held the first Tuesday of each month at 1:00 pm and the third Tuesday of each month at 7:30 pm, unless otherwise posted. Please note that there is only one meeting during July and August. The Requests to appear before Council must be received in writing by the Clerk NO LATER than noon of the WEDNESDAY immediately preceding the scheduled Council meeting complete with a copy of the presentation materials as detailed in the delegation protocol on page 2. This form must be complete and legible in order to be accepted. The Clerk will evaluate this request, and assign a presentation date once it has been deemed appropriate.


**MEETING DATE BEING REQUESTED:**

June 16, 2015

**1<sup>st</sup> Choice**

Ruby Lennox, V.P.

**Name of delegate(s) or group representative**
**2<sup>nd</sup> Choice**

Wellington Federation of

**Group Delegation Represents**

Agriculture

**PURPOSE OF DELEGATION (PLEASE ATTACH FULL PRESENTATION):**

see attached.

**DESIRED ACTION OF COUNCIL THAT YOU ARE SEEKING:**

An update of WFA is doing locally. Better dialogue between WFA and Councillors - we are presenting to all townships.

**CONTACT INFORMATION:**
**Name:**

Lisa Hern, Secretary-Treasurer.

**Address:**

RR#2 Kenilworth

**Phone:**

519-848-3774

**E-Mail:**

JPLH1@XPLORNET.CA

Once a date and time has been established, the Clerk's Department will contact you by phone, fax or e-mail. Please ensure you receive confirmation, and follow up with the Clerk if you have not.

I have read the excerpt from the Town of Erin Procedural By-Law (on page 2 of this form), and understand that the information contained herein, including any attachments, will become public documents, included in the meeting agendas, and posted on the Town website.

I also understand that my presentation and any supporting documentation must be submitted with this delegation form and typed or legibly written, in order for this form to be accepted. The completed form and attachments may be submitted by e-mail to [dina.lundy@erin.ca](mailto:dina.lundy@erin.ca). ALL submissions must be received by the Clerk no later than 12:00 pm on the WEDNESDAY immediately preceding the meeting.

I also understand that if any correspondence relating to this request contains obscene or improper matters, language, or does not meet the requirements of the delegation protocol, the Clerk shall decide whether it should be included in the agenda for a Council meeting and if not, I will be notified.

[Signature]  
Signature of Applicant

June 2, 2015.  
Date

Your name, address, comments, and any other personal information is collected and maintained for the purpose of creating a record available to the general public pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56 as amended. Questions about this collection should be directed to the Clerk, The Corporation of the Town of Erin, 5684 Trafalgar Road, Hillsburgh, ON N0B 1Z0. Call: (519) 855-4407 Ext 233 or Toll Free 1-877-818-2888  
Fax: (519) 855-4821 E-mail [dina.lundy@erin.ca](mailto:dina.lundy@erin.ca) Website: [www.erin.ca](http://www.erin.ca)

## Federations at work for rural municipalities

The Wellington Federation of Agriculture (WFA) is the largest organization representing farmers in Wellington County.

Wellington County farmers:

- generated \$704 M of revenue in 2013 at the farm gate with dairy being the largest contributing commodity,
- created 58, 142 weeks of work for local labour ,
- care for nearly ½ million acres of farmland with a substantial percentage covered by an Environmental Farm Plan
- provide ecological goods and services for free but with a value estimated at \$190 M annually

### WFA in action – the Wellington North example

Wellington North like all rural municipalities struggles with funding for infrastructure like roads and bridges. The struggle intensified after a provincial funding source, the Connecting Links program was suddenly cut without consultation.

In 2014, Wellington North was facing a \$1.6 M repair bill for the Rick Hopkins Bridge on the edge of Mount Forest.



The WFA in collaboration with a Wellington North councilor submitted a resolution to restore or replace the Connecting Links funding program to the Ontario Federation of Agriculture (OFA.) The provincial board accepted the resolution and initiated action immediately. OFA leaders and staff worked with the Western Ontario Wardens Caucus and the Eastern Ontario Wardens Caucus to develop awareness of the Connecting Links issue among other municipalities. The Connecting Links issue and other municipal funding concerns were prominent issues in a lobby session with Ministers Leal and McMeekin late in October 2014. The lobby continues in 2015 to get stable funding for rural Ontario's infrastructure, a critical component of Ontario's economy. Rural infrastructure is consistently a dominant issue in OFA's pre-budget submissions to the Ontario government. As well,

OFA continues to press the Ontario government to redress chronic shortfalls in funding to rural communities e.g. the Ontario Municipal Partnership Fund.

### Principled Taxation

Property tax is the major vehicle for Wellington's municipalities to raise the funds needed to deliver services and maintain the structure that farmers, businesses and rural residents depend on.

Municipal councilors know that their voters have a very low threshold for property tax increases. Increasing property tax is particularly difficult for those on low or fixed incomes. Small businesses in small communities run on tight margins to meet payroll and often struggle to find extra cash for more tax. Farmers are business people too and farmland is a key component in the cost of production. Most sectors of agriculture compete in global markets where farmers are price takers. Increasing property taxes cannot just be added to thrice per bushel.

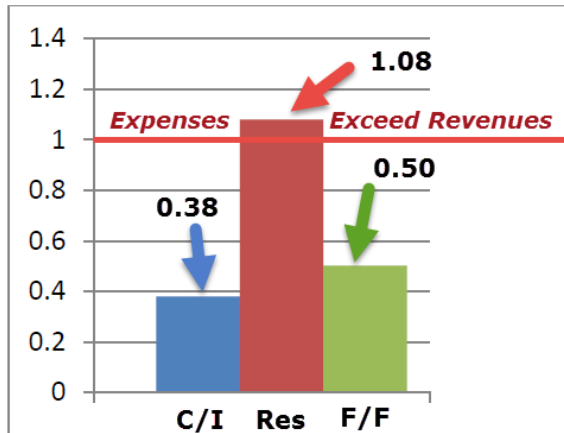
The OFA in an effort to create meaningful dialogue on property tax initiated a Cost of Community Services study in 2014. Discussions on property tax often focus exclusively on revenue. Prudent financial managers know that expenses are just as important as revenues. Cost of Community Services studies are a recognized method to analyze municipal costs by property class. Hundreds of studies have been completed in the United States. Very few have been done in Canada.

Ben Lefort (OFA Farm Policy Research Group) recently completed a Cost of Community Services study in cooperation with a rural municipality, Bayham in Elgin County.

Cost of Community Service studies are a "snapshot" of the expenses and revenues of a township. Using the methods developed from over a hundred similar studies in the US, the expenses and revenues are portioned out to the three, main land use categories found in rural municipalities: Commercial/Industrial (C/I), Residential (Res) and Farm/Forest (F/F).

The final results are expressed in a ratio of expenses over revenues attributed to each class.

Here's what Ben discovered for Bayham.



“...In 2012, the municipality collected approximately twice as much revenue associated with the farm/forest category [F/F] than it spent on servicing farm/forest lands. Farm/forest land uses, along with commercial/industrial [C/I] uses, effectively ‘subsidized’ residential [Res] uses. While some have claimed that farm/forest uses are subsidized by a tax rate that is equal to 25% of the residential rate, this study demonstrates that the farm/forest category has more than paid its way.

So what! Rural municipalities are still struggling to deliver balanced budgets with few options to generate the cash.

The study also highlights two expense categories and questions whether these expenses might be contrary to the principles of property tax. If property tax is intended to cover property-related services like roads, shouldn't the money for pre-dominantly people-related services like policing and education come from the other forms of taxation?

OFA has already sparked some thoughtful discussions with this study. OFA continues to lobby for a more equitable property tax and advocates for provincial funding that is fair for rural Ontario.

### Did you know?

Farmers are homeowners too!

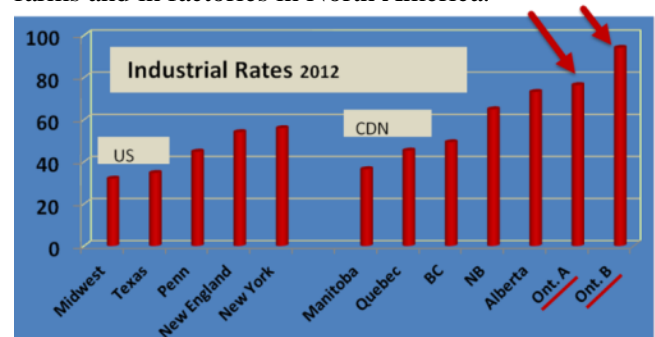
Farmers pay Residential rates on their homes plus 1 acre of land at the MPAC assessed value just like their non-farm neighbours

## The Cost of Energy

**Natural Gas:** Natural Gas is today's cheapest source of energy to heat homes. Homeowners can save hundreds and often thousands of dollars a year with natural gas. The energy savings that would be available to farmers running grain dryers or heating poultry barns is easily thousands and tens of thousands of dollars each year if natural gas was an option. OFA after surveying its members estimates that natural gas is available to less than 20% of rural Ontarians. Ontario lags behind Manitoba, Saskatchewan and Alberta – provinces with substantially fewer rural customers available.

The OFA has intensified its lobby for better access to natural gas since 2013. The Ontario government has proposed a Natural Gas Access Loan with details still forthcoming on how municipalities can access the funds. Depending on the details this could be a good, first step towards energizing economic development in rural Ontario.

**Electricity:** Ontario's farmers and manufactures pay among the very highest industrial rates for power on farms and in factories in North America.



Comparison of Ontario Power Rates with Competing Jurisdictions

OFA is working with a coalition of Ontario manufacturers to develop a strategy that can make Ontario power rates more competitive and at the same time not increase rates for homeowners. As this initiative develops the coalition will be looking for the support of municipalities.

### Get the “Real Dirt on Farming



Not sure about a farm issue and want a little background?

Start here: [www.realdirtontfarming.ca](http://www.realdirtontfarming.ca)



## **PLANNING REPORT for the TOWN OF ERIN**

Prepared by the County of Wellington Planning and Development Department

**DATE:** June 26, 2015  
**TO:** Kathryn Ironmonger, CAO  
 Town of Erin  
**FROM:** Sarah Wilhelm, Senior Planner  
 County of Wellington  
**SUBJECT:** **AMENDING BY-LAW D14 Z15-02 Loupen Investments Ltd.  
 Zoning By-law Amendment  
 To Restrict Agricultural Land from Future Residential Use  
 5885 Eighth Line (Pt. Lots 24, 25 & 26, Concession 9), Erin**  
**ATTACHMENTS:** Draft Amending By-law

### **SUMMARY**

This zoning by-law amendment to facilitate a surplus farm dwelling severance is consistent with the Provincial Policy Statement and generally conforms to the Town of Erin and County of Wellington Official Plans. There were no public or agency concerns raised during the circulation or at the public meeting. The application would satisfy a condition of severance B101/14 which requires that the agricultural land is rezoned to prohibit future residential uses. 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 June 5, 2015 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 prohibit future residential development on the agricultural portion of the property. This rezoning is a condition of severance application B101/14, which was granted provisional approval by the County Land Division Committee January 15, 2015. The application would sever a 22 ha (54 ac) surplus farm dwelling parcel with an existing house, garage, shed and two barns, leaving a vacant 45 ha (111 ac) agricultural parcel to be retained. If approved, the retained lands would continue to be used for agricultural purposes.

### **CONSULTATION**

A public meeting was held on June 16, 2015. 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-138) to a portion of the property, which states:

"Notwithstanding the provisions of the Agricultural Zone, the lands to which A-138 applies may be used only for agricultural uses, residential and all uses accessory to residential uses are prohibited."

This provision has been previously applied to a similar rezoning application located at Lot 13, Concession 5 (Leitch). As a result, the amendment would be a map change. The only text change would be the addition of the by-law number, location and roll# of this property to the special provisions table.

**PLANNING OPINION**

In our opinion, the proposed rezoning to prohibit residential uses on the remnant farm parcel is consistent with the Provincial Policy Statement and generally conforms to the Provincial Growth Plan and the County Official Plan.

**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



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Sarah Wilhelm, BES, MCIP, RPP  
Senior Planner



## Staff Report

**Report #:** BD2015-07

**Date:** July-13-15

**Submitted By:** Andrew Hartholt

**Subject:** Demolition Report- 9050 Sideroad 10

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### Recommendations:

**Be it resolved that** Council hereby receives Building Department Demolition Report, dated July 13, 2015, regarding the application for demolition permit to demolish a single residential dwelling located at 9050 Sideroad 10, Town of Erin, Assessment Roll No. 23 16 000 005 11850 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:***

An authorized agent of the owner has applied for a demolition permit to demolish and remove the house that is existing. The Building Department has received an application to construct a replacement house on the property.

### ***Information:***

The demolition permit application was received June 23, 2015. The house is **not** listed on the heritage inventory.

### ***Property Information:***

Owner: Paul & Crystal Pahuta  
 Legal Description: Con 4 E PT LOT 11 RP61R4600; Part 1  
 Assessment Roll No.: 23 16 000 005 11850 0000  
 Zoned: A & EP2

**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 house to be demolished

Appendix II –photos of house proposed to be demolished



**Appendix I – Site plan showing house to be demolished**



**Appendix II** –photos of house proposed to be demolished

Front Elevation



Rear Elevation





## Staff Report

**Report #:** D15-09-01000

**Date:** July-13-15

**Submitted By:** Andrew Hartholt, Chief Building Official

**Subject:** Conditional Site Plan Approval – Copperhill Developments Inc. -  
111 Trafalgar Road

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### Recommendations:

**Be it resolved that** Council hereby receives the site plan approval for Copperhill Developments Inc., 111 Trafalgar Road subject to conditions attached.

**And That** Council approves the site plan approval for Copperhill Developments Inc., 111 Trafalgar Road subject to conditions attached.

### Proposal:

The applicant seeks site plan approval to construct a 220 m<sup>2</sup> (2370 ft<sup>2</sup>.) five apartment complex comprising of 4 two bedroom residential units and 1 one bedroom residential unit. All of which have separate entrances.

The main site statistics are as follows:

Total Lot Area	889m <sup>2</sup> (9570 ft <sup>2</sup> )
Lot Frontage – Trafalgar Rd	17.07 m (56 ft.)
Total Gross Floor Area	494.99 m <sup>2</sup> (5328 ft <sup>2</sup> )
Parking Required	7.5 spaces
Parking Provided	9 spaces
Area of Septic bed	41.6 m <sup>2</sup> (448 ft <sup>2</sup> )

Vehicular access will be via 111Trafalgar Road.

### Background

#### Location

The subject land is located at 111 Trafalgar Road. The land is legally described as Plan 62 Part Lot CC.

## Zoning

The site is zoned C1, Central Commercial.

Minor Variance 04-14 - seeking relief from Zoning By-Law Section 7.1.4.1 to permit residential dwellings on the ground floor of a proposed building.

Conditions for Minor Variance:

- Confirmation that the required parking spaces can be accommodated on the site, while maintaining enough room for the septic system.
- Payment of Development Charges prior to the issuance of a building permit.
- Disclosure in any agreements (rental agreements) that the permitted zoning allows for commercial uses under the C1 Commercial zoning on the main floor.
- The building design accommodates barrier free access to the unit adjacent to Trafalgar Road on the ground floor.

## Building Permit

A demolition permit to remove 2 apartments was issued June 20, 2012 and was completed on May 2, 2013.

## **Financial Impact:**

None

## **Consultation:**

Town of Erin technical committee, Town engineer, County of Wellington Roads and Planning, Credit Valley Conservation Authorities, Fire & Emergency Services, Public Works and Water Department.

## **Communication Plan:**

Through regular council meeting.

## **Conclusion:**

The proposed use, 5-plex apartment, is permitted in the C1 zone of the Town of Erin Zoning By-law, with the approval of Minor Variance 04-14 conditions to allow for central commercial (C1) uses on the main floor of the building. The building itself will be 3 storeys in height at the front and drop down to 2 storeys in the rear of the lot. Please see attached appendix for the site plan proposed.

Staff supports the conditions of site plan approval to ensure the proposed development is completed in accordance with the proposed plan.

**Appendices:**

Appendix I – Conditions of approval

Appendix II – Site plan of proposed development

**Appendix I**

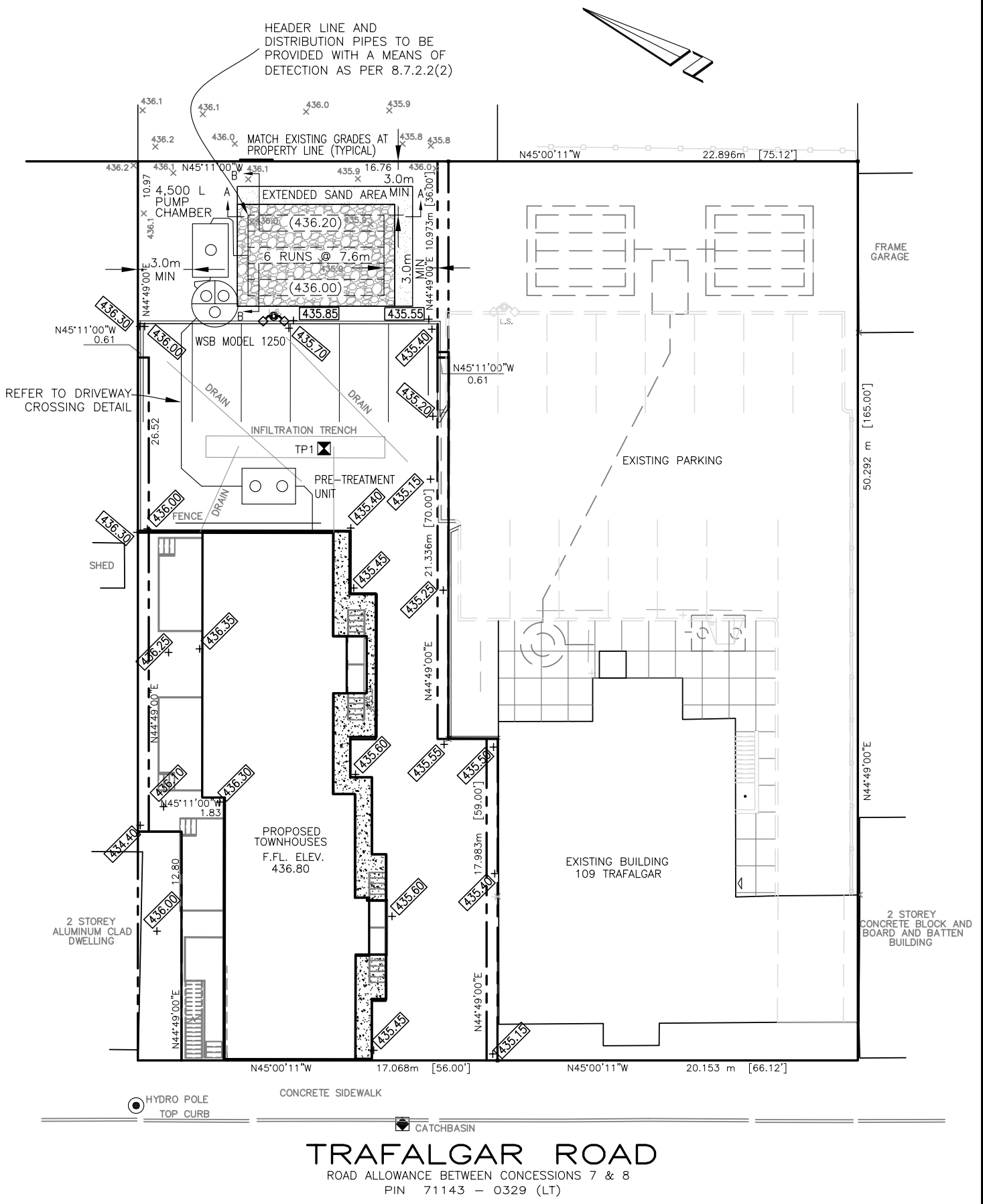
**A. Conditions which must be satisfied prior to building permit issuance.**

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, 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 any Fire Protection concerns be resolved and an application be submitted to place the fire route on the Town's by-law.
7. That any Hydro concerns be resolved
8. That the applicant confirms that any signage conforms to the sign by-law to the satisfaction of the By-law Enforcement staff.
9. That a Stormwater Management Report and Plan be approved by the Town of Erin.
10. 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.
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 an entrance permit and/or curb cut permit be obtained from the appropriate Road Authority.
14. That driveway culverts, if necessary, be installed to the satisfaction of the Roads Department.
15. That an access easement between properties be establish and registered on title.

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

16. 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.
17. 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.
18. That for all undeveloped or phased areas of the site that ground cover be established prior to release of any securities.
19. That all padmount electrical transformers be screened from public view with appropriate landscaping to the satisfaction of the Town and Hydro Authority.
20. That all external refuse containers be fully screened with material compatible to the main structure and be maintained in good repair.
21. That on-site lighting not impinge on adjacent lands and be directed away from nearby residences.
22. 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.
23. That any proposed wood fence be constructed of pressure treated pine or western red cedar with all hardware being galvanized.
24. That no landscaping or site facilities (i.e. signs, planters, parking, entry features) be placed within the road widening area, other than sod and street trees, unless specifically approved by the Roads Department.
25. That all conditions of this Site Plan approval shall have been complied with prior to the 13<sup>th</sup> of July 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.
26. That the Town of Erin Roads Department is satisfied with the sidewalk conditions and no new damage has been done to the Town property.

