



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

**October 18, 2016**

**6:30 PM**

**Municipal Council Chamber**

Pages

1. **Call to Order**
2. **Approval of Agenda**
3. **Declaration Pecuniary Interest**
4. **Public Meetings**
  - 4.1 Zoning Amendment Z16-05 - 5182 Trafalgar Rd 1 - 3
5. **Community Announcements**
6. **Adoption of Minutes** 4 - 11
  - October 4, 2016 - Regular Council Meeting
7. **Business Arising from the Minutes**
8. **Delegations/Petitions/Presentations**
  - 8.1 Anna Spiteri - Sustainable Growth and Development Plan 12
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9. **Reports**
  - 9.1 Administration
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<b>10.</b>	<b>New Business</b>	
10.1	Blackport Hydrogeology Inc - Review of Neslte Waters Canada 2015 Annual Monitoring Report	59 - 60
10.2	Clarification of resolution for Canada 150 fund	
<b>11.</b>	<b>Correspondence</b>	
11.1	Activity List	61 - 62
11.2	Conservation Authorities Agendas and Minutes Grand River Conservation Authority: <a href="http://www.grandriver.ca/index/document.cfm?Sec=13&amp; Sub1=71">http://www.grandriver.ca/index/document.cfm?Sec=13&amp; Sub1=71</a>  Credit Valley Conservation Authority: <a href="http://www.creditvalleyca.ca/about-cvc/board-of-directors/board-meetings/">http://www.creditvalleyca.ca/about-cvc/board-of-directors/board-meetings/</a>	
11.3	Ministry of Natural Resources and Forestry - Conservation Authorities Act Review	63
11.4	Wellington County - Parking By-Law Amendment	64 - 73
11.5	Pauline Follett - Hillsburgh Pond request	74 - 75
11.6	Ainley - Wastewater EA - September 2016 Progress Report	76 - 77
11.7	Association of Municipalities Ontario - Requesting support resolution on Closing the Fiscal Gap	78 - 79
<b>12.</b>	<b>Closed Session</b>	
	Matters under the following exemptions in the Municipal Act S. 239 (2) :	
	(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (HR Matter)	
<b>13.</b>	<b>Return from Closed Session</b>	
13.1	Motion to Reconvene	

13.2 Report Out

**14. By-Laws**

80 - 86

Parking

Appointments to Enforce Parking By-Law

Authorize Issuance of Debentures

Confirming

**15. Notice of Motion**

**16. Adjournment**



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

Prepared by the County of Wellington Planning and Development Department

**DATE:** October 18, 2016  
**TO:** Derek McCaughan, Interim CAO  
 Town of Erin  
**FROM:** Elizabeth Martelluzzi, Junior Planner and Sarah Wilhelm, Senior Planner  
 County of Wellington  
**SUBJECT:** **PUBLIC MEETING (Desmond)**  
**Zoning By-law Amendment (Z16-05)**  
**To permit a garden suite**  
**5182 Trafalgar Road (Part Lot 8, Concession 7), Town of Erin**

### **SUMMARY**

This proposal is to amend the Zoning By-law to allow for the temporary use of a garden suite on the subject lands for up to a 20 year time period. This application was deemed complete and a public meeting scheduled for October 18, 2016. The purpose of this report is to provide our preliminary comments concerning the application materials submitted by the applicant and a policy overview.

### **INTRODUCTION**

The property subject to the proposed amendment is legally described as Part Lot 8, Concession 7, with a municipal address of 5182 Trafalgar Road. This 3.99 ha (9.86 ac) property contains a single detached dwelling, barn, and existing garden suite. The current garden suite initially was established by council in 1998 as a temporary use, for a ten-year time period. The use further received 2 three-year extensions, the first from 2008-2011, and the second from 2011-2014. The current temporary use zoning has since expired.

### **PROPOSAL**

The purpose of the proposed zoning by-law amendment is to permit the temporary use of a garden suite on the property for a period of up to 20 years. We note that the Planning Act establishes the allowable maximum temporary timeframe for a garden suite. A 10 year period used to be the maximum, but was increased to 20 years in 2011. Potential extension periods of 3 year terms remain unchanged.