# Appendix II - Site Plan of Proposed Development



## TRAFALGAR ROAD

ROAD ALLOWANCE BETWEEN CONCESSIONS 7 & 8

PIN 71143 - 0329 (LT)



## Staff Report

**Report #:** BD2015-08

**Date:** July-13-15

**Submitted By:** Andrew Hartholt, Chief Building Official

**Subject:** Roof Quotes for Municipal Office

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### Recommendations:

**Be it resolved that** Council receives the roofing replacement quote results report;

**And That** Council accepts the quote of All Pro Roofing Inc (the lowest bidder) for the replacement of the shingles at the Municipal Office for a price of \$24,860.00 including HST.

### Background:

Quotations were sent to companies known to be in the roofing business. This invited quotations to be submitted for the replacement of the shingles and associated materials at the municipal office. The quotations received are summarized below.

All Pro Roofing Inc.	\$ 24,860.00 including HST.
DH Contracting	\$ 26,498.50 including HST.
Vander Wilp Roofing	\$ 28,250.00 including HST.
Halton Roofing	\$ 29,210.50 including HST.

### Financial Impact:

\$25,000 was the approved expenditure in the 2015 Capital Budget under "General Government".



**Consultation:**

CAO & Director of Finance

**Communications Plan:**

Through regular council meeting

**Conclusion:**

That Council accepts the quote of All Pro Roofing Inc (the lowest bidder) for the replacement of the shingles at the Municipal Office for a price of \$ including HST

**Appendices:**

None



## **Staff Report**

**Report #:** BD2015-09  
**Date:** July-13-15  
**Submitted By:** Andrew Hartholt, Chief Building Official  
**Subject:** Monthly Building Permit Activity – June 2015

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### **Recommendations:**

**Be it resolved that** Council hereby receives Building Department Month End for June 2015 for information”

### **Background:**

Overall June was a good month with an increase of 31% in building permits when compared to June 2014 building permits. See the attached appendix for full comparisons of June 2015 building permits vs. June 2014 building permits.

### **Financial Impact:**

None

### **Consultation:**

N/A

### **Communications Plan:**

To be presented at a regular council meeting.

### **Appendices:**

Appendix I – Building Permit to Date – July 7, 2015

Appendix II – Month by Month comparison – January to June 2015

# Appendix I -Building Permits to Date

Town Of Erin

## Permit Comparison Summary

Issued For Period **JAN 1,2015** To **JUL 7,2015**

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
<b>Accessory Building</b>						
Deck	10	4,408.18	111,200.00	8	2,666.86	116,300.00
Pool	10	2,200.00	238,000.00	5	1,000.00	140,000.00
<b>Accessory Building - Residential</b>						
Accessory Building - Residential	18	11,075.93	347,500.00	13	10,093.76	377,000.00
<b>Assembly</b>						
Assembly	1	75.00	5,000.00	1	75.00	0.00
<b>Change of Use</b>						
Change of Use	1	2,751.80	25,000.00	0	0.00	0.00
<b>Commercial</b>						
Commercial	2	0.00	1,810,000.00	0	0.00	0.00
Commercial - Major renovation	2	2,750.00	100,000.00	4	5,500.00	135,778.00
Commercial - Minor renovation	4	2,325.00	80,000.00	0	0.00	0.00
<b>Demolition</b>						
Demolition Permit	0	0.00	0.00	2	400.00	15,000.00
Demolition Permit - Non-Residential	2	1,500.00	0.00	0	0.00	0.00
<b>Farm Building</b>						
Farm Building - Addition/renovation	6	4,260.00	693,000.00	2	2,057.60	487,500.00
Farm Building - New	5	6,585.18	354,250.00	6	4,147.20	281,300.00
<b>Industrial</b>						
Industrial	1	8,160.00	150,000.00	0	0.00	0.00
Industrial - Major	2	1,500.00	840,000.00	2	7,070.00	506,000.00
<b>Institutional</b>						
Institutional - Major	1	2,000.00	400,000.00	0	0.00	0.00
Institutional - Minor	1	750.00	3,000.00	0	0.00	0.00
<b>Residential</b>						
Residential - Major	8	17,658.56	1,995,000.00	16	29,000.74	2,388,000.00
Residential - Minor	6	1,536.23	49,000.00	8	2,541.30	92,200.00
Residential - Multiple	0	0.00	0.00	2	400.00	77,000.00
<b>Residential - New</b>						
Residential -SDR	9	26,487.85	3,636,000.00	21	72,525.97	10,113,000.00
<b>Septic Permit</b>						
Septic Permit	19	8,775.00	0.00	34	16,275.00	0.00
Septic Permit - Tank Replacement	5	1,000.00	0.00	4	800.00	0.00
<b>Tent</b>						
Tent	2	400.00	0.00	3	600.00	0.00

## Town Of Erin

**Permit Comparison Summary**

Issued For Period JAN 1,2015 To JUL 7,2015

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	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	115	131
Total Dwelling Units Created	11	21
Total Permit Value	10,836,950.00	14,729,078.00
Total Permit Fees	106,198.73	155,153.43
Total Compliance Letters Issued	12	26
Total Compliance Letter Fees	900.00	1,950.00

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<u>Permit Charge</u>	<u>Amount</u>
Accessory Building - Residenti	10,093.76
Assembly	75.00
Commercial - Major renovation	5,500.00
Deck	2,666.86
Demolition Permit	400.00
Farm Building - Addition/renov	2,057.60
Farm Building - New	4,147.20
Industrial - Major	7,070.00
Pool	1,000.00
Residential - Major	29,000.74
Residential - Minor	2,541.30
Residential - Multiple	400.00
Residential -SDR	72,525.97
Septic Permit	16,275.00
Septic Permit - Tank Replaceme	800.00
Tent	600.00
Total	155,153.43

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## Town Of Erin

**Permit Comparison Summary**

Issued For Period JAN 1,2015 To JUL 7,2015

<b>Type</b>	<b>Number</b>	<b>Property</b>
Farm Building - New	2014-0221	6125 SECOND LINE
Septic Permit - Tank Replacement	2014-0227	27 SCOTCH ST
Residential - Major	2014-0225	30 ANDERSON CLOSE
Septic Permit	2014-0132R	5421 TRAFALGAR RD
Residential - Major	2015-0002	5377 TRAFALGAR RD
Accessory Building - Residential	2015-0005	5857 NINTH LINE
Residential - Major	2015-0004	5198 FIRST LINE
Commercial - Major renovation	2014-0212	280 MAIN ST
Commercial - Major renovation	2014-0213	280 MAIN ST
Septic Permit	2014-0214	280 MAIN ST
Septic Permit	2015-0006	5761 SIXTH LINE
Residential -SDR	2015-0007	105 HOMESTEAD LANE
Septic Permit	2015-0008	105 HOMESTEAD LANE
Industrial - Major	2015-0001	8949 WELLINGTON RD 50
Farm Building - New	2015-0011	6036 NINTH LINE
Septic Permit	2015-0012	6036 NINTH LINE
Farm Building - Addition/renovatio	2015-0013	6036 NINTH LINE
Accessory Building - Residential	2013-0169	9145 WELLINGTON RD 50
Residential -SDR	2015-0016	8933 WELLINGTON RD 124
Septic Permit	2015-0017	8933 WELLINGTON RD 124
Commercial - Major renovation	2014-0228	134 MAIN ST
Farm Building - Addition/renovatio	2015-0021	5216 NINTH LINE
Pool	2015-0022	5 ASPEN CRT
Residential - Minor	2014-0136R	5318 TRAFALGAR RD
Residential - Major	2015-0023	5840 TENTH LINE
Residential - Major	2014-0016R	172 MAIN ST
Septic Permit	2014-0021	172 MAIN ST
Pool	2015-0034	35 LEENDERS LANE
Deck	2015-0024	9471 SIDEROAD 17
Residential -SDR	2015-0019	5427 TRAFALGAR RD
Septic Permit	2015-0020	5427 TRAFALGAR RD
Residential - Major	2013-0174R	9105 ERIN GARAFRAXA TL
Accessory Building - Residential	2015-0015	9030 HALTON-ERIN TLINE
Residential - Major	2015-0029	4 WALLACE AVE
Residential -SDR	2015-0030	4918 FIRST LINE
Septic Permit	2015-0031	4918 FIRST LINE
Residential - Major	2015-0032	9647 SIDEROAD 27
Deck	2015-0025	6082 WINSTON CHUR BLVD
Septic Permit	2015-0033	9647 SIDEROAD 27
Residential - Major	2015-0036	6123 TRAFALGAR RD
Accessory Building - Residential	2015-0039	9465 SIDEROAD 17
Residential -SDR	2015-0009	5748 EIGHTH LINE
Septic Permit	2015-0010	5748 EIGHTH LINE
Residential -SDR	2015-0037	5338 WINSTON CHUR BLVD

## Town Of Erin

**Permit Comparison Summary**

Issued For Period	JAN 1,2015	To	JUL 7,2015
Septic Permit		2015-0038	5338 WINSTON CHUR BLVD
Accessory Building - Residential		2015-0042	5 ASPEN CRT
Accessory Building - Residential		2015-0040	9765 SIDEROAD 10
Accessory Building - Residential		2014-0119R	5 DUNDAS ST W
Residential -SDR		2014-0084	9736 WELLINGTON RD 42
Septic Permit		2014-0085	9736 WELLINGTON RD 42
Accessory Building - Residential		2015-0041	9353 SIDEROAD 9
Tent		2015-0065	5555 FOURTH LINE
Residential - Major		2015-0044	5122 ALLAN PATH
Septic Permit		2015-0067	5122 ALLAN PATH
Farm Building - New		2015-0035	5365 WELLINGTON RD 125
Farm Building - New		2015-0035F	5365 WELLINGTON RD 125
Commercial - Major renovation		2015-0043	2 THOMPSON CRES
Septic Permit		2015-0046	4952 EIGHTH LINE
Residential -SDR		2015-0045	4952 EIGHTH LINE
Residential - Minor		2015-0061	6028 FOURTH LINE
Residential -SDR		2015-0048	4929 TRAFALGAR RD
Septic Permit		2015-0049	4929 TRAFALGAR RD
Accessory Building - Residential		2015-0054	31 ARMSTRONG ST
Pool		2015-0062	31 ARMSTRONG ST
Septic Permit		2015-0072	115 TRAFALGAR RD
Residential -SDR		2015-0064	5931 TENTH LINE
Septic Permit		2015-0066	5931 TENTH LINE
Residential -SDR		2015-0026	5367 EIGHTH LINE
Septic Permit		2015-0028	5367 EIGHTH LINE
Residential -SDR		2015-0055	9568 SIDEROAD 5
Septic Permit		2015-0056	9568 SIDEROAD 5
Industrial - Major		2015-0073	11 THOMPSON CRES
Tent		2015-0080	5677 THIRD LINE
Residential - Major		2015-0050	6159 EIGHTH LINE
Residential - Minor		2015-0076	9334 SIDEROAD 9
Septic Permit		2015-0077	75 DOUGLAS CRES
Residential - Minor		2015-0027	9496 SIDEROAD 10
Residential -SDR		2014-0155	8720 SIDEROAD 15
Deck		2015-0053	5062 THIRD LINE
Residential - Major		2015-0070	34 PINE RIDGE RD
Residential -SDR		2015-0078	16 SPRUCE ST
Septic Permit		2015-0083	16 SPRUCE ST
Residential -SDR		2015-0058	1 LINE
Septic Permit		2015-0059	1 LINE
Accessory Building - Residential		2015-0060	1 LINE
Farm Building - New		2015-0082	5383 WELLINGTON RD 125
Residential -SDR		2015-0068	9765 SIDEROAD 10
Septic Permit		2015-0069	9765 SIDEROAD 10
Residential - Major		2015-0079	9425 SIDEROAD 17

## Town Of Erin

**Permit Comparison Summary**

Issued For Period	JAN 1,2015	To	JUL 7,2015
Accessory Building - Residential	2015-0087		4952 EIGHTH LINE
Septic Permit	2015-0095		9425 SIDEROAD 17
Farm Building - New	2015-0052		5670 SECOND LINE
Septic Permit - Tank Replacement	2015-0098		4938 FIRST LINE
Septic Permit - Tank Replacement	2015-0108		5561 WELLINGTON RD 26
Septic Permit - Tank Replacement	2015-0107		5201 SIXTH LINE
Residential - Multiple	2015-0084		22 CHURCH BLVD
Residential - Multiple	2015-0085		14 CENTRE ST
Septic Permit	2015-0057		9374 WELLINGTON RD 124
Septic Permit	2014-0156		8720 SIDEROAD 15
Residential - Major	2015-0086		18 BARBOUR DR
Septic Permit	2015-0096		5685 SIXTH LINE
Residential -SDR	2015-0090		9438 WELLINGTON RD 124
Septic Permit	2015-0091		9438 WELLINGTON RD 124
Assembly	2013-0164R		5555 FOURTH LINE
Accessory Building - Residential	2015-0092		12 MCCULLOGH DR
Residential - Minor	2015-0093		82 TRAFALGAR RD
Residential -SDR	2015-0103		5862 EIGHTH LINE
Septic Permit	2015-0104		5862 EIGHTH LINE
Residential - Major	2015-0018		9752 SIDEROAD 10
Residential -SDR	2015-0106		5692 FIRST LINE
Septic Permit	2015-0109		5692 FIRST LINE
Deck	2015-0112		9361 SIDEROAD 9
Tent	2015-0121		8720 WELLINGTON RD 50
Deck	2015-0097		9366 WELLINGTON RD 50
Deck	2015-0114		6102 SIXTH LINE
Pool	2015-0081		9 BARBOUR DR
Residential -SDR	2015-0101		4997 EIGHTH LINE
Septic Permit	2015-0102		4997 EIGHTH LINE
Septic Permit	2015-0118		9 BARBOUR DR
Residential - Minor	2015-0120		14 LIONS PARK AVE
Residential -SDR	2015-0088		9438 WELLINGTON RD 124
Septic Permit	2015-0089		9438 WELLINGTON RD 124
Demolition Permit	2015-0105		5588 EIGHTH LINE
Deck	2015-0113		14 ANDERSON CLOSE
Deck	2015-0116		8859 ERIN-GARAFRAXA TL
Residential - Minor	2015-0063		22 WILLIAM REX CRES
Demolition Permit	2015-0075		5358 TENTH LINE
Pool	2015-0110		36 ORANGEVILLE ST
Accessory Building - Residential	2014-0086F		9736 WELLINGTON RD 42
Residential - Major	2015-0129		6024 SECOND LINE
Residential - Minor	2015-0130		9030 HALTON-ERIN TLINE

# Appendix II - Building Permits to Date

## June

### Permit Comparison Summary

Issued For Period **JUN 1,2015** To **JUN 30,2015**

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
<b>Accessory Building</b>						
Deck	5	1,694.70	54,200.00	6	1,909.62	86,300.00
Pool	2	400.00	35,000.00	1	200.00	30,000.00
<b>Accessory Building - Residential</b>						
Accessory Building - Residential	11	6,510.82	225,500.00	3	2,234.61	103,000.00
<b>Assembly</b>						
Assembly	0	0.00	0.00	1	75.00	0.00
<b>Commercial</b>						
Commercial - Minor renovation	1	750.00	20,000.00	0	0.00	0.00
<b>Demolition</b>						
Demolition Permit	0	0.00	0.00	2	400.00	15,000.00
<b>Farm Building</b>						
Farm Building - Addition/renovation	1	200.00	30,000.00	0	0.00	0.00
Farm Building - New	3	2,869.68	134,250.00	2	1,518.00	165,000.00
<b>Institutional</b>						
Institutional - Minor	1	750.00	3,000.00	0	0.00	0.00
<b>Residential</b>						
Residential - Major	3	5,712.56	574,000.00	5	10,000.00	490,000.00
Residential - Minor	2	565.63	15,000.00	5	1,827.00	44,200.00
Residential - Multiple	0	0.00	0.00	2	400.00	77,000.00
<b>Residential - New</b>						
Residential -SDR	3	9,061.61	1,133,000.00	9	24,892.16	3,521,000.00
<b>Septic Permit</b>						
Septic Permit	7	3,200.00	0.00	14	6,700.00	0.00
Septic Permit - Tank Replacement	1	200.00	0.00	3	600.00	0.00
<b>Tent</b>						
Tent	1	200.00	0.00	1	200.00	0.00

	Previous Year	Current Year
Total Permits Issued	41	54
Total Dwelling Units Created	3	9
Total Permit Value	2,223,950.00	4,531,500.00
Total Permit Fees	32,115.00	50,956.39
Total Compliance Letters Issued	3	12
Total Compliance Letter Fees	225.00	900.00



## Town Of Erin

**Permit Comparison Summary**

Issued For Period JUN 1,2015 To JUN 30,2015

<b>Permit Charge</b>	<b>Amount</b>
Accessory Building - Residenti	2,234.61
Assembly	75.00
Deck	1,909.62
Demolition Permit	400.00
Farm Building - New	1,518.00
Pool	200.00
Residential - Major	10,000.00
Residential - Minor	1,827.00
Residential - Multiple	400.00
Residential -SDR	24,892.16
Septic Permit	6,700.00
Septic Permit - Tank Replaceme	600.00
Tent	200.00
Total	50,956.39



## Staff Report

**Report #:** Recreation – Tennis – 002

**Date:** July-7-15

**Submitted By:** Facilities Manager Graham Smith

**Subject:** Tennis Court Resurfacing

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### Recommendations:

**Be it resolved that** Council accepts the tender proposal of Court Contractors in the amount of \$52,600 plus HST to re-surface the tennis courts as per RFQ#-RECTEN001-2015 at the Erin Tennis Club located at Centre 2000;

**And that** Council accepts the added cost to supply and install 1 additional coating of acrylic resurfacer at a cost of \$4,800 plus HST.

### Background:

During 2015 budget proceedings the Erin Tennis Club reported that the 5 courts at the Tennis club at Centre 2000 needed to be resurfaced including crack repairs. Council approved \$75,000 for this project.

After budget approval Town staff and the Tennis Club were approved to hire Roth Associates to prepare an RFQ package for the scope of the work required. The RFQ was sent to 4 companies for pricing.

A site meeting was held before RFQ closing for all potential bidders to clarify the scope of the work required and an amendment to the tender was made at that time.

3 quotes were received by the closing deadline

Court Surface Specialists LTD - \$56,188 - price includes cost for resurfacing plus extra coat

Court Contractors - \$57,400 - price includes cost for resurfacing plus extra coat

Barber Sport Surfaces - \$59,312 - price includes cost for resurfacing plus extra coat

The Erin Tennis club held an executive meeting Monday July 6<sup>th</sup> to discuss the details of the RFQ and make their recommendation. The club made a recommendation to accept the RFQ of Court Contractors and have a report which is attached to support their recommendations.

**Financial Impact:**

The financial impact is \$57,400 which includes 1 additional coating of acrylic resurfacer

**Consultation:**

Staff and the Erin Tennis Club met and hired Brian Roth of Roth Associates to manage the RFQ for this project.

A site meeting was scheduled and held with all potential interested bidders to insure we had a fair bid from all.

The Erin Tennis club did extensive background checks on all 3 companies as well as have Roth associates get answers to other questions about the submitted bids to make a very informed recommendation which is supported by Centre 2000 staff.

**Tennis Club Recommendation:**

While it is appreciated and respected that all business are new at some point in their lifecycle, we believe that at this point in time, for a marginally higher investment, we should go with a contractor with a stronger track record, solid experience, longevity and reputation. Also, an outfit that has had the staying power over the years, so that if warranty work is required, the chances are good that they will still be in business.

**Communications Plan:**

Members of the Tennis club will be informed about the project start date and completion date and be made aware that the courts will be closed during that period of time.

**Conclusion:**

Council approve moving ahead with the Erin Tennis Club resurfacing project including the extra resurfacing of the courts.

**Appendices:**

N/A



## Staff Report

**Report #:** W11-2015

**Date:** July-13-15

**Submitted By:** Sara McDougall, Compliance Administrator/QMS Rep

**Subject:** 2015 Management Review Report

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### Recommendations:

**Be it resolved that** Council hereby receives the 2015 Management Review report.

### Background:

**DWQMS Element 20 – Management Review.** The DWQMS request that top management from the operating authority should review the QMS. Management reviews ensure top management stay involved in the QMS, and provide direction for continual improvement.

### **Management Review**

**PLAN** – The Operational Plan shall document a procedure for management review that evaluates the continuing suitability, adequacy and effectiveness of the Quality Management System and that includes consideration of:

- a) Incidents of regulatory non-compliance,
- b) Incidents of adverse drinking-water tests,
- c) Deviations from critical control point limits and response actions,
- d) The efficacy of the risk assessment process,
- e) Internal and third-party audit results,
- f) Results of emergency response testing,
- g) Operational performance,
- h) Raw water supply and drinking water quality trends,
- i) Follow-up on action items from previous management reviews,
- j) The status of management action items identified between reviews,
- k) Changes that could affect the Quality Management System,
- l) Consumer feedback,
- m) The resources needed to maintain the Quality Management System,
- n) The results of the infrastructure review,
- o) Operational Plan currency, content and updates,
- p) Staff suggestions,
- q) New Business, and
- r) Date of next meeting.

**DO** – Top Management shall implement and conform to the procedure and shall:

- a) Ensure that a management review is conducted at least once every twelve months,
- b) Consider the results of the management review and identify deficiencies and action items to address the deficiencies,
- c) provide a record of any decisions and action items related to the management review including the personnel responsible for delivering the action items and the proposed timelines for their implementation, and
- d) Report the results of the management review, the identified deficiencies, decisions and action items to the Owner.

### **Financial Impact:**

Ongoing staff costs and resources are included in the 2015 Budget

### **Consultation:**

Through audits, reviews, discussions and reports, there is ongoing consultation between the QMS Rep, Top Management, Operating Authority and Owner of the Town of Erin Municipal Drinking Water Systems.

### **Communications Plan:**

The owner is notified of any deficiencies, decisions and action items through the management review process and report, as well as the infrastructure review and budget process.

### **Conclusion:**

- a) **Incidents of regulatory non-compliance** – MOE Inspection of Hillsburgh Water System was conducted on September 10, 2014 and received 100% Inspection Rating. MOE Inspection of Erin Water System was conducted on October 7, 2014 and received 97.7% Inspection Rating. Documentation Action Item from Erin Inspection has been resolved.
- b) **Incidents of adverse drinking-water tests** – February 13, 2015 – Na Exceedance, issue was resolved.
- c) **Deviations from critical control point limits and response actions** – Documentation Action Item from Erin Inspection has been resolved.
- d) **The efficacy of the risk assessment process** – Risks identified on the risk assessment that have occurred during the past year are power outages, loss of communications, 1 incident of adverse drinking water tests, 5 water main breaks, loss of operator and 44 frozen water services. All responses were followed as indicated on the risk assessment. Every 3 years a new risk assessment is conducted as per our requirements under the DWQMS. The new risk assessment for Hillsburgh was conducted on April 8, 2015 and the new risk assessment for Erin was conducted on April 20, 2015.

- e) **Internal and third-party audit results** – SAI Global conducted an external 12 Month Surveillance Audit on December 10, 2014. Zero non-conformities and two opportunities for improvement (OFI) were identified during this assessment. The OFI's were addressed following the external audit. The Internal Audit was started on May 12, 2015 and was completed on May 15, 2015. The Internal Audit report was received on June 9, 2015. Zero non-conformities and six opportunities for improvement were identified. The findings will be addressed by July 24, 2015.
- f) **Results of emergency response testing** – The annual internal emergency table top exercise was conducted on March 25, 2015. All emergency procedures were reviewed and discussed. The next exercise is scheduled for March 2016. The Interim Water Superintendent and Compliance Administrator participated in the Municipal Water/Wastewater Regulatory Committee (Wellington County Branch) Emergency Training on October 30, 2014.
- g) **Operational performance** – MOE inspections and external/internal audits confirms operational performance is within compliance/conformance.
- h) **Raw water supply and drinking water quality trends** – Regulated sampling indicates that there are no identifiable changes to the raw water supply. Ray Blackport has prepared a trending spreadsheet and current data was supplied to him. A new Raw Water Assessment Report was completed in 2014 by Ray Blackport.
- i) **Follow-up on action items from previous management reviews** – The Compliance Administrator supplied Ray Blackport with all the current data so the Raw Water Trending Spreadsheet could be updated.
- j) **Status of management action items identified between reviews** – Currently we are waiting approval from the MOE to amend the current Drinking Water Works Permit to allow us to remove infrastructure from well houses that are no longer in use. The frozen water services issue has been reviewed by staff. The Water Department will be updating the Municipal Servicing By-Law 11-47 to include frozen water services and create a Town policy on how we are going to respond to them in the future. This will be done by the end of summer 2015. Information about frozen water services will be going out in the September Bills. The Water Department plans to communicate directly to each property owner with a past frozen service issue to develop a plan for this coming winter. The properties with identified Town related infrastructure issues have been reviewed and will be prioritized. The accounts and timesheets have already been updated to include Frozen Water Services so in the future we will be able to track the financial impact this issue has on the Town. The Glendevon reservoir is going to be emptied for inspection by Triton Engineering. We will be working with Triton Engineering to make the appropriate repairs. Well E8 High Lift Pump needs a new motor which has been ordered and is awaiting arrival.
- k) **Changes that could affect the Quality Management System** – The results of the Operational Review (ie. new staff) will require updates to Element 9 Organizational Structure, Roles, Responsibilities & Authorities. The Compliance Administrator/QMS Rep will update the Operational Plan as new staff is hired.
- l) **Consumer feedback** – The Leak Adjustment Policy has been a helpful instrument for consumers. Seven applications were received in the past 12 months. The adjustments have been granted to consumers. Water rates continue to be an area of concern for consumers. Last management review it was suggested that flyers be sent out on leak detection in your home. This was done and was received well. Our response to Frozen Water Services this Winter was received well to those consumers affected.

- m) **The resources needed to maintain the Quality Management System** – staffing, training and budget. Financial plan and Rate Study was approved by council on June 2, 2015. The Municipal Drinking Water License Renewal was submitted on June 9, 2015.
- n) **Results of the infrastructure review** – The Municipal Office Well Pump and Pressure Reducing Valve on Orangeville Street had to be repaired in the fall of 2014. 11 Valve and Service Box Repairs were completed in the fall of 2014. Spruce Street water main extension was installed in the fall of 2014. 5 water main breaks occurred over this winter, 3 in Erin and 2 in Hillsburgh. There were 44 frozen water services over this winter. The frozen service issues at 5 & 7 Tomwell, 11& 12 Spring Street and Church Street West Blvd are believed to be Town related. A valve was leaking at the Erin Water Tower and was repaired this winter. The Glendevon reservoir was videoed in April 2015 and cracks were found. The high lift pump at Well E8 had complete failure on June 15, 2015.
- o) **Operational Plan currency, content and updates** – a result of internal/external audits and ongoing review of the QMS, changes have been made to the Operational Plan. Copies can be obtained from the QMS Rep. A Record of revisions has been included in the Operational Plan.
- p) **Staff suggestions** – The Interim Water Superintendent and The Compliance Administrator would like to see succession planning when hiring new staff and the organizational structure of the water department completed.
- q) **New Business** – The PLC Upgrades and Wireless Communication project started at the end of June. The Town has been a member of Ontario One Call since June 2014. The first year was free, now we are being charged per notification. This cost is shared between roads and water. With the purchase of iPad's and Bluebeam Software the Water Department has been able to digitally organize our maps of water main and curb stop locations. This project was done in house and is on-going but has made locating for Ontario One Call more efficient.
- r) **Date of next meeting** – June 2016

### **Appendices:**

N/A

# ERIN FIRE & EMERGENCY SERVICES

## Monthly Fire Report



REPORT MONTH:		MAY 2015											
		ERIN STATION #10				HILLSBURGH STATION #50				EAST GARAFRAXA			
		Mthly Total	2015 YTD	2014 YTD	\$ Loss Mthly	Mthly Total	2015 YTD	2014 YTD	\$ Loss Mthly	Mthly Total	2015 YTD	2014 YTD	\$ Loss Mthly
FIRE:	Type not specified:												
	Structure:	1	2		\$100,000	1	3		\$25,000		1		
	Vehicular:		1				1	2					
	Grass, Rubbish, etc:	1	2	1	\$0	1	5	1					\$0
	Other:	4	9	5	\$0	1	3	2			1		
		Mthly TTL	2015 YTD	2014 YTD		Mthly TTL	2015 YTD	2014 YTD		Mthly TTL	2015 YTD	2014 YTD	
	Medical Assist:	12	34	19		7	28	13			1	1	
	Motor Vehicle Collision:		7	9		1	5	7			5	6	
	Erin/Hillsburgh Assist	2	10			4	6	3					
	Mutual Aid:			2			2	3					
	C.O. Calls:	1	2	5		1	5						
	False Alarms:												
	Alarm Activation:	1	5	3		2	7	1		1	3		
	Standby/Assist to Other Depts:												
	Burning Complaints:							1					
	Incorrect Pages:			2		1	2	1					
	Other:		4	5		1	3	7			1	1	
TOTALS:		MTHLY	2015 YTD	2014 YTD		MTHLY	2015 YTD	2014 YTD		MTHLY	2015 YTD	2014 YTD	
		22	76	51		20	70	41		1	12	8	
Estimated Total \$ Loss Due to Fire:		\$100,000	\$122,000	\$1,500		\$25,000	\$150,000	\$0		\$0	\$0	\$0	

Respectfully submitted, *Dan Callaghan* Fire Chief





## Staff Report

**Report #:** 2015-07  
**Date:** July-13-15  
**Submitted By:** Sharon Marshall, Director of Finance  
**Subject:** REVIEW OF 2011 WATER RATE STUDY

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### Recommendations:

**Be it resolved that** Council receives the Director of Finance's Report regarding the Review of the 2011 Water Rate Study Reserves balances for information.

### Background:

On June 2, 2015 Council adopted the 2015 Water Financial Plan by Resolution. At the next regular Council meeting on June 16<sup>th</sup>, Council asked staff to review the 2011 Water Financial Plan and compare the 'estimates' of Reserves and Reserve Fund Balances to actual fund balances up to the end of that 5-year Plan.

With this Report (Appendices A-D) I have included charts and graphs showing the balances in each of the Water Reserves and Reserve Funds at December 31, 2014 and the predicted funds as estimated by Watson & Associates in the 2011 Water Financial Plan.

### Financial Impact:

#### **Summary- Water Reserves and Reserve Fund Balances @ December 31, 2014:**

<u>FUND</u>	<u>2011 Financial Plan</u>	<u>@ Dec 31 2014</u>	<u>Variance</u>
Water Life Cycle Reserves	\$1,537,952	\$1,071,585	(\$466,367)
Town Water Reserve Fund	\$ 78,935	\$ 111,892	\$ 32,957
Dev Charges Reserve Funds	\$ 336,859	\$ 379,500	\$ 42,641
<b>TOTALS</b>	<b>\$1,953,746</b>	<b>\$1,562,977</b>	<b>(\$390,769)</b>

## Variations

I have "highlighted" in yellow, transactions on each chart where variations between the 2011 Financial Plan 'estimates" and the actual closing Reserve balances vary significantly.

Although both the Town Water Reserve Fund and the Development Charges-Water Reserve Fund have closing balances slightly higher than the 2011 predictions, there is a negative variance in the Water Life Cycle Reserves of \$466,367.

The variance in the Water Life Cycle Reserves can be attributed to both lower revenues (Transfers TO Reserves) and higher than estimated disbursements (Transfers FROM Reserves) over the 5 years. (Appendix A)

Consumption- as Appendix D shows, the water users on our system actually 'consumed' 6.6% LESS cubic meters of water over the 5 years (2010 to 2014) than originally predicted. Transfers TO Water Life Cycle Reserves are based on a charge of \$'s per cubic meter. Therefore, the reduced consumption of water (Plan compared to actuals) of -109,000 cubic meters, impacted the revenues transferred TO the Life Cycle Reserves each year by a total (\$251,506).

An explanation for the reduced use in cubic meters of water is difficult to prove but several factors may play into the reason for lower consumption, such as: cooler/wetter than normal summers, consumer reaction to increased water rates, and fewer new users added to the systems than predicted (i.e. 38 additional users rather than 46 as per 2011 Financial Plan).

Capital Project financing- In addition to lesser funds being transferred into the Life Cycle Reserves, Appendix A also shows that more funds were "dispersed" from the Reserves to finance Capital Projects, especially in 2014. The Water Department actually funded an additional \$195,664 from the Life Cycle Reserves over the 5 year term of the Plan than estimated- therefore impacting the Reserves by further reducing the closing balance.

It is important to note that although the closing balance in the Life Cycle Reserves is less than estimated, the funds were used to finance capital improvements and replacements just as the Reserves are intended to be used. In 2014 significant funds were disbursed to rehabilitate the Erin Water Tower, complete the Hillsburgh Booster Pumping Station, and for major repairs to service and valve box connections. Major repairs and rehabilitations occur as necessary, and often are moved ahead or pushed-back in any Capital Plan.

## Consultation:

I reviewed the Water Financial Plan #102-301A adopted by Council on June 7, 2011 as well as audited financial information for each year 2010 to 2014.

**Communications Plan:**

This Report, with Appendices, has been circulated with the Agenda package for the regular Council meeting on July 13, 2015.

**Conclusion:**

I have compared the predictions in the 5-year Water Financial Plan adopted in 2011 to the balances in the Reserves and Reserve Funds at December 31, 2014. The Reserve and Reserve Funds balances have been brought forward into the 2015 Water Financial Plan recently adopted by Council on June 2, 2015. In my opinion, the variances identified between the original 2011 Financial Plan and the closing balances at December 2014 are accountable and reasonable.

**Appendices:**

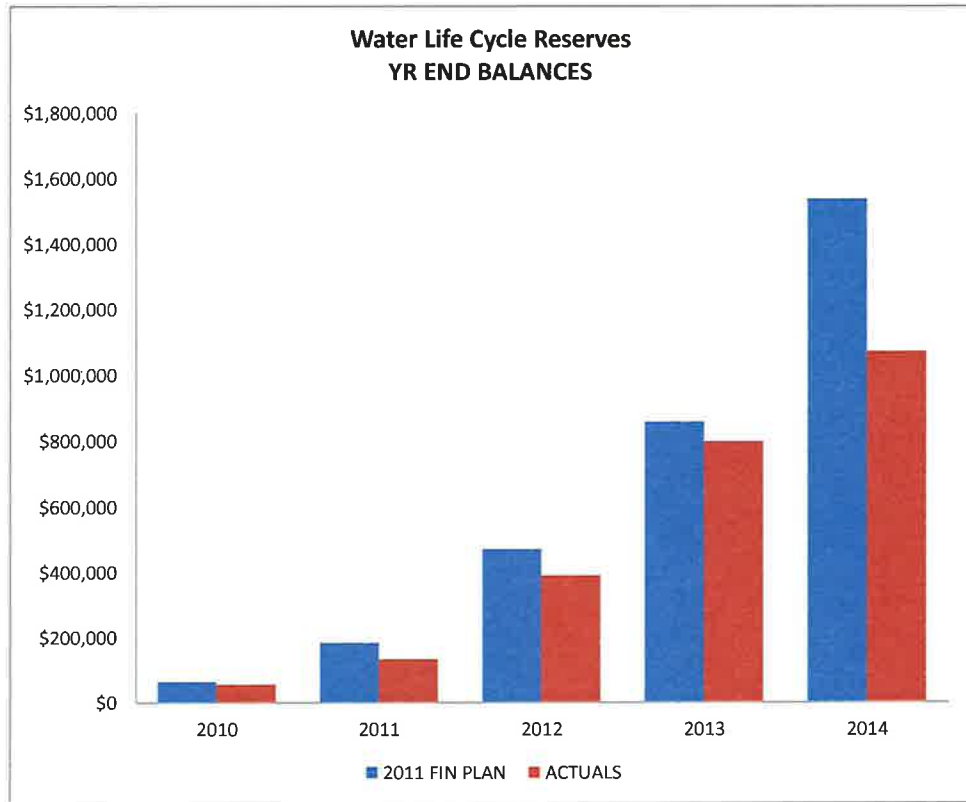
A – D COMPARISONS 2011 FINANCIAL PLAN TO ACTUALS @ Dec 2014

APPENDIX A

5 YR COMPARISON 2011 FINANCIAL PLAN TO ACTUAL BALANCES AT Dec 31 2014

LIFE CYCLE RESERVES	2010		2011		2012		2013		2014		TOTALS	
	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL		
<b>Transfer TO</b>	\$48,491	\$47,297	\$119,942	\$77,272	\$285,775	\$268,727	\$525,392	\$428,987	\$711,955	\$617,766	\$1,691,555	\$1,440,049
<b>Transfer From</b>												
Oper	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$12,313	\$0	\$0	\$0	-\$12,313
Capital	\$0	\$0	\$0	\$0	\$0	-\$12,466	-\$136,779	-\$7,504	-\$32,202	-\$344,675	-\$168,981	-\$364,645
<b>CLOSING BAL @ Dec 31</b>	<b>\$63,869</b>	<b>\$55,793</b>	<b>\$183,811</b>	<b>\$133,065</b>	<b>\$469,586</b>	<b>\$389,324</b>	<b>\$858,199</b>	<b>\$798,494</b>	<b>\$1,537,952</b>	<b>\$1,071,585</b>		

YEAR	Reserve Balance @ Yr End	
	2011 F.P.	ACTUALS
2010	\$63,869	\$55,793
2011	\$183,811	\$133,065
2012	\$469,586	\$389,324
2013	\$858,199	\$798,494
2014	\$1,537,952	\$1,071,585

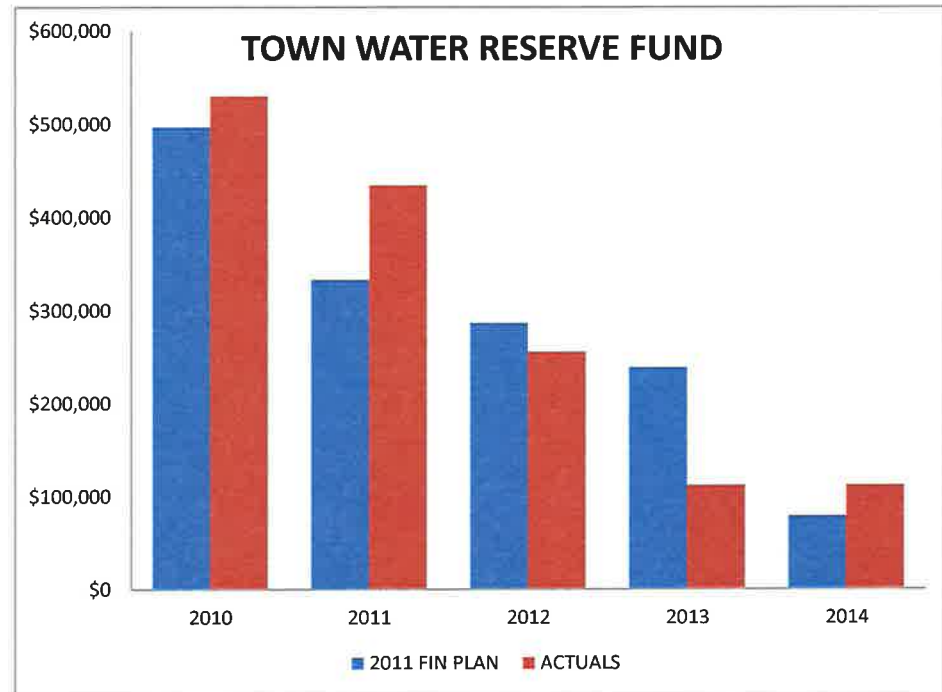


APPENDIX B

5 YR COMPARISON 2011 FINANCIAL PLAN TO ACTUAL BALANCES AT Dec 31 2014

TOWN WATER RESERVE FUND	2010		2011		2012		2013		2014	
	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL
<b>Transfer TO</b>		\$21,297	\$9,711	\$19,211	\$8,356	\$6,276	\$6,961	\$4,554	\$2,299	\$0
<b>Transfer From</b>										
Oper	-\$144,856	-\$151,460	-\$80,130	-\$96,349	-\$54,865	-\$116,789	-\$54,850	-\$69,640	\$0	\$0
Capital	-\$94,065	-\$61,441	-\$93,330	-\$17,794	\$0	-\$68,542	\$0	-\$79,020	-\$162,365	\$0
<b>CLOSING BAL @ Dec 31</b>	<b>\$497,148</b>	<b>\$529,985</b>	<b>\$333,399</b>	<b>\$435,053</b>	<b>\$286,890</b>	<b>\$255,998</b>	<b>\$239,001</b>	<b>\$111,892</b>	<b>\$78,935</b>	<b>\$111,892</b>

YEAR	Reserve Balance @ Yr End	
	2011 F.P.	ACTUALS
2010	\$497,148	\$529,985
2011	\$333,399	\$435,053
2012	\$286,890	\$255,998
2013	\$239,001	\$111,892
2014	\$78,935	\$111,892