### **PROVINCIAL POLICY STATEMENT**

The Provincial Policy Statement (2014) provides for limited residential development in rural areas of municipalities. According to Section 1.1.5.4 "Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted."

The PPS encourages managing and directing land use to achieve efficient and resilient development and land use patterns. It contains policies to encourage healthy, livable, and safe communities which are sustained by accommodating an appropriate range and mix of residential uses including second units, affordable housing and housing for older persons.

### **PROVINCIAL GREENBELT PLAN**

The property is in the Rural Area of the Protected Countryside and is also subject to the policies of the Natural Heritage System. The subject land contains a significant wooded area which is identified as a Key Natural Heritage feature in the Greenbelt Plan. This feature is well-removed from the proposed garden suite.



## COUNTY OFFICIAL PLAN

The subject property is designated Secondary Agricultural and Greenlands. The Greenlands System designation protects significant woodlands located at the rear of the property.

A **garden suite** is defined in the Plan as “a detached temporary housing unit which meets the Building Code for year-round use and is accessory to the main residence on the same lot. Garden suites are established by temporary use by-laws”.

Section 13.4 authorizes local council to allow the temporary use of land. Council shall have regard for the following:

- The likely duration
- Compatibility
- The adequacy of services
- Access and parking
- Impact assessment
- General conformity with The Plan.
- 

Accessory residential uses, including garden suites, are permitted in the Secondary Agricultural Area designation of the Plan subject to the criteria found in Section 4.4.7 of the Official Plan:

“Subject to Section 13.4 of this Plan a garden suite may be allowed provided it is established near the farm buildings and/or main residence on a property and adequate water supply and sewage disposal systems are available. Local municipalities may enact zoning provisions to address the following matters:

- a) the second unit is located close to the existing residence on the property and is portable so that it can be easily removed when the need for the unit has discontinued;
- b) no additional access shall be provided to the lot from a public road;
- c) adequate screening/buffering where deemed necessary, is provided to minimize the visual impact of the second unit to adjacent properties;
- d) adequate amenity areas are provided for the existing dwelling and the second unit;
- e) the provision of satisfactory site plan which illustrates how items a) to d) above, and any other matters deemed necessary by the municipality have been addressed; and
- f) the establishment of a development agreement between the owner and the municipality to address the installation and removal of the unit, site rehabilitation, listing the occupant(s) of the unit and the period of occupancy, and any other matter deemed necessary by the municipality.”

## TOWN OFFICIAL PLAN

The subject property is designated Secondary Agricultural and Greenlands. The use of lands in the Secondary Agricultural Area designation of the Town of Erin Official Plan shall be guided by the corresponding policies of the County of Wellington Official Plan.

## ZONING BY-LAW

According to Schedule ‘A’ of the Zoning By-law 07-67, the subject property is zoned Agricultural Exception (A-207), which permit a second dwelling until September 2, 2014. A zoning by-law amendment is necessary to establish a temporary garden suite.

The Zoning By-law defines a Garden Suite as: “**Garden Suite** shall mean a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable. A garden suite must be certified by the Canadian Standards Association (CSA) as suitable for year round occupancy.”

The criteria for garden suites are found in Section 4.13 of the Zoning By-law. Our comparison of the criteria and the proposal is found in the table below.