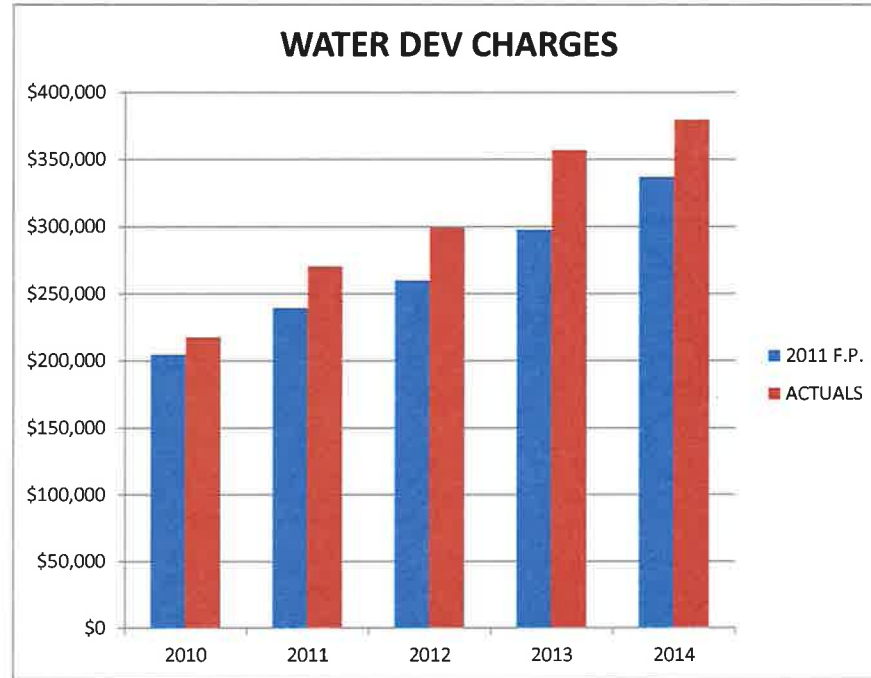
APPENDIX C

5 YR COMPARISON 2011 FINANCIAL PLAN TO ACTUAL BALANCES AT Dec 31 2014

DEVELOPMENT CHARGES- WATER	2010		2011		2012		2013		2014		TOTALS	
	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL		
<b>Transfer TO</b>	\$50,460	\$88,370	\$34,878	\$52,653	\$36,032	\$29,109	\$37,699	\$57,447	\$39,427	\$22,811	\$198,496	\$250,390
<b>Transfer From</b>												
Oper	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	-\$24,713	\$0	\$0	-\$15,606	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>CLOSING BAL @ Dec 31</b>	<b>\$204,429</b>	<b>\$217,480</b>	<b>\$239,307</b>	<b>\$270,133</b>	<b>\$259,733</b>	<b>\$299,242</b>	<b>\$297,432</b>	<b>\$356,689</b>	<b>\$336,859</b>	<b>\$379,500</b>		

Reserve Balance @ Yr End

YEAR	2011 F.P.	ACTUALS
2010	\$204,429	\$217,480
2011	\$239,307	\$270,133
2012	\$259,733	\$299,242
2013	\$297,432	\$356,689
2014	\$336,859	\$379,500

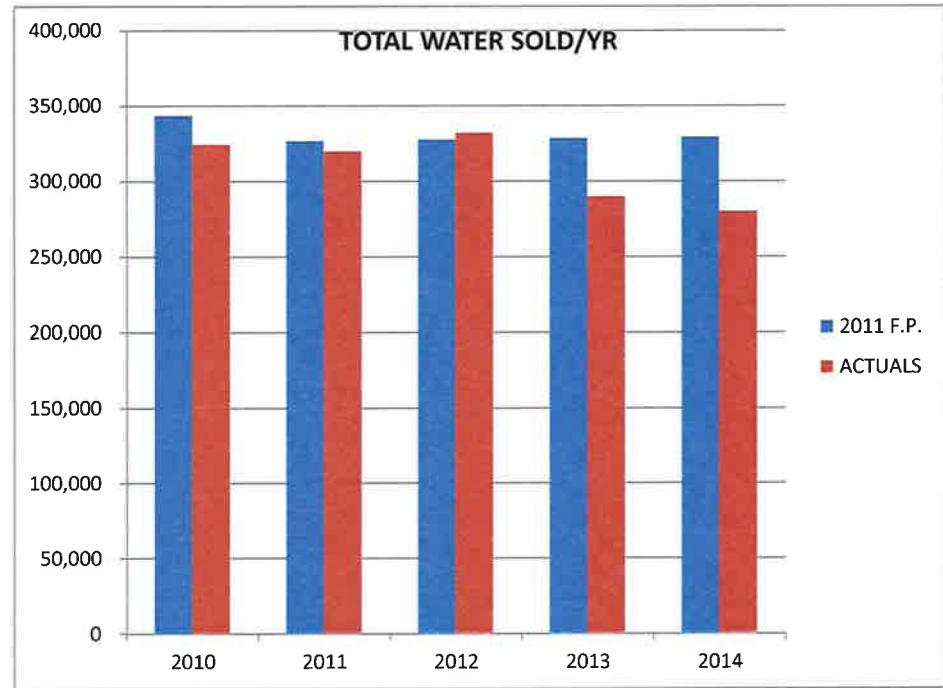


APPENDIX D

5 YR COMPARISON 2011 FINANCIAL PLAN TO ACTUAL BALANCES AT Dec 31 2014

CONSUMPTION/GROWTH	2010		2011		2012		2013		2014	
	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL	2011 F.P.	ACTUAL
cu meters water sold	343,575	324,370	326,775	319,917	327,555	332,003	328,335	289,795	329,115	279,859
added Users/units	4	8	6	5	9	10	12	8	15	7

YEAR	Total Water Sold by cu. M	
	2011 F.P.	ACTUALS
2010	343,575	324,370
2011	326,775	319,917
2012	327,555	332,003
2013	328,335	289,795
2014	329,115	279,859
<b>5 YR TOTALS BILLING \$'S</b>	1,655,355	1,545,944
Variance from F.P.		-109,411 -6.61%
ADDED USER'S PER YEAR	2011 F.P.	ACTUALS
2010	4	8
2011	6	5
2012	9	10
2013	12	8
2014	15	7
<b>5 YR TOTAL ADDITIONS</b>	46	38
Variance from F.P.		-8 -17.39%





## Staff Report

**Report #:** 2015-08

**Date:** July-13-15

**Submitted By:** **Sharon Marshall, Director of Finance**

**Subject:** 2014 FINANCIAL STATEMENTS

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### Recommendations:

- 1) **Be it resolved that** Council receives the unqualified 2014 Financial Statements of the Corporation of the Town of Erin as presented by Robinson Lott & Brohman LLP.
- 2) **That** Council directs the Director of Finance to circulate and post copies of the 2014 Financial Statements as required by the *Municipal Act, 2001*.

### Background:

Municipalities in Ontario are required each year, pursuant to Section 294.1 of the *Municipal Act, 2001*, to prepare annual financial statements in accordance with generally accepted accounting principles. The Town's appointed auditors, Robinson Lott & Brohman have completed the audit of the 2014 accounts and transactions and drafted the 2014 Financial Statements. The auditors have stated, "In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Town of Erin as at December 31, 2014..."

Further, the 2014 Financial Information Return (FIR) will be filed electronically with the Ministry of Municipal Affairs.

### Financial Impact:

None



**Consultation:**

Finance Department staff is responsible for the preparation and fair presentation of all financial records. Staff worked closely with the auditors to provide all information as they required. On July 6th the draft Financial Statements were reviewed with the auditors and senior Town staff.

**Communications Plan:**

The 2014 Financial Statements have been circulated to Council under the “Delegations” Section of this Agenda. Once Council ‘receives’ the Statements, signed final copies will be submitted to the Ministry of Municipal Affairs and Housing as required. The 2014 Financial Statements and the 2014 FIR will be posted on the Town’s website. Printed copies will be available, on written request. Notice will be posted in the local newspaper.

**Conclusion:**

Council should acknowledge the auditor’s satisfactory opinion and receive the 2014 Financial Statements as presented. Staff should be directed to circulate copies of the Statements as required by legislation.

**Appendices:**

2014 Consolidated Financial Statements circulated under “Delegations” Section of Agenda



## Staff Report

**Report #:** 2015-09

**Date:** July-13-15

**Submitted By:** **Sharon Marshall, Director of Finance**

**Subject:** 2ND QUARTER 2015 FINANCIAL REPORT

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### Recommendations:

**Be it resolved that** Council receives the 2<sup>nd</sup> Quarter 2015 Financial Report for information.

### Background:

I have prepared the 2nd Quarter 2015 financial report showing the 'actual' revenues and expenditures incurred up to June 30th, relative to the approved 2015 Budget estimates. As you will also see, I have included comparative numbers to June 2014.

In accordance with Council's direction, I have asked each Department Head to review their departmental figures and provide brief highlights of variances and projections as they see them to-date. **The department heads' 'comments' have been attached as Appendices, if provided.** Where there are no specific Department Heads related to a department, I have added my comments below.

### Financial Impact:

It is important to realize that 'projections' for estimates to year-end can only be very preliminary at this early point in our fiscal year. Highlights of the financial report and variances are as follows:

#### SUMMARY – page 1 of Appendix A

To June 30<sup>th</sup>, the Town has spent \$4.6 million of the approved total 2015 Budget expenditure amount of \$13.2 million. That 35.2% spending is comparable to the 35.5% spent over the same period in 2014.

Total Revenues – Revenues levied and billed to the end of June are down from 35.8% of budget in 2015 compared to 43.3% during 2014. The variance is reflected in the “user fees” that show \$266,588 less than June 2014. The difference is due to the timing of the 2<sup>nd</sup>

quarter 2015 water billings that were not completed until the 1<sup>st</sup> week in July this year, but mailed out in June 2014. We anticipate water billing revenues to be within the budgeted estimate. There is also significant additional revenue of \$58,200 in 2015 under “Recoveries” revenues. This fee is from the “Administration” department for legal costs recovered from taxpayers who redeem properties by paying full ‘cancellation price’ tax arrears under the tax registration process.

Total Expenditures – The total sums spent on “operations” for the 1<sup>st</sup> half of 2015, are slightly lower at 45.3% of budget, compared to 46.6% in 2014. The major difference can be seen under “salaries and benefits” at \$1,778,396 compared to \$1,913,212 in 2014. You will notice that most departments are seeing a slight reduction in wages & benefits as department heads have been working to control over-time. In particular the Road’s department has substantially less on wages so far this year. It should be noted though, that the Ice Storm event in the winter last year impacted that 1<sup>st</sup> half of 2014 Road’s wages more than any other. Although it is too early in the year to predict, we hope to see some overall reduction to wage OT.

Total Capital – As is normal for the 2<sup>nd</sup> quarter each year, capital spending is far less than 50%, or ½ the year. Most major capital projects and purchases are undertaken in the summer and fall, and the capital costs will be more in the 3<sup>rd</sup> quarter.

#### GENERAL GOVERNMENT-

Council – Council “supplies & materials” are 2.6%, or +\$6,800, higher than June 2014. This expenditure for Council reflects registration fees and costs for the Mayor and Councillors to attend conferences and seminars. Clearly, the Mayor and Council have been actively participating in conferences and seminars early in their term.

Administration – it is interesting to see the positive and negative impacts of successful tax collection that becomes obvious with the review of the revenues and expenditures in this department. On the positive side, our tax administrator has successfully processed a substantial number of tax registrations early this year, and thereby collected 3 or more years of tax arrears on a number of properties. The \$52,024 in revenue to-date is from costs recovered through those tax arrears redemptions. On the other hand, note that the “penalties” revenues collected for unpaid taxes is actually down slightly already this year compared to 2014 (\$189,127 from \$189,466). We anticipate slightly less penalty and interest this year overall, despite higher tax dollars raised, due to a slight reduction in outstanding taxes. This loss of revenue is not expected to be substantial, but the additional tax revenues collected should serve to provide a positive cash flow as the year’s progress.

Wages & benefits are down both in actual dollars spent (-\$13,513), and % of budget (-8.64%) compared to June 2014. The reduction in senior staff’s over-time is most attributable to the change to fewer nighttime Council meetings.

Capital – So far in 2015, I have been working to upgrade the tax and financial software, as well as install fibre optics for improved internet speed. The \$16,609 spent to-

date is related to these projects. The Operational Review study has been completed but the invoice has not been paid. Kathryn states that she is working on design concepts for the office renovations, and the roof replacement is proceeding shortly.

#### ANIMAL CONTROL –

Expenditures this year are exactly in-line with the same period in 2014 (\$11,693 2015 compared to \$11,743 in 2014). On the other hand, we are only 21.05% spent to-date on the canine control “purchased services” compared to 47.2% used in 2014. Although the Town budget anticipated a new service contract, with upgraded animal control services, we have agreed to extend the current contract with the UCHS for 2015 and the service levels, and respective costs, will be less than budgeted.

#### WATER DEPARTMENT –

At the time of drafting this Report, the Interim Water Superintendent is away. In his absence, I have reviewed the Water budget-to-actuals numbers. As stated in the “Summary” section, it appears that water billing revenues are substantially less than the first half of 2014 (-\$253,582), but is in fact a “timing” issue related to the mailing of the bills in July rather than June 2014. At this point, we are not anticipating any major variances from the 2015 water budget.

#### ENVIRONMENTAL SERVICES –

This department is the cost-centre for the SSMP Water and Wastewater EA’s. To-date in 2015, we have spent \$49,825 in consulting fees, mostly related to Council consideration of the EA process continuation. The revenues are transfers from Reserve Funds to cover these EA costs.

#### RENTAL FACILITIES –

This cost-centre currently only includes the building at 1 Shamrock Road. The building generates a positive cash-flow for the Town. The net costs to June 30<sup>th</sup> 2015 actually show a small surplus of +\$6,554, slightly more than anticipated. The maintenance and utilities expenses are also shared with the Water Department.

#### ALL OTHER DEPARTMENT –

Please see attached Appendices for comments from specific Department Heads. (Appendices B-D)

#### **Consultation:**

The 2nd Quarter 2015 Financial Report, along with a more detailed “budget-to-actuals” comparison, was provided to each Department Head and the CAO for review on June 30th 2015. Where Department Heads have provided written analysis of variances and projections,

I have included them in this Report.

**Communications Plan:**

The 2nd Quarter Financial Report is circulated with the July 13th Council meeting Agenda as Appendix A to this Report.

**Conclusion:**

I am pleased to report that the Town's financial position remains positive and stable. Any significant variances from budget have been identified and authorized.

**Appendices:**

- A. 2<sup>ND</sup> QUARTER 2015 FINANCIAL REPORT – BUDGET-TO-ACTUALS
- B. Building, Bylaw, Planning- Dept Head's COMMENTS by A. Hartholt
- C. Roads – Dept. Head's COMMENTS by L.VanWyck
- D. Recreation – Dept. Head's COMMENTS by G. Smith

## 2015 BUDGET TO ACTUALS

## 2015 BUDGET

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED	
<b>OPERATIONS</b>						
<b>REVENUE</b>						
Grants and Subsidies	95,563	45,421	175,150	28,026	16.0%	
Unconditional Grants (ie. OMPF)	0	0	0	0	0.0%	
Municipal Recoveries	50,000	18,494	45,000	23,175	51.5%	
Licences, Permits and Rents	994,323	337,559	1,013,216	396,390	39.1%	
Fines and Penalties	383,790	191,855	417,781	191,034	45.7%	
User Fees and Charges	1,728,557	856,945	1,701,165	590,357	34.7%	
Sales revenue	0	0	0	0	0.0%	
Other revenue	107,203	29,167	62,960	34,205	54.3%	
Internal Recoveries	37,094	12,715	32,176	58,200	180.9%	
Capital Project Recovery	1,000	0	0	5,215		
PILS and Supplementary Taxes	0	0	0	0	0.0%	
Debt Proceeds	0	0	0	0	0.0%	
Transfer from Reserves	165,178	51,261	302,591	17,237	5.7%	
<b>Total Revenue</b>	<b>3,562,708</b>	<b>1,543,417</b>	<b>3,750,039</b>	<b>1,343,839</b>	<b>35.8%</b>	
<b>EXPENDITURES</b>						
Salaries, Wages and Benefits	3,809,892	1,913,212	3,868,116	1,778,396	46.0%	
Supplies, Materials and Equipment	3,042,158	1,371,491	3,192,696	1,446,561	45.3%	
Purchased Services	475,426	267,599	506,901	202,268	39.9%	
Minor Capital Expenses	0	0	0	0	0.0%	
Debt Charges	426,563	247,238	413,477	239,499	57.9%	
Insurance and Financial	244,279	205,521	257,868	199,190	77.2%	
Internal Charges	40,988	22,808	40,585	17,000	41.9%	
Transfer to Reserves	729,454	55,816	798,154	229,493	28.8%	
<b>Total expenditures</b>	<b>8,768,760</b>	<b>4,083,685</b>	<b>9,077,796</b>	<b>4,112,407</b>	<b>45.3%</b>	
<b>NET OPERATING COST / (REVENUE)</b>	<b>5,206,052</b>	<b>2,540,269</b>	<b>5,327,757</b>	<b>2,768,568</b>	<b>52.0%</b>	
<b>CAPITAL</b>						
<b>Revenue - Capital Funding</b>						
Grants and Subsidies	995,650	424,768	371,579	59,729	16.1%	
Unconditional Grants (ie. OMPF)	0	0	0	0	0.0%	
Municipal Recoveries	0	0	0	0	0.0%	
Licences, Permits and Rents	0	0	0	0	0.0%	
Fines and Penalties	0	0	0	0	0.0%	
User Fees and Charges	0	0	0	0	0.0%	
Sales revenue	40,800	554	9,000	0	0.0%	
Other revenue	0	0	4,700	0	0.0%	
Internal Recoveries	0	0	0	0	0.0%	
Capital Project Recovery	18,960	5,960	10,000	0	0.0%	
PILS and Supplementary Taxes	0	0	0	0	0.0%	
Debt Proceeds	636,172	0	1,022,130	0	0.0%	
Transfer from Reserves	1,928,520	74,904	1,648,687	48,144	2.9%	
<b>Total Capital Funding</b>	<b>3,620,102</b>	<b>506,186</b>	<b>3,066,096</b>	<b>107,873</b>	<b>3.5%</b>	
<b>EXPENDITURES</b>						
Total Capital Costs	4,367,991	545,133	3,899,637	265,073	6.8%	
<b>NET CAPITAL</b>	<b>747,889</b>	<b>38,947</b>	<b>833,541</b>	<b>157,201</b>	<b>18.9%</b>	
<b>OTHER (NON-DEPARTMENTAL) EXPENDITURES</b>						
Transfer to Infrastructure Renewal Reserve	214,240	107,120	218,525	109,263	50.0%	
Tax Stabilization Reserve	18,453	9,227	0	156,625	#DIV/0!	
	232,693	116,347	218,525	265,888	121.7%	
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>6,186,634</b>	<b>2,695,563</b>	<b>6,379,823</b>	<b>3,191,656</b>	<b>50.0%</b>	
<b>NON-DEPARTMENTAL EXPENDITURES AND REVENUES</b>						
General Expenses/Revenues	32,698	32,698	0	156,625	#DIV/0!	
Tax Levy Requirement	5,533,756	5,533,756	5,762,577	5,762,577	100.0%	
PILS and Supplementary taxes	114,380	4,630	119,250	624	0.5%	
OMP Allocation	585,800	292,900	588,000	294,000	50.0%	
Tax Write/Offs	-80,000	-11,533	-90,000	-6,022	6.7%	
From Working Capital Reserves	0	0	0	0	0.0%	
<b>Subtotal</b>	<b>6,186,634</b>	<b>5,852,451</b>	<b>6,379,827</b>	<b>6,207,804</b>	<b>97.3%</b>	
<b>TOTAL</b>	<b>0</b>	<b>3,156,888</b>	<b>4</b>	<b>3,016,148</b>		
<b>SUMMARY - TOTAL BUDGET</b>						
	<b>2014 BUDGET</b>	<b>2014 ACTUAL</b>	<b>% USED</b>	<b>2015 BUDGET</b>	<b>NET ACTUALS CHANGE</b>	
OPERATING	8,768,760	4,083,685	0.0%	9,077,796	4,112,407	28,721
CAPITAL	4,367,991	545,133	0.0%	3,899,637	265,073	-280,060
INFRASTRUCTURE RENEWAL	214,240	116,347	100.0%	218,525	265,888	149,541
<b>TOTAL EXPENDITURES (BUDGET)</b>	<b>13,350,991</b>	<b>4,745,165</b>	<b>66.1%</b>	<b>13,195,958</b>	<b>4,643,367</b>	<b>-101,798</b>

## TOWN OF ERIN

DEPARTMENT - GENERAL GOVERNMENT
SUMMARY
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	350	606	350	368	105.14%
Fines and Penalties	380,790	189,466	414,781	189,127	45.60%
User Fees and Charges	4,000	1,018	4,000	305	7.63%
Sales revenue	0	0	0	0	0.00%
Other revenue	38,000	15,919	39,000	15,034	38.55%
Internal Recoveries	9,000	5,081	15,000	52,024	346.83%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	61,670	13,922	0	0	0.00%
<b>Total Revenue</b>	<b>493,810</b>	<b>226,012</b>	<b>473,131</b>	<b>256,858</b>	<b>54.29%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	986,431	473,601	1,063,755	465,034	44.41%
Supplies, Materials and Equipment	202,496	79,205	159,231	83,809	52.60%
Purchased Services	109,785	67,462	118,061	100,335	84.99%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	96,135	68,554	96,581	55,141	57.09%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	17,000	8,500	40,000	0	0.00%
<b>Total Expenditures</b>	<b>1,411,847</b>	<b>697,322</b>	<b>1,477,627</b>	<b>704,319</b>	<b>48.20%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>918,037</b>	<b>545,009</b>	<b>1,004,496</b>	<b>447,461</b>	<b>45.29%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	42,810	23,229	46,810	0	0.00%
<b>Total Capital Funding</b>	<b>42,810</b>	<b>23,229</b>	<b>46,810</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	111,700	23,229	140,950	16,609	11.78%
<b>NET CAPITAL COSTS</b>	<b>68,890</b>	<b>0</b>	<b>94,140</b>	<b>16,609</b>	<b>17.64%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>986,927</b>	<b>471,310</b>	<b>1,098,636</b>	<b>464,070</b>	<b>42.88%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - GENERAL GOVERNMENT

SUBDEPARTMENT - COUNCIL

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to JUNE 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	109,170	47,744	128,190	52,690	41.10%
Supplies, Materials and Equipment	25,000	4,057	22,000	10,857	49.35%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>134,170</b>	<b>51,801</b>	<b>150,190</b>	<b>63,547</b>	<b>42.31%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>134,170</b>	<b>51,801</b>	<b>150,190</b>	<b>63,547</b>	<b>42.31%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>134,170</b>	<b>51,801</b>	<b>150,190</b>	<b>63,547</b>	<b>42.31%</b>



**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - GENERAL GOVERNMENT

SUBDEPARTMENT - ADMINISTRATION

2015 Budget to Actuals

	BUDGET 2014	ACTUALS to June 30 2014	% Budget Used	2015 BUDGET	ACTUALS to JUNE 30 2015	% BUDGET USED
<b>Revenue</b>						
Grants and Subsidies	0	0	0.00%	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0.00%	0	0	0.00%
Municipal Recoveries	0	0	0.00%	0	0	0.00%
Licences, Permits and Rents	350	606	173.14%	350	368	105.14%
Fines and Penalties	380,790	189,466	49.76%	414,781	189,127	45.60%
User Fees and Charges	4,000	1,018	25.45%	4,000	305	7.63%
Sales revenue	0	0	0.00%	0	0	0.00%
Other revenue	38,000	15,919	41.89%	39,000	15,034	38.55%
Internal Recoveries	9,000	5,081	56.46%	15,000	52,024	346.83%
Capital Project Recovery	0	0	0.00%	0	0	0.00%
PILS and Supplementary Taxes	0	0	0.00%	0	0	0.00%
Debt Proceeds	0	0	0.00%	0	0	0.00%
Transfer from Reserves	61,670	13,922	22.57%	0	0	0.00%
<b>Total Revenue</b>	<b>493,810</b>	<b>226,012</b>	<b>60.99%</b>	<b>473,131</b>	<b>256,858</b>	<b>54.29%</b>
<b>Expenditures</b>						
Salaries, Wages and Benefits	877,261	425,857	52.71%	935,565	412,344	44.07%
Supplies, Materials and Equipment	177,496	75,148	41.90%	137,231	72,952	53.16%
Purchased Services	109,785	67,462	89.00%	118,061	100,335	84.99%
Minor Capital Expenses	0	0	0.00%	0	0	0.00%
Debt Charges	0	0	0.00%	0	0	0.00%
Insurance and Financial	96,135	68,554	78.44%	96,581	55,141	57.09%
Internal Charges	0	0	0.00%	0	0	0.00%
Transfer to Reserves	17,000	8,500	70.83%	40,000	0	0.00%
<b>Total Expenditures</b>	<b>1,277,677</b>	<b>645,521</b>	<b>55.53%</b>	<b>1,327,437</b>	<b>640,772</b>	<b>48.27%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>783,867</b>	<b>419,509</b>	<b>52.97%</b>	<b>854,306</b>	<b>383,914</b>	<b>44.94%</b>
<b>Revenue - Capital Funding</b>						
Grants and Subsidies	0	0	0.00%	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0.00%	0	0	0.00%
Municipal Recoveries	0	0	0.00%	0	0	0.00%
Licences, Permits and Rents	0	0	0.00%	0	0	0.00%
Fines and Penalties	0	0	0.00%	0	0	0.00%
User Fees and Charges	0	0	0.00%	0	0	0.00%
Sales revenue	0	0	0.00%	0	0	0.00%
Other revenue	0	0	0.00%	0	0	0.00%
Internal Recoveries	0	0	0.00%	0	0	0.00%
Capital Project Recovery	0	0	0.00%	0	0	0.00%
PILS and Supplementary Taxes	0	0	0.00%	0	0	0.00%
Debt Proceeds	0	0	0.00%	0	0	0.00%
Transfer from Reserves	42,810	23,229	122.57%	46,810	0	0.00%
<b>Total Capital Funding</b>	<b>42,810</b>	<b>23,229</b>	<b>77.44%</b>	<b>46,810</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>						
Expenditures	111,700	23,229	45.51%	140,950	16,609	11.78%
<b>NET CAPITAL COSTS</b>	<b>68,890</b>	<b>0</b>	<b>0.00%</b>	<b>94,140</b>	<b>16,609</b>	<b>17.64%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>852,757</b>	<b>419,509</b>	<b>49.19%</b>	<b>948,446</b>	<b>400,523</b>	<b>42.23%</b>

## TOWN OF ERIN

## DEPARTMENT - PROTECTION

## SUMMARY

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	6,000	1,263	73,500	15,940	21.69%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	35,000	0	30,000	17,775	59.25%
Licences, Permits and Rents	308,690	131,162	325,920	170,202	52.22%
Fines and Penalties	0	265	0	0	0.00%
User Fees and Charges	29,000	8,155	20,000	12,093	60.47%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	4,978	0	2,500	#DIV/0!
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	41,000	0	0.00%
<b>Total Revenue</b>	<b>378,690</b>	<b>135,788</b>	<b>490,420</b>	<b>218,510</b>	<b>44.56%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	665,610	339,106	675,505	307,114	45.46%
Supplies, Materials and Equipment	390,972	213,089	461,680	167,566	36.29%
Purchased Services	41,791	22,076	71,350	23,580	33.05%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	166,779	137,970	167,135	140,071	83.81%
Insurance and Financial	22,308	18,342	25,097	22,927	91.35%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	24,996	3,558	16,877	0	0.00%
<b>Total Expenditures</b>	<b>1,312,456</b>	<b>734,141</b>	<b>1,417,644</b>	<b>661,258</b>	<b>46.64%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>933,766</b>	<b>588,318</b>	<b>927,224</b>	<b>442,748</b>	<b>47.75%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	4,000	0	0.00%
Other revenue	0	0	4,700	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	18,960	5,960	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	636,172	0	500,000	0	0.00%
Transfer from Reserves	137,391	25,788	95,300	23,231	24.38%
<b>Total Capital Funding</b>	<b>792,523</b>	<b>31,748</b>	<b>604,000</b>	<b>23,231</b>	<b>3.85%</b>
<b>Capital</b>					
Expenditures	803,701	34,801	624,400	26,337	4.22%
<b>NET CAPITAL COSTS</b>	<b>11,178</b>	<b>3,053</b>	<b>20,400</b>	<b>3,106</b>	<b>15.23%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>944,944</b>	<b>591,371</b>	<b>947,624</b>	<b>445,854</b>	<b>47.05%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PROTECTION
SUBDEPARTMENT - BUILDING
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	259,500	99,177	268,500	144,168	53.69%
Fines and Penalties	0	265	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>259,500</b>	<b>99,442</b>	<b>268,500</b>	<b>144,168</b>	<b>53.69%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	188,504	113,126	203,477	92,856	45.63%
Supplies, Materials and Equipment	33,000	14,775	37,450	12,437	33.21%
Purchased Services	9,000	1,585	6,000	1,015	16.92%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	4,000	0	4,000	5,521	138.03%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	24,996	3,558	16,877	0	0.00%
<b>Total Expenditures</b>	<b>259,500</b>	<b>133,044</b>	<b>267,804</b>	<b>111,829</b>	<b>41.76%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>0</b>	<b>33,602</b>	<b>-696</b>	<b>-32,339</b>	<b>4646.41%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies					0.00%
Unconditional Grants (ie. OMPF)					0.00%
Municipal Recoveries					0.00%
Licences, Permits and Rents					0.00%
Fines and Penalties					0.00%
User Fees and Charges					0.00%
Sales revenue					0.00%
Other revenue					0.00%
Internal Recoveries					0.00%
Capital Project Recovery	5,960	5,960	0	0	0.00%
PILS and Supplementary Taxes					0.00%
Debt Proceeds					0.00%
Transfer from Reserves	30,850	20,339	0	0	0.00%
<b>Total Capital Funding</b>	<b>36,810</b>	<b>26,299</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	36,810	26,299	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>0</b>	<b>33,602</b>	<b>-696</b>	<b>-32,339</b>	

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PROTECTION
SUBDEPARTMENT - BYLAW/CROSSING GUARDS

2015 Budget to Actuals

	2014 BUDGET	Actuals to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	1,500	1,125	1,500	1,775	118.33%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>1,500</b>	<b>1,125</b>	<b>1,500</b>	<b>1,775</b>	<b>118.33%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	61,750	12,502	63,688	31,352	49.23%
Supplies, Materials and Equipment	7,700	3,615	7,700	3,100	40.26%
Purchased Services	650	0	650	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	2,000	2,560	5,000	789	15.78%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>72,100</b>	<b>18,677</b>	<b>77,038</b>	<b>35,241</b>	<b>45.74%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>70,600</b>	<b>17,552</b>	<b>75,538</b>	<b>33,466</b>	<b>44.30%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>70,600</b>	<b>17,552</b>	<b>75,538</b>	<b>33,466</b>	<b>44.30%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PROTECTION
SUBDEPARTMENT - CONSERVATION
2015 Budget to Actuals

	2014 BUDGET	Actuals to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	67,500	15,000	22.22%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>67,500</b>	<b>15,000</b>	<b>22.22%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	141,454	83,527	213,020	86,172	40.45%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>141,454</b>	<b>83,527</b>	<b>213,020</b>	<b>86,172</b>	<b>40.45%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>141,454</b>	<b>83,527</b>	<b>145,520</b>	<b>71,172</b>	<b>52.41%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies				0	0.00%
Unconditional Grants (ie. OMPF)				0	0.00%
Municipal Recoveries				0	0.00%
Licences, Permits and Rents				0	0.00%
Fines and Penalties				0	0.00%
User Fees and Charges				0	0.00%
Sales revenue				0	0.00%
Other revenue				0	0.00%
Internal Recoveries				0	0.00%
Capital Project Recovery				0	0.00%
PILS and Supplementary Taxes				0	0.00%
Debt Proceeds				0	0.00%
Transfer from Reserves				0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>141,454</b>	<b>83,527</b>	<b>145,520</b>	<b>71,172</b>	<b>48.91%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PROTECTION  
SUBDEPARTMENT - FIRE & EMERGENCY  
2015 Budget to Actuals

	<b>2014 BUDGET</b>	Actuals to June 30 2014	<b>2015 BUDGET</b>	<b>ACTUALS to June 30 2015</b>	<b>% BUDGET USED</b>
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	35,000	0	30,000	17,775	59.25%
Licences, Permits and Rents	24,000	22,088	25,000	20,629	82.52%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	29,000	8,155	20,000	12,093	60.47%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	4,978	0	2,500	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	41,000	0	0.00%
<b>Total Revenue</b>	<b>88,000</b>	<b>35,221</b>	<b>116,000</b>	<b>52,997</b>	<b>45.69%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	412,356	213,358	405,340	182,786	45.09%
Supplies, Materials and Equipment	199,098	108,221	193,810	63,546	32.79%
Purchased Services	12,500	11,229	20,700	13,303	64.27%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	166,779	137,970	167,135	140,071	83.81%
Insurance and Financial	16,308	15,782	16,097	16,617	103.23%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>807,041</b>	<b>486,560</b>	<b>803,082</b>	<b>416,323</b>	<b>51.84%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>719,041</b>	<b>451,339</b>	<b>687,082</b>	<b>363,326</b>	<b>52.88%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	4,000	0	#DIV/0!
Other revenue	0	0	4,700	0	#DIV/0!
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	13,000	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	636,172	0	500,000	0	0.00%
Transfer from Reserves	106,541	5,449	95,300	23,231	24.38%
<b>Total Capital Funding</b>	<b>755,713</b>	<b>5,449</b>	<b>604,000</b>	<b>23,231</b>	<b>3.85%</b>
<b>Capital</b>					
Expenditures	766,891	8,502	624,400	26,337	2370.81%
<b>NET CAPITAL COSTS</b>	<b>11,178</b>	<b>3,053</b>	<b>20,400</b>	<b>3,106</b>	<b>656.79%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>730,219</b>	<b>454,392</b>	<b>707,482</b>	<b>366,432</b>	<b>51.79%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PROTECTION
SUBDEPARTMENT - EMERGENCY PLAN

2015 Budget to Actuals

	2014 BUDGET	Actuals to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	1,500	590	1,500	0	0.00%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>1,500</b>	<b>590</b>	<b>1,500</b>	<b>0</b>	<b>0.00%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>1,500</b>	<b>590</b>	<b>1,500</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>1,500</b>	<b>590</b>	<b>1,500</b>	<b>0</b>	<b>0.00%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PROTECTION
SUBDEPARTMENT - ANIMAL CONTROL

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	6,000	1,263	6,000	940	15.67%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	23,690	8,772	30,920	3,630	11.74%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>29,690</b>	<b>10,035</b>	<b>36,920</b>	<b>4,570</b>	<b>12.38%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	3,000	120	3,000	120	4.00%
Supplies, Materials and Equipment	8,220	2,361	8,200	2,311	28.18%
Purchased Services	19,641	9,262	44,000	9,262	21.05%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>30,861</b>	<b>11,743</b>	<b>55,200</b>	<b>11,693</b>	<b>21.18%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>1,171</b>	<b>1,708</b>	<b>18,280</b>	<b>7,123</b>	<b>38.97%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>1,171</b>	<b>1,708</b>	<b>18,280</b>	<b>7,123</b>	<b>38.97%</b>



**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PUBLIC WORKS

**SUMMARY**

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	53,043	32,363	60,000	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	15,000	18,494	15,000	5,400	36.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	3,000	2,124	3,000	1,907	63.57%
User Fees and Charges	1,559,557	789,326	1,592,070	540,757	33.97%
Sales revenue	0	0	0	0	0.00%
Other revenue	12,000	8,025	8,000	8,075	100.94%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	24,405	0	77,855	0	0.00%
<b>Total Revenue</b>	<b>1,667,005</b>	<b>850,332</b>	<b>1,755,925</b>	<b>556,139</b>	<b>31.67%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	1,353,500	723,235	1,353,879	666,106	49.20%
Supplies, Materials and Equipment	1,628,221	766,026	1,655,027	843,949	50.99%
Purchased Services	264,550	162,337	263,965	65,658	24.87%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	82,518	17,943	82,706	17,470	21.12%
Insurance and Financial	72,862	63,412	73,500	67,675	92.07%
Internal Charges	14,168	0	13,435	0	0.00%
Transfer to Reserves	627,333	29,513	699,880	229,493	32.79%
<b>Total Expenditures</b>	<b>4,043,152</b>	<b>1,762,466</b>	<b>4,142,392</b>	<b>1,890,351</b>	<b>45.63%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>2,376,147</b>	<b>912,135</b>	<b>2,386,467</b>	<b>1,334,212</b>	<b>55.91%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	995,650	424,768	371,579	59,729	16.07%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	40,800	554	5,000	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	522,130	0	0.00%
Transfer from Reserves	1,649,187	19,927	1,349,367	24,913	1.85%
<b>Total Capital Funding</b>	<b>2,685,637</b>	<b>445,249</b>	<b>2,248,076</b>	<b>84,642</b>	<b>3.77%</b>
<b>Capital</b>					
Expenditures	3,303,590	470,137	2,838,777	214,471	7.56%
<b>NET CAPITAL COSTS</b>	<b>617,953</b>	<b>24,888</b>	<b>590,701</b>	<b>129,830</b>	<b>21.98%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>2,994,100</b>	<b>937,023</b>	<b>2,977,168</b>	<b>1,464,041</b>	<b>49.18%</b>

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS  
SUBDEPARTMENT - ROADS  
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	53,043	0	60,000	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	15,000	18,494	15,000	5,400	36.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	4,437	300	2,500	5,939	237.56%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	56,825	0	0.00%
<b>Total Revenue</b>	<b>72,480</b>	<b>18,794</b>	<b>134,325</b>	<b>11,339</b>	<b>8.44%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	874,000	525,579	882,235	450,522	51.07%
Supplies, Materials and Equipment	1,212,800	595,018	1,232,625	673,876	54.67%
Purchased Services	239,500	152,148	244,000	55,221	22.63%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	25,752	0	25,765	0	0.00%
Insurance and Financial	56,725	48,758	57,500	51,739	89.98%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	32,000	25,136	70,000	35,000	50.00%
<b>Total Expenditures</b>	<b>2,440,777</b>	<b>1,346,639</b>	<b>2,512,125</b>	<b>1,266,358</b>	<b>50.41%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>2,368,297</b>	<b>1,327,845</b>	<b>2,377,800</b>	<b>1,255,019</b>	<b>52.78%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	311,850	9,136	371,579	59,729	16.07%
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue	32,000	554	5,000	0	0.00%
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds			522,130		
Transfer from Reserves	838,309	0	1,034,207	0	
<b>Total Capital Funding</b>	<b>1,182,159</b>	<b>9,690</b>	<b>1,932,916</b>	<b>59,729</b>	<b>3.09%</b>
<b>Capital</b>					
Expenditures	1,800,112	21,786	2,206,187	108,736	4.93%
<b>NET CAPITAL COSTS</b>	<b>617,953</b>	<b>12,096</b>	<b>273,271</b>	<b>49,007</b>	<b>17.93%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>2,986,250</b>	<b>1,339,941</b>	<b>2,651,071</b>	<b>1,304,026</b>	<b>49.19%</b>

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS  
SUBDEPARTMENT - STREETLIGHTS  
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	118,241	59,121	123,000	61,500	50.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>118,241</b>	<b>59,121</b>	<b>123,000</b>	<b>61,500</b>	<b>50.00%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	109,486	51,459	113,982	61,427	53.89%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	8,755	4,377	9,018	4,509	50.00%
<b>Total Expenditures</b>	<b>118,241</b>	<b>55,836</b>	<b>123,000</b>	<b>65,936</b>	<b>53.61%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>0</b>	<b>-3,285</b>	<b>0</b>	<b>4,436</b>	
<b>Revenue - Capital Funding</b>					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	50,000	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	50,000	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>0</b>	<b>-3,285</b>	<b>0</b>	<b>4,436</b>	

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS					
SUBDEPARTMENT - WATER					
2015 Budget to Actuals					
	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	32,363	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	3,000	2,124	3,000	1,907	63.57%
User Fees and Charges	1,436,879	729,900	1,466,570	473,318	32.27%
Sales revenue	0	0	0	0	0.00%
Other revenue	12,000	8,025	8,000	8,075	100.94%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	24,405	0	21,030	0	0.00%
<b>Total Revenue</b>	<b>1,476,284</b>	<b>772,412</b>	<b>1,498,600</b>	<b>483,300</b>	<b>32.25%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	479,500	197,656	471,644	215,584	45.71%
Supplies, Materials and Equipment	299,335	119,549	301,400	108,646	36.05%
Purchased Services	23,800	8,088	16,600	10,437	62.87%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	56,766	17,943	56,941	17,470	30.68%
Insurance and Financial	16,137	14,654	16,000	15,936	99.60%
Internal Charges	14,168	0	13,435	0	0.00%
Transfer to Reserves	586,578	0	620,862	189,984	30.60%
<b>Total Expenditures</b>	<b>1,476,284</b>	<b>357,890</b>	<b>1,496,882</b>	<b>558,057</b>	<b>37.28%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>0</b>	<b>-414,522</b>	<b>-1,718</b>	<b>74,757</b>	<b>-4351.38%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	683,800	415,632	0	0	0.00%
Unconditional Grants (ie. OMPF)					0.00%
Municipal Recoveries					0.00%
Licences, Permits and Rents					0.00%
Fines and Penalties					0.00%
User Fees and Charges					0.00%
Sales revenue	8,800		0		0.00%
Other revenue					0.00%
Internal Recoveries					0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes					0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	640,878	0	142,000	0	0.00%
<b>Total Capital Funding</b>	<b>1,333,478</b>	<b>415,632</b>	<b>142,000</b>	<b>-</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	1,333,478	428,424	142,000	55,910	39.37%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>12,792</b>	<b>0</b>	<b>55,910</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>0</b>	<b>-401,730</b>	<b>-1,718</b>	<b>130,667</b>	