Zoning By-law Criteria		Proposal
4.13.1	Driveway access to both the main dwelling and the garden suite shall be limited to one so that no new entrance from the street shall be created.	<ul style="list-style-type: none"> <li>Meets criterion as no new driveway entrance is proposed</li> </ul>
4.13.2	The siting of a garden suite shall be in accordance with the provisions for accessory uses of subsection 4.1 and shall be located to the rear of the front of the main building.	<ul style="list-style-type: none"> <li><b>Does not meet criterion</b> as the garden suite is proposed to be located in front of the main building</li> </ul>
4.13.3	The maximum floor area of a garden suite shall be 75.0 m <sup>2</sup> .	<ul style="list-style-type: none"> <li><b>Does not meet criterion</b> as the proposed floor area of the garden suite is 88.4 m<sup>2</sup> (952 ft<sup>2</sup>)</li> </ul>
4.13.4	The maximum height of a garden suite shall be one storey and shall not exceed 4.5 metres.	<ul style="list-style-type: none"> <li>The proposed building is one storey</li> <li>Proposed height is 3.0 metres</li> </ul>
4.13.5	No garden suite shall be located closer than 3.0 metres to the main residence on the lot or any building on an abutting property.	<ul style="list-style-type: none"> <li>Meets criterion as the 3.0 m setback has been met</li> </ul>
4.13.6	Only one garden suite may be established per lot.	<ul style="list-style-type: none"> <li>Meets the criterion</li> </ul>
4.13.7	All garden suites shall be provided with adequate water and sewage disposal.	<ul style="list-style-type: none"> <li>Criterion assessed at time of building permit</li> </ul>
4.13.8	All garden suites shall be established as a temporary use as pursuant to Section 39 of the Planning Act, as amended.	<ul style="list-style-type: none"> <li>The applicants have applied for a 20-year temporary use by-law, which is permitted by the Planning Act.</li> </ul>

No site-specific provisions were requested as part of the rezoning application, but would be necessary to provide zoning relief to address the above deficiencies.

#### PUBLIC AND AGENCY COMMENTS

We understand concerns have been expressed by a neighbor, represented by legal counsel.

#### NEXT STEPS

The public meeting for this application is scheduled for October 18, 2016. We will be in attendance at the public meeting to hear the applicant’s presentation and any public comments. Our planning recommendations will be provided following the public meeting and resolution of any outstanding issues.

Respectfully submitted

County of Wellington Planning and Development Department



Sarah Wilhelm, BES, MCIP, RPP  
Senior Planner



Elizabeth Martelluzzi, B.URPI  
Junior Planner



## Minutes of the Regular Town of Erin Council Meeting

October 4, 2016

1:00 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>Absent:</b>	<b>Jeff Duncan</b>	<b>Councillor</b>
<b>Staff Present:</b>	<b>Dina Lundy</b>	<b>Clerk</b>
	<b>Trish Crawford</b>	<b>Clerk's Assistant</b>
	<b>Ursula D'Angelo</b>	<b>Director of Finance</b>
	<b>Larry Wheeler</b>	<b>Financial Analyst</b>
	<b>Robyn Mulder</b>	<b>Economic Development Officer</b>
	<b>Graham Smith</b>	<b>Facility Manager</b>

- 1. Call to Order**  
Mayor Ails called the meeting to order.
- 2. Approval of Agenda**  
**Resolution # 16-382**  
**Moved By** Councillor Brennan  
**Seconded By** Councillor Smith  
**Be it resolved that** the agenda be approved as circulated.

**Carried**

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

- Oct 5 - East Wellington Family Health Team - Information Seminars -  
Take Control, Take Charge Wednesdays to Nov 2
- Oct 5 - East Wellington Family Health Team - Information Seminars –  
Alzheimer Society Long Term Care Series (3 sessions only-Oct 5, 12, 19)
- Oct 5 - Brake Shop Clinic - Leaky Brakes 101
- Oct 6 - East Wellington Family Health Team - Information Seminars –  
Healthy Eating for the Road Warrior and Shift Workers
- Oct 6-10 - Town of Erin Fall Fair Welcome Booth - Erin Fall Fair
- Oct 6 - Dec 3 - East Wellington Family Health Team - Flu Shots Calendar 2016
- Oct 14 - Deadline for the Let's Get Hillsburgh Growing Committee's  
2016 Scarecrow Contest
- Oct 15 - Upper Credit Humane Society - Rabies and Microchip Clinic
- Oct 27 - Heritage Committee is hosting an Open House with displays  
from the Museum and Archives
- Dec 17 - Orangeville Community Band presents "A Community Christmas"  
Concert at Erin Centre 2000

EAS Farmer's Market has closed for the season. See you next year.