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PUBLIC WORKS
SUBDEPARTMENT - ENVIRONMENTAL SERVICES

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	5	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	6,600	0	7,020	0	0.00%
Purchased Services	1,250	2,101	3,365	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>7,850</b>	<b>2,101</b>	<b>10,385</b>	<b>0</b>	<b>0.00%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>7,850</b>	<b>2,096</b>	<b>10,385</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	120,000	19,927	173,160	24,913	14.39%
<b>Total Capital Funding</b>	<b>120,000</b>	<b>19,927</b>	<b>173,160</b>	<b>24,913</b>	<b>14.39%</b>
<b>Capital</b>					
Expenditures	120,000	19,927	490,590	49,825	10.16%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>317,430</b>	<b>24,913</b>	<b>7.85%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>7,850</b>	<b>2,096</b>	<b>327,815</b>	<b>24,913</b>	<b>7.60%</b>

**TOWN OF ERIN  
2015**

**TOWN OF ERIN**

**DEPARTMENT - RECREATION**

**SUMMARY**

2015 Budget to Actuals

	<b>2014 BUDGET</b>	<b>ACTUALS to June 30 2014</b>	<b>2015 BUDGET</b>	<b>ACTUALS to June 30 2015</b>	<b>% BUDGET USED</b>
<b>Revenue</b>					
Grants and Subsidies	11,520	2,200	11,650	10,150	87.12%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	679,783	205,791	666,796	216,820	32.52%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	79,500	26,085	32,950	15,862	48.14%
Sales revenue	0	0	0	0	0.00%
Other revenue	42,000	51	0	0	0.00%
Internal Recoveries	10,460	0	0	0	0.00%
Capital Project Recovery	1,000	0	0	5,215	#DIV/0!
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	29,636	29,636	124,697	0	0.00%
<b>Total Revenue</b>	<b>853,899</b>	<b>263,763</b>	<b>836,093</b>	<b>248,047</b>	<b>29.67%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	709,176	332,537	684,952	282,250	41.21%
Supplies, Materials and Equipment	543,403	214,487	534,575	209,474	39.19%
Purchased Services	21,800	7,523	32,525	12,695	39.03%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	177,266	91,325	163,636	81,958	50.09%
Insurance and Financial	52,974	55,213	62,690	53,447	85.26%
Internal Charges	13,820	9,808	10,150	0	0.00%
Transfer to Reserves	45,880	0	31,397	0	0.00%
<b>Total Expenditures</b>	<b>1,564,319</b>	<b>710,893</b>	<b>1,519,925</b>	<b>639,824</b>	<b>42.10%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>710,420</b>	<b>447,130</b>	<b>683,832</b>	<b>391,777</b>	<b>57.29%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	
Unconditional Grants (ie. OMPF)	0	0	0	0	
Municipal Recoveries	0	0	0	0	
Licences, Permits and Rents	0	0	0	0	
Fines and Penalties	0	0	0	0	
User Fees and Charges	0	0	0	0	
Sales revenue	0	0	0	0	
Other revenue	0	0	0	0	
Internal Recoveries	0	0	0	0	
Capital Project Recovery	0	0	10,000	0	
PILS and Supplementary Taxes	0	0	0	0	
Debt Proceeds	0	0	0	0	
Transfer from Reserves	99,132	5,960	157,210	0	0.00%
<b>Total Capital Funding</b>	<b>99,132</b>	<b>5,960</b>	<b>167,210</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	149,000	16,966	295,510	7,656	2.59%
<b>NET CAPITAL COSTS</b>	<b>49,868</b>	<b>11,006</b>	<b>128,300</b>	<b>7,656</b>	<b>5.97%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>760,288</b>	<b>458,136</b>	<b>812,132</b>	<b>399,433</b>	<b>49.18%</b>

TOWN OF ERIN

DEPARTMENT - RECREATION  
SUBDEPARTMENT - HILLSBURGH COMMUNITY CENTRE  
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	217,501	91,263	205,325	77,174	37.59%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	5,000	4,743	1,200	-44	-3.67%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	1,000	0	0	15	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>223,501</b>	<b>96,006</b>	<b>206,525</b>	<b>77,145</b>	<b>37.35%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	191,485	101,240	172,912	72,831	42.12%
Supplies, Materials and Equipment	103,727	47,315	110,305	52,672	47.75%
Purchased Services	1,350	0	1,350	290	21.48%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	18,892	9,446	18,877	9,446	50.04%
Insurance and Financial	18,454	18,048	18,410	18,570	100.87%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	31,050	0	6,173	0	0.00%
<b>Total Expenditures</b>	<b>364,958</b>	<b>176,049</b>	<b>328,027</b>	<b>153,809</b>	<b>46.89%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>141,457</b>	<b>80,043</b>	<b>121,502</b>	<b>76,664</b>	<b>63.10%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	4,332	0	74,000	0	0.00%
<b>Total Capital Funding</b>	<b>4332</b>	<b>0</b>	<b>74000</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	8,700	0	113,510	989	0.87%
<b>NET CAPITAL COSTS</b>	<b>4,368</b>	<b>0</b>	<b>39,510</b>	<b>989</b>	<b>2.50%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>145,825</b>	<b>80,043</b>	<b>161,012</b>	<b>77,653</b>	<b>48.23%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - RECREATION
SUBDEPARTMENT - ERIN COMMUNITY CENTRE

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	379,681	112,728	372,300	136,855	36.76%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	56,750	21,342	31,750	15,906	50.10%
Sales revenue	0	0	0	0	0.00%
Other revenue	42,000	51	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	3,000	3,600	120.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	25,000	25,000	106,519	0	0.00%
<b>Total Revenue</b>	<b>503,431</b>	<b>159,121</b>	<b>513,569</b>	<b>156,361</b>	<b>30.45%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	437,506	210,912	442,004	195,694	44.27%
Supplies, Materials and Equipment	330,451	153,917	318,335	144,098	45.27%
Purchased Services	16,500	3,566	19,775	12,405	62.73%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	106,603	53,301	106,519	53,301	50.04%
Insurance and Financial	25,020	25,276	25,785	25,999	100.83%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	9,830	0	12,648	0	0.00%
<b>Total Expenditures</b>	<b>925,910</b>	<b>446,972</b>	<b>925,066</b>	<b>431,497</b>	<b>46.64%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>422,479</b>	<b>287,851</b>	<b>411,497</b>	<b>275,136</b>	<b>66.86%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	52,800	0	10,000	0	0.00%
<b>Total Capital Funding</b>	<b>52,800</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	92,300	9,045	51,000	6,667	13.07%
<b>NET CAPITAL COSTS</b>	<b>39,500</b>	<b>9,045</b>	<b>41,000</b>	<b>6,667</b>	<b>16.26%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>461,979</b>	<b>296,896</b>	<b>452,497</b>	<b>281,803</b>	<b>62.28%</b>



**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT
<b>SUBDEPARTMENT - CEMETERIES</b>

2015 Budget to Actuals

	<b>2014 BUDGET</b>	<b>ACTUALS to June 30 2014</b>	<b>2015 BUDGET</b>	<b>ACTUALS to June 30 2015</b>	<b>% BUDGET USED</b>
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	44	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	31,580	6,516	36,570	6,360	17.39%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>31,580</b>	<b>6,516</b>	<b>36,570</b>	<b>6,360</b>	<b>17.39%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>31,580</b>	<b>6,472</b>	<b>36,570</b>	<b>6,360</b>	<b>17.39%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>31,580</b>	<b>6,472</b>	<b>36,570</b>	<b>6,360</b>	<b>17.39%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT
<b>SUBDEPARTMENT - RENTAL FACILITIES</b>

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	5,500	0	20,150	9,000	44.67%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	4,553	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>10,053</b>	<b>0</b>	<b>20,150</b>	<b>9,000</b>	<b>44.67%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	2,920	1,461	2,920	1,704	58.36%
Supplies, Materials and Equipment	8,750	2,240	4,000	742	18.55%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	10,000	0	0.00%
<b>Total Expenditures</b>	<b>11,670</b>	<b>3,701</b>	<b>16,920</b>	<b>2,446</b>	<b>14.46%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>1,617</b>	<b>3,701</b>	<b>-3,230</b>	<b>-6,554</b>	<b>202.91%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>1,617</b>	<b>3,701</b>	<b>-3,230</b>	<b>-6,554</b>	<b>202.91%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PLANNING & DEVELOPMENT

**SUMMARY**

2015 Budget to Actuals

	<b>2014 BUDGET</b>	<b>ACTUALS to June 30 2014</b>	<b>2015 BUDGET</b>	<b>ACTUALS to June 30 2015</b>	<b>% BUDGET USED</b>
<b>Revenue</b>					
Grants and Subsidies	25,000	9,595	30,000	1,936	#DIV/0!
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	39,300	15,161	33,300	12,240	28.47%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	10,000	0	11,000	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	49,467	7,703	59,039	17,237	#DIV/0!
<b>Total Revenue</b>	<b>123,767</b>	<b>32,459</b>	<b>133,339</b>	<b>31,413</b>	<b>71.07%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	92,255	43,272	87,105	56,188	60.74%
Supplies, Materials and Equipment	201,252	83,532	300,632	109,461	88.06%
Purchased Services	37,500	8,201	21,000	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	13,000	13,000	17,000	17,000	188.89%
Transfer to Reserves	14,245	14,245	0	0	0.00%
<b>Total Expenditures</b>	<b>358,252</b>	<b>162,250</b>	<b>425,737</b>	<b>182,649</b>	<b>78.40%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>234,485</b>	<b>129,791</b>	<b>292,398</b>	<b>151,236</b>	<b>80.12%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>234,485</b>	<b>129,791</b>	<b>292,398</b>	<b>151,236</b>	<b>80.12%</b>

TOWN OF ERIN

DEPARTMENT - PLANNING & DEVELOPMENT
SUBDEPARTMENT - PLANNING

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	24,000	12,181	17,800	8,400	47.19%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	10,000	0	11,000	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	23,850	7,381	0	0	0.00%
<b>Total Revenue</b>	<b>57,850</b>	<b>19,562</b>	<b>28,800</b>	<b>8,400</b>	<b>29.17%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	92,255	43,272	87,105	56,188	64.51%
Supplies, Materials and Equipment	26,500	12,221	35,400	3,928	11.10%
Purchased Services	37,500	8,201	21,000	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>156,255</b>	<b>63,694</b>	<b>143,505</b>	<b>60,116</b>	<b>41.89%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>98,405</b>	<b>44,132</b>	<b>114,705</b>	<b>51,716</b>	<b>45.09%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>98,405</b>	<b>44,132</b>	<b>114,705</b>	<b>51,716</b>	<b>45.09%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT - PLANNING & DEVELOPMENT
SUBDEPARTMENT - ECONOMIC DEVELOPMENT

2015 Budget to Actuals

	<b>2014 BUDGET</b>	<b>ACTUALS to June 30 2014</b>	<b>2015 BUDGET</b>	<b>ACTUALS to June 30 2015</b>	<b>% BUDGET USED</b>
<b>Revenue</b>					
Grants and Subsidies	25,000	9,595	30,000	1,936	6.45%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	15,300	2,980	15,500	3,840	24.77%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	25,617	322	59,039	17,237	29.20%
<b>Total Revenue</b>	<b>65,917</b>	<b>12,897</b>	<b>104,539</b>	<b>23,013</b>	<b>22.01%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	174,752	71,311	265,232	105,533	39.79%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	13,000	13,000	17,000	17,000	100.00%
Transfer to Reserves	14,245	14,245	0	0	0.00%
<b>Total Expenditures</b>	<b>201,997</b>	<b>98,556</b>	<b>282,232</b>	<b>122,533</b>	<b>43.42%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>136,080</b>	<b>85,659</b>	<b>177,693</b>	<b>99,520</b>	<b>56.01%</b>
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>136,080</b>	<b>85,659</b>	<b>177,693</b>	<b>99,520</b>	<b>56.01%</b>

**TOWN OF ERIN  
2015 BUDGET**

**TOWN OF ERIN**

DEPARTMENT
<b>SUBDEPARTMENT - BIA</b>

2015 Budget to Actuals

	<b>2014 BUDGET</b>	<b>ACTUALS to June 30 2014</b>	<b>2015 BUDGET</b>	<b>ACTUALS to June 30 2015</b>	<b>% BUDGET USED</b>
<b>Revenue</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	17,200	17,200	18,845	9,100	48.29%
Sales revenue	0	0	0	0	0.00%
Other revenue	10,650	150	15,960	8,596	53.86%
Internal Recoveries	7,634	7,634	6,176	6,176	100.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>35,484</b>	<b>24,984</b>	<b>40,981</b>	<b>23,872</b>	<b>58.25%</b>
<b>Expenditures</b>					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	35,484	6,396	40,981	25,200	61.49%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>35,484</b>	<b>6,396</b>	<b>40,981</b>	<b>25,200</b>	<b>61.49%</b>
<b>NET OPERATING COST / (REVENUE)</b>	<b>0</b>	<b>-18,588</b>	<b>0</b>	<b>1,328</b>	
<b>Revenue - Capital Funding</b>					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Capital</b>					
Expenditures	0	0	0	0	0.00%
<b>NET CAPITAL COSTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET FUNDING NEEDED (GENERATED)</b>	<b>0</b>	<b>-18,588</b>	<b>0</b>	<b>1,328</b>	

## BUILDING, BY-LAW ENFORCEMENT &amp; PLANNING – DEPT HEAD COMMENTS

PREPARED BY: Andrew Hartholt

**Building Department:**

Building Permit revenues are \$35,000 more than the same period in 2014, and on target with estimates for year-to-date. Strong permit number generated in May and June helped make up for the slow cold start to the year. Salary and benefit costs appear to within estimates, currently running at 45.6% of projected costs. The legal cost are high at 128%, this is due defence a claim that was started in 2014 and has since been dropped. It is anticipated that number will increase over the next two quarters due to a pending legal proceeding.

**By-law Department:**

Salary and benefit costs appear to within estimates, currently running at 49.2% of projected costs. Legal cost are well below projected at 15.8%, but it is anticipated that number will increase in the remaining half of the year due to a current legal proceeding and potential site alteration by-law implications.

**Planning Department:**

The cost of service for the county planners cannot be determined at this time as we haven't received any invoices to date. The third quarter may give the Town a better picture of the cost implications of this new service model. Salary and benefit costs are well above estimates at 67.2%. This number should level out in the 2<sup>nd</sup> half of the year as cost implications of staff changes have already been incurred.



## ROAD'S DEPARTMENT – DEPARTMENT HEAD'S COMMENTS

PREPARED BY: Larry Van Wyck

Sideroad 17 Reconstruction – Expected to commence after July 13, replacement culverts have been ordered, Arrangements have been made to proceed with ditching and excavating existing road base to appropriate width. Soft spots identified during the last three spring thaws will be excavated and filled with granular material remaining at Barbour Field. Following base repairs entire road will be resurfaced with 150 mm Granular A (tender for material not yet out). Hard surfacing may proceed depending upon completion and scheduling. No deviations from budget allocation expected.

Station Road Rehabilitation E/A – proceeding update to be provided at a future council meeting.

No deviations from the approved budget allocation is expected.

Roads Shop Improvements – expect to complete late summer/early fall once quotations for work can be obtained. Proposed work includes, replacement of exhaust system, roof repair, masonry repairs, repairs to steel siding on Storage Building, electrical upgrades to upstairs and window repairs required as a result of 2014 break in. No financial deviations from the approved budget allocation is expected.



Hard Surface approximately 1.5 km, requires further council discussion and direction. Will be bringing proposal forward for work on 5<sup>th</sup> Line from County Road 22 Northerly 1.65 km.

GIS Mapping – some work has been undertaken in NE Quadrant of Erin Village to locate catch basins, storm sewer pipe, encroachments and outlets. Further investigation including flushing and camera some sections is required to complete this work. It is expected this project will be completed in next few weeks. If any funds remain I suggest it would be prudent to conduct title search on areas identified where storm sewers are installed on private property. It is anticipated all available funds will be used. In addition problems have been encountered with a number of storm sewer grates that are broken and require replacement, some funds will also be required to complete this work.

Pulverize and resurface 2<sup>nd</sup> Line , work is scheduled to begin July 8 and will be completed by the end of July. At this point no deviations from the approved budget allocation are expected.

Replace Bridge 2045 File E/A and complete design, work expected to commence late summer and progress into fall. At this point no deviations from the approved budget allocation are expected.

Replace pickup # 10, tender has been awarded and vehicle will be arriving very soon. No deviations from the approved budget allocation are expected.

Reconstruct George St, design nearing completion, tender late summer with construction to occur in fall. It will be necessary for tender to close in order to confirm if project fits within budget allocation.

Drainage Daniel St at English, this project is tied to GIS mapping project and cannot proceed to completion without all of the information from the GPS Mapping. It appears that this project will proceed to completing design and we move forward with negotiation with the school board once the final location of the proposed outlet pipe is known. At this time it does not appear this project will proceed to construction before school resumes in September, in order to alleviate issues with another property in the area it will be necessary to pursue other temporary remedial measures. The financial picture will become clearer in next few weeks when more information is available after the storm sewers have been flushed and the video completed.

updated July 7, 2015

Project Name	From	To	Description	Env. Ass	Survey	Design	Tender	Cont. Award	Const Start	Const End	Comments
Sideroad 17	Trafalgar Rd	2nd Line	Reconstruction		Complete	Complete					culverts tendered requested equipment rental rates from Snow Bros, Cox RFQ for culverts due June 19
Station Road	Trafalgar Rd	W edge of Hillsburgh	Rehabilitation & Bridge	60%	Complete						
Roads shop			Misc Improvements - roof repairs - masonry repairs (upstairs office window, broken block) - repairs to NW corner storage bldg - electrical for Computers and AC office - window repairs resulting from 2014 break in								
Bridge 2061	Sideroad 24	at Cedar Valley	Culvert Replacement	100%	Complete	Complete	01/06/2015	01/06/2015	13/07/2015	11/09/2015	
Surfacing											
2nd Line	N of Sideroad 17	N of Cty. Rd. 22	Pave Pulverizing Culvert rehabilitation x 4 Road cut and visibility improvements				Apr-28 Jun-19 May-25	May-05 Jun-19 May-26	Jul-15 Jul-09 Jun-12 Jul-13	Jul-24 Jul-10 Jun-23 Jul-15	RFQ for culverts due June 19 quotes received and work complete
Bridge 2045	4th Line Lot 15		Complete E/A Design	100%	Complete						
George St	Trafalgar Rd	George St	Reconstruction inc water		Complete	Ongoing	July ?				
Daniel St	at English				Partial				May 28-29		investigation/survey started
Maintenance Gravel							Apr-28	May-05	Jun-08	Jun-25	complete
Dust Suppressant							Apr-28	May-05	May-25	Jul-03	complete
Pavement Marking							Apr-28	May-05	May-25	Aug-01	complete
Street sweeping							Apr-28	May-05	May-11	May-15	complete
GIS Mapping					Partial				May 28-29		investigation/survey started
Boundary Rd. Agreements											letters and draft agreement sent March 20 to Guelph/Eramosa, Centre Wellington and East Garafraxa
Fuel Supply							Apr-28	May-05	June 1 2015	May 31 2015	4 year agreement
Truck 10 Repalcement							Apr-28	May-05	May-15		tentative delivery after July 13

## Report to Council July 13, 2015

## APPENDIX D

### RECREATION 2<sup>nd</sup> Quarter Financial Report – Department Head Review & Comments prepared by: Graham Smith

**Revenues:** The recreation numbers for the 1<sup>st</sup> and 2<sup>nd</sup> quarter are close to being in line with 2014 numbers. Currently with we feel our rental facility budget numbers will fall within the 2015 budgeted amounts. We do however feel our field rentals will be slightly lower than anticipated due to the new pay schedule for minor sports at the sports parks. Currently our ice rental requests for our arenas are at about 80% to 85% of the prime hours for the season which is normal for this time of the year.

**Wages:** Our wages are down significantly in 2015. We are currently down 2 full time staff members at the Hillsburgh Community Centre/Hillsburgh sports Fields. We are down a 3/5 full time staffing in Erin who is now 100% at the Hillsburgh Community Centre. We have had staff away on a sick leave for a month at the beginning of 2015. To assist us in these issues, we have had to use part time operators to fill these positions. We are also making good use of our part time facility staff to assist us to keep the overtime to a minimum and help out while our department is going through some reorganization.

**Net operating Costs:** Currently our net operating costs are lower compared to 2014 most of this can be explained by the wages. We have had some untimely facility and building repairs to deal with during the winter, spring and early summer which will make our maintenance tighter than anticipated. Currently we anticipate a good 2<sup>nd</sup> half of the year with good revenues and manageable expenses.

**Capital:** Our Capital budget projects are all underway with exception of the Tennis Courts Resurfacing and the Heat Exchanger at Centre 2000. The Tennis Court resurfacing has been tendered but no decision made on the final contractor, but all bids were under the Budgeted Capital Amount for the Tennis Courts. All but one of the project costs are all currently under budgeted amounts. We do foresee the Hillsburgh Community Centre arena boards going slightly over budget and could be as high as \$5,000 to \$10,000 depending on contingencies that may arise.

Minutes of the Let's Get Hillsburgh Growing Committee Meeting  
May 21, 2015

Members present: Lloyd Turbitt, Jackie Turbitt, Ruth Maddock, Liz Ewasick, Donna Revell, Jeff Duncan, Elizabeth MacInnis, Donna Muir  
Guest: Britany from Erin Radio

1) Minutes:

**Motion 1-5-2015:** LGHG Minutes

Moved by Jackie Turbitt; seconded by Ruth Maddock: That the minutes of the LGHG Committee meeting of April 16, 2015 be adopted as circulated. Carried.

2) Accounts:

**Motion 2-5-2015:** Accounts

Moved by Ruth Maddock; seconded by Liz Ewasick: That accounts in the amount of \$50.81 (list attached) be paid. Carried.

3) Fundraising:

a) Flower Baskets & planters:

\$5125.20 has been received as donations for the flowers. Thank you notes have been sent to the donors.

\$100.00 was collected by Liz during a canvas of residences on the east side of Trafalgar Road. Canvassing also provided an opportunity to talk to people about the LGHG Committee. Most did not know about the Committee. Having LGHG Committee pamphlets to hand out was a great help.

**Action needed:** Jackie will obtain tax receipts for the two donors who requested receipts.

Elizabeth will canvas the west side of the street.

During her canvassing, Liz was told about the Hillsburgh Firefighters Association's Community Fund. It was suggested that if the LGHG Committee writes a letter to the Association, we might receive some funds to support our projects.

**Action needed:** Liz will write a letter to the Hillsburgh Firefighters Association.

b) Sweet Signs Dessert Party on June 28 at the Century Church Theatre:

Advertising: LGHG Committee members have put posters in various places in the community.

Jeff will announce the Dessert Party at the Town Council meeting.

Britany volunteered to add the event to the public service announcements made on Erin Radio.

**Action needed:** Donna will ask Joan Murray to write a press release and add the Dessert Party to the Community Calendar in the Advocate.

Goodie bags: Foodland has donated fabric bags to give to attendees.

**Action needed:** Committee members are asked to please canvas friends, family members, businesses for small items/coupons etc. to put in the bags.

Artists: Liz has had few responses to her email to the Headwater's Artist group. So far, she has three artisans booked to come: Jennifer McKinnon (woodturning), Yvonne Cummings (sketches), Beth Campbell (pottery).

**Action needed:** Committee members should invite any artisans that they know to come and if interested, have them contact Liz.

**Action needed:** Donna will contact art teacher at E.D.H.S to inquiry whether some art students might like to show their work at the Dessert Party.

Desserts:

**Action needed:** Need to start approaching businesses and individuals to see if they will donate one or more desserts for the event.

**Action needed:** Email Donna with information about anyone you have asked and if they have agreed to donate dessert(s). Need to know who, if it's a business who the contact person is and a phone number.

**Action needed:** Donna will prepare a spreadsheet with the information and distribute to Committee members.

#### 4) Other 2015 Events:

Spirit of the Hills Family Fun Day on Saturday August 15, 2015

Application for road closure has been made.

Application for police assistance has been made.

Jackie has contacted vendors from previous years and is awaiting responses from them.

Kent Tocher has been booked to provide music and act as emcee.

Guelph Storm Hockey Team has contacted Donna and want to return this year.

**Action needed:** Donna will print flyers for Lloyd to hand out at car shows.

#### 5) 2015 Projects:

a) Planter boxes: Planters have arrived and Lloyd had one to show. Ron Munro will deliver the flowers on Tuesday.

Unfortunately, when the Works Department staff put the planters out on the street, they bolted them to the benches, a practice that has not been done for several years. When the planters are next to the benches, they are used as garbage cans; the flowers are sat on and the petals are pulled off the flowers. By keeping the planters away from the benches, these problems rarely happen.

**Action needed:** Lloyd to set up a meeting with Kathryn Ironmonger and Larry Van Wyck to discuss the issue of the new planters being bolted to the benches.

b) Entrance Signs

The design has been selected and a deposit of fifty percent of the cost has been paid to Myron Lasko.

Delivery and installation of the signs is three months. Hopefully, they will be ready mid-August.

Concerns regarding the size of the letters on the sign were discussed.

**Action needed:** Lloyd will contact Myron to see if a prototype or some kind of sample can be produced so that we can see the size of the lettering.

Donna was asked by the Hillsburgh Garden Club if they should plant flowers at the base of the old entrance signs as they have done in the past.

**Action needed:** Donna will contact the Garden Club to tell them not to plant this year.

- 6) Revised LGHG Committee pamphlet: Donna distributed copies of the revised pamphlet which were handed out at the Home & Lifestyle Show in April and by Liz when she was canvassing.
- 7) “Know Your Community” magazine:  
Donna is writing the article about the LGHG Committee for the magazine.  
**Motion** 3-5-2015: Advertisement in the Know Your Community magazine  
Moved by Jackie Turbitt; seconded by Donna Revell: That the LGHG Committee purchase an advertisement in the Know Your Community magazine for \$30.00.
- 8) Other Business & Round Table  
Joint Sunday church service of the congregations of St. Andrew’s Presbyterian Church and the Hillsburgh Baptist Church will take place in the Hillsburgh Historical Park on Sunday June 21.

Rerouting of the cable television cables on the hydro poles and the taking down of the old poles has been happening over the last few weeks. 2 of the Hillsburgh laser-cut signs have been taken down.

Lloyd has not had a reply to his email to Steve at Brodie Ltd. inquiring if there has been any progress in making a new sign to replace one that was damaged.

**Action needed:** Donna will email Steve with the same inquiry.

Jeff will send a formal letter from the LGHG Committee to St. Mary’s Cement asking for a donation towards the new entrance signs.

#### **Next Meeting**

**(Note the change in location)**

**Thursday June 18, 2015 at the Town of Erin Municipal Office at 7pm.**

**Town of Erin  
Joint Health and Safety Committee Meeting  
Wed. Dec. 17, 2014  
2:00 p.m.**

**Meeting Notes**

<b>Present:</b>	Kathryn Ironmonger	CAO/Town Manager
	Graham Smith	Recreation ECC
	Jeff Haw	Recreation Dept. Operator
	Kevin Watson	Roads Operator
	Larry Van Wyck	Road Superintendent
	Connie Cox	Administrative Assistant

<b>Absent:</b>	Terry Wheeler	Hillsburgh Arena Operator
	Joe Babin	Water Foreman
	Sara McDougall	Compliance Administrator/Water

**1. Approval of minutes:**

Moved by Jeff Haw

Seconded by Kevin Watson

That the November 19, 2014 meeting notes/minutes are approved as circulated.

Carried.

**2. Additions to Agenda: none**

**3. Business Brought Forward:**

3.1 New Health and Safety Policy Statement – signed and posted

3.2 Policies:

a. Update Harassment & Violence Policy – Corporate policy, needs to be updated. Signs need to be posted regarding our H&V Policy. We should review the assessment/risks – Tanya can assist with this. Compare our existing and proposed. If a complaint received, if not to CAO then lawyer.

b. Working Alone will be a separate policy

c. Vehicles are workplaces also. Signs about our violence and harassment zero tolerance will be posted in facilities only.  
Training will be provided.

3.3 To move ahead on staff training on our policies. Binders will be made up for staff and given to Dept. Heads.



#### **4. Regular Reports:**

- 4.1 Year End Report for Council: provided to Council for information.
- 4.2 Council Orientation – Tanya will attend the Orientation on Dec. 15<sup>th</sup> to speak to Council. Graham and Connie will also attend.

#### **5. Committee Training:**

- 5.1 Staff Training – book Part 1 Sara and Kevin in New Year  
Staff Training – Part 2 here February 25 & 26– Sara McDougall and Kathryn Ironmonger
- 5.2 Dan Ferguson – April dates – 3 to choose from: April 10, 17 & 24, 2015, here. Info will be sent out for registration. Mandatory training.
- 5.3 Staff Training on policies: putting package together, will give to supervisors as noted above.

#### **6. New Business:**

- 6.1 WSIB Injury Reports: Our forms should be used first. The committee should receive copies of WSIB reports. Near misses should be reported also. Forms must be easily available.
- 6.2 Safety Groups – Graham and Connie to join. Lots of work but our committee is at a stage where it will be helpful.
- 6.3 Heat in Root Cellar.
- 6.4 Spur of the moment training will take place when the opportunity arises.
- 6.5 Everyone is responsible for Health and Safety, not just the committee.

#### **7. Correspondence:**

- 7.1 PSHSA eConsulting now available online.
- 7.2 Letter received. Legal consultation requested.

**Next Meeting:        January 14th at 2:00 PM – Council Chambers**

**Town of Erin  
Joint Health and Safety Committee Meeting  
Wed. January 14th, 2015  
Root Conference Room  
2:00 p.m.**

**Meeting Notes**

<b>Present:</b>	Kathryn Ironmonger Graham Smith Terry Wheeler Sara McDougall Kevin Watson Larry Van Wyck Connie Cox	CAO/Town Manager Recreation ECC Hillsburgh Arena Operator Compliance Administrator/Water Roads Operator Road Superintendent Administrative Assistant
<b>Absent:</b>	Jeff Haw Joe Babin	Recreation Dept. Operator Interim Water Superintendent

**1. Approval of minutes:**

Moved by Graham Smith

Seconded by Kathryn Ironmonger

That the December 17<sup>th</sup>, 2014 meeting notes/minutes are approved as amended.

Carried.

**2. Additions to Agenda:**

**3. Business Brought Forward:**

- 3.1 JH&S Committee – reprisal clause for info only – received. Clarification provided by Tanya Morose of PSHSA. At the Council Orientation, it was noted that the committee approve Joint Health and Safety policies, then forward them to Council to adopt them. The committee then reviews them periodically and recommends changes if necessary and brings them back to Council.
- 3.2 Updating Harassment and Violence Policy – to include direction if a complaint arises about the CAO – who to forward it to. Should also review risk assessment for violence and harassment in the workplace. This activity needs to be completed by all departments then compiled in appendixes.
- 3.3 WSIB Injury Reports: The committee should receive copies of WSIB reports. Near misses should be reported also. Forms must be easily available. The committee will ask for copies of the Form 7's that have been filled out so that we can track injuries in order to prevent them if there is a pattern.

#### 4. Regular Reports:

- 4.1 2014 Meeting Notes provided to Council on Jan. 20<sup>th</sup> Council agenda.
- 4.2 JH&S Policies to Council on Feb.17th afternoon meeting agenda. Council to adopt the policies that have been approved by the Committee. Once the policies have been adopted, there will be staff training on the policies. Copies will be provided to Dept. Heads for their staff.
- 4.3 Safety Group: Graham and Connie have registered for this. First meeting in Hamilton on Monday January 26<sup>th</sup>. Copy of Safety Group Program available. Anyone can attend the meetings or sit in on the webinars but in order to receive the possible premium reduction, registrants must attend 3 of the 4 sessions and complete the assignments. The committee will assist with the work to be completed.

The related info and link is as follows: The **2015 Safety Group Common Element** is: B.1 Roles and Responsibilities For All Workplace Parties

The link to the '**Safety Group Program Employers Guidelines 4<sup>th</sup> Edition**' is

[http://www.google.ca/url?sa=t&rct=j&q=&esrc=s&frm=1&source=web&cd=3&ved=0CDcQFjAC&url=http%3A%2F%2Fwww.wsib.on.ca%2Fcs%2Fidcplg%3FidcService%3DGET\\_FILE%26DocName%3DWSIB012554%26RevisionSelectionMethod%3DLatestReleased&ei=xRFuVJC2FYv8yQTrnIKgDw&usq=AFQjCNEab-M9SJF7Xg6toYQNxfjuFJB8Jg&bvm=bv.80120444,d.aWw](http://www.google.ca/url?sa=t&rct=j&q=&esrc=s&frm=1&source=web&cd=3&ved=0CDcQFjAC&url=http%3A%2F%2Fwww.wsib.on.ca%2Fcs%2Fidcplg%3FidcService%3DGET_FILE%26DocName%3DWSIB012554%26RevisionSelectionMethod%3DLatestReleased&ei=xRFuVJC2FYv8yQTrnIKgDw&usq=AFQjCNEab-M9SJF7Xg6toYQNxfjuFJB8Jg&bvm=bv.80120444,d.aWw). For additional information, please visit the safety group website at: <http://pshsa.ca/safety-groups/>.

#### 5. Committee Training required:

- 5.1 Part 1 – Kevin Watson, Sara McDougall, Dates and locations available – attached. Sara to check her availability and book the Feb. 3,4,5 session in Kitchener if it works with her schedule. Keep checking dates later for Kevin that works with his schedule.  
  
Part 2 – Kathryn Ironmonger, Sara McDougall booked for Feb. 25/26, 2015.
- 5.2 First Aid Training here – Dan Ferguson – April 10, 17, & 24 – sign up forms coming soon. Mandatory training, several choices provided to accommodate staff.
- 5.3 Organize training in April every year. Training matrix should be updated. Areas to look at are Accessibility, WHMIS, confined spaces, traffic control, trenching etc. What is mandatory? What is minimum requirement? Make use of Montie training available as time permits.
- 5.4 New Employee Orientation package – must ensure all mandatory training completed. First day could be used for orientation and training.

## 6. New Business:

6.1. 2015 Meeting Dates all at 2 PM in the Root Cellar unless specified differently:

Jan. 14	Feb. 11	Mar. 11
Apr. 08	May 13	June 10
July 08	Aug. 12	Sept. 16
Oct. 14	Nov. 18	Dec. 16 at 12:30 PM

6.2 Internal JH&S Monthly Inspections – discussion whether inspections should be interchanged, tag teamed or rotated. Items found and reported must be dealt with in order to prevent issues or worse. Inspections could coincide with monthly meetings. Concerns noted about the large storage room under Council Chambers, seems to be a dumping ground for all Depts. Major project to organize it.

6.3 New Non-Smoking Legislation: New Provincial Legislation prohibits smoking in public parks, sports fields, playgrounds etc. Enforcement to be done by OPP and Health Unit, not rec staff or MLEO. Review our by-law.

## 7. Correspondence:

7.1 Red Cross First Aid Training information received and filed.

**Next Meeting: February 11 at 2:00 PM – Root Cellar**

**Town of Erin  
Joint Health and Safety Committee Meeting  
Wed. February 18th, 2015 - from Feb. 11  
Root Conference Room  
2:00 p.m.**

**Meeting Notes**

<b>Present:</b>	Kathryn Ironmonger	CAO/Town Manager
	Graham Smith	Recreation ECC
	Jeff Haw	Recreation Dept. Operator
	Terry Wheeler	Hillsburgh Arena Operator
	Kevin Watson	Roads Operator
	Connie Cox	Administrative Assistant

<b>Absent:</b>	Sara McDougall	Compliance Administrator/Water
	Larry Van Wyck	Road Superintendent
	Joe Babin	Interim Water Superintendent

**1. Approval of minutes:**

Moved by Graham Smith

Seconded by Kathryn Ironmonger

That the January 14, 2014 meeting notes/minutes are approved as amended.

Carried.

**2. Additions to Agenda:**

**3. Business Brought Forward:**

3.1 February 3<sup>rd</sup> JH&S Policies Report to Council, copy of resolution attached. Policies were accepted by Council. We must train the Fire Dept. as they are under the same WSIB number. We will provide the Chief with the policies and he will do the training and provide proof of the training. Training to be provided for Council also.

3.2 Safety Group Assignment, Connie and Graham attended the first meeting. The Town could receive a refund when completed. A copy of our initial assessment was attached and reviewed. Our list of 5 is as follows:

- Roles & Responsibilities
- Health and Safety Policy Statement
- Incident investigation including near misses
- Return to Work – self assessment
- WHMIS Policy
- have samples and documents for reference
- rough draft to committee
- then to council to be passed
- then training, checks and balances

- evaluation of training by random quizzes

Harassment in the Workplace: Kathryn sent around the policy, did not receive much response. Need to review the policy. Tanya can assist with this.

Annual Training should be done. Set aside 2-3 mornings in October, mandatory.

Assessments at the time, changes can come up

Prioritize training.

### 3.3 Certification training ASAP.

## 4. **Reports:**

- 4.1 MOL Field Visit Report to Town of Erin Water Shop at 1 Shamrock Rd. – went well.

## 5. **Committee Training:**

- 5.1 Part 1 –Sara McDougall and Kevin Watson – must find dates that work  
Part 2 – Kathryn Ironmonger, Sara McDougall – must find dates that work.
- 5.2 First Aid Training – Dan Ferguson – April 10, 17, & 24 Email sent to all staff, responses coming in. Check with HCC for space for these dates.
- 5.3 Policy binders in the works, more info being added. Training in October.

## 6. **New Business:**

- 6.1 AED's from Heart and Stroke, for Hillsburgh Arena and Barbour Field – with outdoor access at the park. Free training with each unit, but must be 10 students.
  - Graham applied for new ones, could relocate the older ones. Graham assisted the Tennis Club with their application.
- 6.2 Certified Ice Technician training, Terry and Graham this year. Brandi and Mike next year. Signed up for ice plant training as well. Dangerous chemicals, safe procedures – plant operation. Thursday March 26<sup>th</sup>, full day training in Mississauga. CAO and Council invited. Must have properly trained staff.
- 6.3 Inspections of Other Facilities: monthly inspections

Next meeting, bring sample of your workplace inspection sheet. Make it fit to the facility. Connie can assist Kevin by providing blank forms for samples.

- 6.4 Harassment Policy – who to go to if problem with CAO? Add section to existing policy. Investigation to take place by CAO?
- 6.5 Supervisor Training to be provided to Council. Tack on end of legal counsel meeting? Council to be invited to all training.
- 6.6 Safety Group will make our policies stronger. Next meeting go through policies, mandate and checklist.

### **7. Correspondence:**

- 7.1 Pocket Ontario OH&S Act & Regulations – Little green books ordered.
- 7.2 Next Waterloo Wellington Networking Mtg – April 23<sup>rd</sup> for info only.

**Next Meeting:** Wednesday March 11, 2015

**Town of Erin  
Joint Health and Safety Committee Meeting  
Wed. March 18, 2015 - from March 11  
Root Conference Room  
2:00 p.m.**

**Meeting Notes**

<b>Present:</b>	Graham Smith Sara McDougall Larry Van Wyck Jeff Haw Terry Wheeler Kevin Watson Connie Cox	Recreation ECC Compliance Administrator/Water Road Superintendent Recreation Dept. Operator Hillsburgh Arena Operator Roads Operator Administrative Assistant
<b>Absent:</b>	Kathryn Ironmonger Joe Babin	CAO/Town Manager Interim Water Superintendent

**1. Approval of minutes:**

Moved by Jeff Haw

Seconded by Kevin Watson

That the February 18, 2014 meeting notes/minutes are approved as amended.

Carried.

3.1 Clarification regarding the Fire Department. We must provide our JH&S policies to them and ensure they are provided with training.

- 2. Additions to Agenda:** ECC inspection report  
HCC inspection report  
Early & Safe Return to Work

**3. Business Brought Forward:**

3.1 Safety Group:

- Health and Safety Policy Statement – meets all guidelines, train, assess, revise, resign
- Roles and Responsibilities – review and train
- Incident investigation including near misses, copy and paste
- Return to Work – self assessment, copy and paste
- WHMIS Policy – review, revise, next meeting

Also include CAO in Violence and Harassment Policy

3.3 Green Books ordered.



#### 4. **Reports:**

- 4.1 MOH Field Visit Report to ECC & HCC – complied  
TSSA – two orders:
  - Water in the elevator pit at ECC – time of year
  - Drywall in elevator shaft slight repairs required
- 4.2 Facility Inspections: make sure Emergency Exits are clear and first aid kits up to date.

#### 5. **Committee Training:**

- 5.1 Part 1 –Sara McDougall and Kevin Watson – book Kevin for Kitchener  
  
Part 2 – Kathryn Ironmonger, Sara McDougall – still looking for dates that work.
- 5.2 First Aid Training – Dan Ferguson – April 10, 17, & 24 Email sent to all staff, responses coming in. HCC booked for this training.
- 5.3 Policy binders in the works, more info being added. Training in October.
- 5.4 ORFA Training – Jeff Haw, Terry Wheeler, Graham Smith and Kathryn Ironmonger to attend.
- 5.5 CIT Recertification – Terry Wheeler and Graham to attend

#### 6. **New Business:**

- 6.1 Certified Ice Technician training, Terry and Graham this year. Brandi and Mike next year. Signed up for ice plant training as well. Dangerous chemicals, safe procedures – plant operation. Thursday March 26<sup>th</sup>, full day training in Mississauga. CAO and Council invited. Must have properly trained staff.
- 6.2 Inspections of Other Facilities: samples of monthly facility inspections provided. Must keep emergency exits clear. First aid kits must be up to date.
- 6.3 Harassment Policy – who to go to if problem with CAO? Add section to existing policy. Investigation to take place by CAO or lawyer if complain against CAO
- 6.4 Supervisor Training to be provided to Council. Tack on end of legal counsel meeting. Council to be invited to all training.
- 6.5 Safety Group will make our policies stronger. Next meeting go through policies, mandate and checklist.

#### 7. **Correspondence:**

- 7.1 Pocket Ontario OH&S Act & Regulations – Little green books ordered.
- 7.2 Next Waterloo Wellington Networking Mtg – April 23<sup>rd</sup> for info only.

**Next Meeting:** Wednesday April 15, 2015

**Town of Erin  
Joint Health and Safety Committee Meeting  
Wed. April 15, 2015  
Root Conference Room  
2:00 p.m.**

**Meeting Notes**

<b>Present:</b>	Graham Smith Sara McDougall Larry Van Wyck Jeff Haw Terry Wheeler Connie Cox	Recreation ECC Compliance Administrator/Water Road Superintendent Recreation Dept. Operator Hillsburgh Arena Operator Administrative Assistant
<b>Absent:</b>	Kathryn Ironmonger Joe Babin Kevin Watson	CAO/Town Manager Interim Water Superintendent Roads Operator

**1. Approval of minutes:**

Moved by Jeff Haw

Seconded by Graham Smith

That the March 18, 2014 meeting notes/minutes are approved as amended.

Carried.

WHMIS workplace specific:

Volunteers	-	yes
Co-op	-	yes
Community Service	-	no

**2. Business Brought Forward:**

2.1 Safety Group:

- Webinar – 2 hrs. in length. It was recorded so that Connie can view it at a later date. Graham watched it. It raised more questions. At first thought it is a lot more work. But just assessment, may not have a policy for return to work, element only. Incident Report – near misses incl. review and get in place. Good webinar.

2.2 Green Books distributed.

2.3 Review Harassment Policy and refresher...issue, worker course of action, address this if CAO involved, go to Mayor? Fair open process.

**3. Reports:**

3.1 MOH – issues with minors using cigarette machines

- 3.2 ORFA training – it came out that MOH and Public Health and not the same in every municipality. WGDHU – we are inspected regularly, they enforce Smoke Free Ontario.  
ORFA would have been an eye opener for the CAO. Safe Refrigeration Plan Operation – full day. Well worth it. Couple postings from TSSA – safety notices, spend time with staff to tell them what they must not do.  
A lot of young workers are injured.  
Hire people with training, do not train after you hire them.  
Making sure Walkerton doesn't happen in arenas.
- 3.3. CIT Recertification – Terry Wheeler and Graham attended. Worth while.
- 3.4 Centre 2000 has another AED confirmed for HCC. Includes training. Needed at Tennis Club and Barbour Field.  
Pads and Batteries have a “best before” date. EMS look after these.

#### 4. **Committee Training:**

- 4.1 Part 1 – Kevin Watson – April not available. Look into next dates.  
  
Part 2 – Kathryn Ironmonger, Sara McDougall – Sara looking into online training.
- 4.2 First Aid Training – Dan Ferguson – April 10, 17, & 24 almost everyone has signed up. Some training completed already.  
Street numbers needed for Town owned Facilities ie: parks, storm water management ponds etc.  
Contractors' Package needed with important numbers.
- 4.3 Heights Training: 7 approved agencies in Ontario  
Training to be completed by April 1<sup>st</sup>, 2017. PSHSA putting in a proposal to become a certified trainer.  
Only rent lifts if operator has certification  
Will send everyone to specific lift training from rental company  
Need working @ heights training. Rental agencies will jump on the training.  
Tanya sent Graham info. Right now concentrating on construction work only, will add industrial – which is us.
- 4.4 Training Matrix
- Good record keeping
  - Best practices
  - Hazards
  - Each dept. based differently
  - Some overlap
  - Look at who does what
  - Identify commonalities
- 4.5 Part 2 being offered in Kitchener: June 10/11 or Sept. 15/16

Part 1 being offered in Kitchener: July 13/14/15  
Holiday Inn at Fairview Mall – will confirm location

**5. *New Business:***

- 5.1 Municipal Networking Group
  - Starting up
  - Focus on municipalities
  - Focus on JH&S
  
- 5.2 Safety TV information
  - Graham took webinar
  - Offer same as Montie
  - Checking out if same or if Montie can do this
  - Can upload our policies
  - Monitor, remind and tally, certificate and report
  - Provides percentage of test
  - Costs associated
  - Can roll over unused sessions
  - Gives background
  - Helps with staff training
  - Look at Learning Management Systems

**6. *Correspondence:***

- 6.1 Health and Safety for Managers and Supervisors – May 28 & 29 in Stratford, County of Perth

**Next Meeting:** Wednesday May 13, 2015

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

Minutes of Meeting

Monday, May 25, 2015, 7:40 p.m.

Council Chambers

1. Call to Order by Chairperson Jamie Cheyne. Committee members present: Margaret Barnstaple, Jeff Duncan. Regrets: John Gainor, Paul Lewis and Bob Wilson.
2. Declaration of Pecuniary Interest. None
3. Approval of Minutes. Moved by Jeff and seconded by Donna to accept the minutes of April 20th, 2015. Carried.
4. Introduction of Guests. Phil Gravelle and Donna Revell visited.
5. Business arising from minutes
  - 5.1 Stanley Park Arch. County and Town are in formal process to define ownership and go ahead with designation. Jeff will follow up.
  - 5.2 Inventory Evaluation- postponed until next meeting. Unfortunately the Leitch Fuels barn/storage warehouse burned down on May 10, 2015 in downtown Erin. This should be noted on our inventory. Please check the January 2015 agenda for information you may have on those properties listed. Jamie will also review listings and ask that a CD be done for our members of the properties on sideroads.
  - 5.3 Erin Trails Brochure. Jeff joined Phil on a walk downtown to identify places of interest. They identified about 10 places on each side of the Main Street beginning at the Founding of Erin plaque all the way to Spring Street and back to the Cenotaph and Devonshire House which was built by McMillan brothers, a walk which would take about an hour. Phil has already drawn up a sample of a flyer to be done in colour. On the front would be the Town logo, title and a photo. On the back was 1 panel of text, a map from Hwy #124 up to Cataract Trail. In the inside were blocks to add a sentence or 2 of text to describe places of interest on each side of the street, with photos on the bottom. We can also include info on an app, audio or link to a website. Next phase: 1) Jeff will contact our Economic Development Dept. or the County to see if they could print it for us - maybe 200 copies. 2) Phil will create text from info: Tim Inkster provided originally for the heritage signs in downtown premises and bring this brochure back to June meeting for advice/approval as it would be good to have it done for summertime. Jeff will check on the TEHC budget allowance for 2015.
  - 5.4 World War I Information Event. Phil Gravelle was invited at the last meeting to make a presentation, since he has access to newspaper articles of the early WWI years. He has kindly consented to do so. Date chosen will be Thursday evening, October 29th, 2015 in the Council Chambers. People could bring in items relating to WWI for display as well. Donna will check the deadline for listing it in the Wellington County Historical Society newsletter. Jamie will do a write-up. Resolution: Moved by Jeff and seconded by Jamie that the TEHC would like to retain the services of Phil Gravelle for the talk at \$300. Carried.

5.5 Donna obtained the name of the teacher, Peter Wilson, to ask high school student(s) who are looking for the community service hours to map out the old school sites and cemeteries. Phil said there's a list of 69 places the Town cuts grass that would be very useful.

5.6 New Members. Council is still in the process of working on an ad and approving a new member.

6. New Business.

6.1 Canada 150 Program. Jamie reviewed a federal program for infrastructure grants. The website is following. <http://www.pm.gc.ca/eng/news/2015/05/15/canada-150-community-infrastructure-program>. Please check it out for next meeting, and maybe we can come up with some ideas for funding things. No deadline, and no funding minimum or maximums are noted.

6.2 Heritage Evaluation. For one of the proposed sites for the Hillsburgh library, the old Tack Shop downtown was being considered. Jeff brought in photos of when this site was a gas station. However, the Mayor and Pierre Brianceau have asked the County that the library discussion be postponed until fall.

7. Correspondence.

The Wellington County Historical Society newsletter was available for review.

8. Next meeting Monday, June 15th at 7:30 p.m. Please mark your calendars! Meeting adjourned at 9:40p.m.

*Adopted as read*

*May 15, 2015*

*J. Hume*



## *Wellington County Municipal Economic Development Group*

Minutes  
 WWCFDC Boardroom,  
 Practitioners Meeting  
 May 5<sup>th</sup>, 2015  
 9:30 a.m.

### **Present:**

John Brennan (Town of Erin), Bob Cheetham (Erin Economic Development Co-ordinator), Crystal Ellis (Mapleton Township), Janet Harrop (WFA), Mandy Jones (County of Wellington), Fred Lehmann (Senior Communications Officer, County of Wellington), Robyn Mulder (County of Wellington), Kelly Patzer (Township of Puslinch), Jana Reichert (County of Wellington), Jane Shaw (WWCFDC), Carol Simpson (WFPB), Dale Small (Township of Wellington North), Christine Veit (Safe Communities), Belinda Wick-Graham (Town of Minto), Scott Williams (GWBEC), Scott Wilson (County of Wellington)

### **Regrets:**

Rose Austin (Saugeen Economic Development), Chantal La Duke (SEDC), Brad Dixon (GRCA), Alex Goss (LIP), Mark Granger (Ontario Works Employment Specialist), Gerry Horst (OMAF), April Marshall (Township of Wellington North), Patricia Rutter (Economic Development Officer, Centre Wellington), Steve Smith (MEDEI/MRI), Kim Wingrove (CAO, Township of Guelph/Eramosa), Chris White (Mayor, Township of Guelph/Eramosa)

#### **1. Approval of Agenda**

Motion to approve agenda as written.

**Moved by Belinda Wick-Graham, seconded by Mandy Jones**

**Carried**

#### **2. Declaration of Pecuniary Interest**

None declared.

#### **3. Approval of Minutes**

Motion to approve the minutes from the meeting held April 7<sup>th</sup> written.

**Moved by Dale Small, seconded by Crystal Ellis**

**Carried**



- 4. Teleconference:** Dean Fiacco, Business Development Manager, Industry Research  
The Group received details regarding Industry Research and information provided from IBISWorld. Dean shared the data sources available as well as the layouts of specific reports for the area, focusing on the trends and projections for the future. The information was well received from the Group with many questions, specifically to determine if the services would be relevant for each municipality.
- 5. Job Portal Progress – liveandwork.com**  
Belinda and Dale provided a brief follow up to the Group on the liveandwork.com job portal. Both municipalities, Town of Minto and Township of Wellington North, have launched the portal. Currently the portal lists 15 jobs, 20 properties (owned/rent) on the Wellington North site. The Township of Wellington North will include the job portal in the 2015 BR&E budget, as will The Town of Erin, which is having a preliminary launch at the upcoming Mayors breakfast. The feedback from the portal has been positive for Minto. Other municipalities will review the portal over the next few months and will determine whether they will purchase the product. The portal should then be brought under one County umbrella and be promoted as such as well as on the County page of the Wellington Advertiser once the hiccups have been fixed.
- 6. RTO 4 Bike Proposal**  
RTO 4 is currently developing cycle routes in the area and is searching for partners interested in paying half of the project cost which totals \$58,500. Further information will provided to the Group at a later time.
- 7. Presentation: WFPB Job Demand Tool**  
Sadly there is no plan for WFPB from the government for the future (Carol will provide an update at the June meeting to the Group).  
The WFPB Job Demand Report has been purchased in the past for \$1500 per year, by community, by the WFPB. To purchase the full report, which includes jobs posted by employers hiring and what they are hiring for by industry, occupation, permanent, part-time, temporary, wages, and etc. the cost would increase to \$3000 per year. The Group believes this tool is an asset to their community and agrees to pay the fee of \$500 to offset the cost of \$3000.
- 8. Roundtable/Other Business**
- Centre Wellington:**
- No update
- County:**
- Global Talent Attraction – A Welcome Letter from the Mayors and the Warden were distributed as well as phone calls have been started to meet with employers.
  - Sector profiles are at the printers and should be back by May 8<sup>th</sup>.
  - The Festivals & Events guide will be available at the municipal offices on May 20<sup>th</sup>.

- Palmerston Library has started their renovation and Hillsburgh will be the next library project
- Mapleton will be receiving the next round a bout.

**OMAF:**

- No update

**GBEC:**

- Summer company applications are available until the middle of May
- Starter company program will be continuing for an additional 2 years

**Mapleton:**

- Palmerston high school will be the host for the upcoming Job Fair on May 13<sup>th</sup>
- The Cultural Plan will be presented to council soon.
- Crystal will be attending the upcoming Cultural Event in Barrie
- Safe Kids Day at The Palmerston Arena on May 7<sup>th</sup>

**Minto:**

- On May 8<sup>th</sup> the Alumni will be launched.
- Launch-It has new vendors
- Pitch-It has 5 finalists, which are brand new businesses in the Minto area
- Farmers Markets will be opening in June

**Erin:**

- The Mayors Breakfast will be held on May 6<sup>th</sup>, which is when the job portal will be introduced
- Mark your calendar for the upcoming tradeshow on September 26<sup>th</sup>
- The newly developed Economic Development Committee is working on the 4 year action plan

**Wellington North:**

- Farmers Market will start on May 8<sup>th</sup>.
- Renew Northern Wellington Arts and Business Association includes Mapleton, Minto and Wellington North as part of the renew project.

**Puslinch:**

- Aqua Marine Technologies has started a fish production in the quarry
- Aberfoyle Antique Market has opened

**WFPB:**

- Changing operation mode to be flexible with government decision
- Lease up at end of May and will possibly move in with a partner

**WFA:**

- Will be discussing the sharing the roads rules for large equipment and licensed vehicles at the next meeting
- The WFA is involved with the development of round-a-bouts as some are unsafe for larger equipment
- The Grand Opening for the new Livestock and Research Centre will be held on May 28<sup>th</sup>

**Safe Communities:**

- Safe kids week – bicycle safety this year
- Christine will be in attendance at the Fergus Home Show

Next meeting is scheduled for **June 2<sup>nd</sup>, 2015**, with elective officials, in the WWCFDC Boardroom for at 9:30am.

Meeting adjourned at 11:40am

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Jana Reichert, Chair

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Jane Shaw, Recording Secretary



Municipality of Tweed

# Disaster Relief Committee

255 Metcalf St., Postal Bag 729  
Tweed, ON K0K 3J0  
(613) 478-2535

RECEIVED

JUN 30 2015

TOWN OF ERIN

June 10, 2015

Dear Members of Council

In April 2014, serious flooding around Stoco Lake and adjoining waterways resulted in thousands of dollars' worth of damage to local homeowners and businesses. The destructive waters forced residents to temporary shelters and many were faced with major renovations once they were able to return.

At the request of the Municipality of Tweed, the Ministry of Municipal Affairs and Housing declared the region a "Disaster Area" for the purpose of the Ontario Disaster Relief Assistance Program. Under ODRAP, the province will top up funds raised to the amount that is needed to pay eligible claims at 90 per cent up to a maximum of 2:\$1 ratio.

A volunteer committee has been set up to spearhead the local fundraising effort. A tentative target of \$40,000 has been set to provide assistance to homeowners whose essential property has been damaged in the flood.

The Tweed area is predominately rural in nature and is not densely populated. For that reason, we know that the \$40,000 goal is a challenge but one we are confident in reaching. Our fundraising campaign recently began and results are encouraging. For your information, I am enclosing a copy of our brochure.

On behalf of the Tweed Disaster Relief Committee, I am asking municipal councils across the province to support our fundraising efforts by making a donation to this worthy cause. Contributions in any amount will be gratefully accepted.

Cheques should be made out to; Tweed Disaster Relief Committee and mailed to the Municipality of Tweed, 225 Metcalfe Street, Tweed On K0K 3J0.

If you require additional information, please contact Betty Gallagher, Municipality of Tweed, at (613) 478-2535.

With our sincere thanks,

Shelly Reed,

Chairperson, Tweed Disaster Relief Committee

# THE CORPORATION OF THE TOWN OF ERIN

## BY-LAW NO. 15-29

A by-law to amend the Zoning By-law 07/67, as amended, for the Corporation of the Town of Erin – 5885 Eighth Line, Part Lot 24, 25 & 26, Concession 9, Town of Erin – Loupen Investments Ltd.

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 the following lands

A-138  
By-law 15-29  
Loupen Investments Ltd., 5885 Eighth Line  
Part Lots 24, 25 & 26, Concession 9

from Agricultural (A) to **AGRICULTURAL SITE SPECIFIC (A-138)**, as shown with hatching on Schedule "A" of this By-law.

2. 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.
3. 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 July 13, 2015

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Mayor, Allan Alls

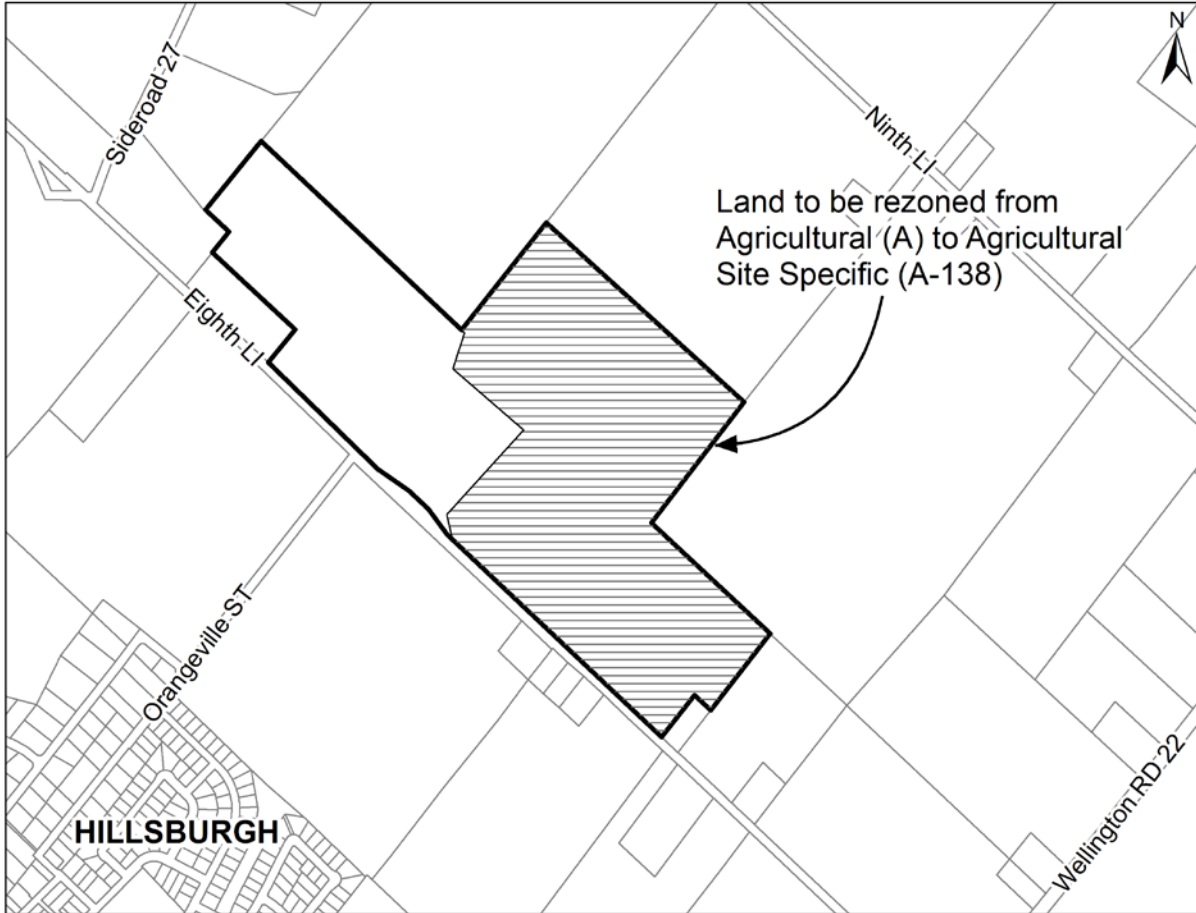
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Clerk, Dina Lundy

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW NO. 15-29

SCHEDULE " A "



\_\_\_\_\_  
Mayor, Allan Alls

\_\_\_\_\_  
Clerk, Dina Lundy

## THE CORPORATION OF THE TOWN OF ERIN

### EXPLANATION OF BY-LAW NO. 15-29

By-law Number 15-29 amends the Town of Erin Zoning By-law 07-67 by rezoning Part of Lots 24, 25 & 26, Concession 9, from Agricultural (A) to AGRICULTURAL SITE SPECIFIC (A-138), as shown on Schedule "A" of this By-law.

This agricultural property has been the subject of an application to sever a 22 ha (54 ac) surplus farm dwelling parcel with an existing house, garage, shed and two barns, leaving a vacant 45 ha (111 ac) agricultural parcel to be retained. This rezoning would satisfy a condition of severance B101/14, which was provisionally approved by the County Land Division Committee January 15, 2015. The purpose of this Zoning By-law amendment is to prohibit future residential development on the agricultural portion of the property.