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

## 5. Adoption of Minutes

**Resolution # 16-383**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

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

September 13, 2016, Regular Council Meeting

**Carried**

## 6. Business Arising from the Minutes

### 6.1 Nestle Waters Canada Erin Spring Site

**Resolution # 16-384**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receives the *"2014 and 2015 Nestle Waters Canada Erin Spring Site Conclusions and Recommendations"* reports from October 4, 2016;

**And that** staff request a brief review report from Blackport Hydrogeology.

**Carried**

## 7. Reports

### 7.1 Building/Planning/By-Law

#### 7.1.1 Gary Cousins - Monitoring Report - Angelstone

**Resolution # 16-385**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives the Planning Director's report *"Angelstone Farms September 2016 Monitoring Reports"* of October 4, 2016 for information.

**Carried**

#### 7.1.2 Jameson Pickard - Official Plan Amendment No7

**Resolution # 16-386**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the *"Town of Erin Official Plan Amendment No7 - Community Improvement Policy Update"* from October 4, 2016;

**And that** Council will adopt Amendment No7 under by-law during the by-law portion of this meeting.

**Carried**

### 7.2 Recreation

#### 7.2.1 Facilities Manager - Reallocation of Capital Funding

**Resolution # 16-387**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the *Reallocation of Capital Funding – Desuperheater to DDC Based Floating Head Pressure Control System* Report of October 4, 2016;

**And that** Council accept the quote from Cimco Refrigeration in the amount of \$27,915.00 to install a Floating Head Pressure Control System at Centre 2000.

**Carried**

### 7.3 Finance

#### 7.3.1 Deputy Treasurer - Approval of Accounts

**Resolution # 16-388**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the *Deputy Treasurer's Report #2016-10A on "Approval of Accounts"* on October 4<sup>th</sup>, 2016.

**Carried**

### 7.4 Mayor

#### 7.4.1 Mayor's Report

Mayor Alls advised that he attended a meeting on October 3, 2016 regarding the Urban Centre Wastewater Environmental Assessment. A Public Liaison Committee Meeting will be scheduled in the near future as well as a Public Information Centre.

**Resolution # 16-389**

**Moved By** Mayor Alls

**Seconded By** Councillor Smith

**Be it resolved that** Council accepts the Mayor's report for information.

**Carried**

### 7.5 Committees

#### 7.5.1 Erin 150 Committee

**Resolution # 16-390**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby appoints the following members to the Erin 150 Committee:

Donna Revell - LGHG

Karen Smith – Ballinafad Community Centre

Chris Bailey – Erin BIA  
 Mariell Munoz – Public – Ballinafad area  
 Erin Montgomery – Public – Erin  
 Ronia Michael – Radio Correspondent

**Carried**

**7.5.2 Let's Get Hillsburgh Growing - Minutes 08-18-16**

**Resolution # 16-391**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Let's Get Hillsburgh Growing minutes from their August 18th meeting.

**Carried**

**7.5.3 Ballinafad Community Center - Minutes 06-20-16**

**Resolution # 16-392**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Ballinafad Community Centre Minutes from their June 26, 2016 meeting.

**Carried**

**8. New Business**

**8.1 Mayor Alls - Absence of local preference provisions in the Town's Procurement policies**

**Resolution # 16-393**

**Moved By** Mayor Alls

**Seconded By** Councillor Smith

**Whereas** the Council of the Town of Erin deems it desirable to achieve consistency, efficiency and competitiveness in the procurement of goods and services by the Town of Erin;

**And whereas** many in our community have voiced desire to have the Town's Procurement Bylaw give preference to local suppliers and contractors;

**Therefore**, it is hereby resolved that staff report back to Council on means of introducing local purchasing preference in the Town's Procurement Bylaw #05-58 in the first quarter of 2017.

**Carried**

**8.2 Councillor Sammut - Report Request**

Motion withdrawn.

**9. Correspondence****Resolution # 16-394**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council receives correspondence items 9.1 to 9.8 for information

**Carried**

**9.1 Activity List**

Clarification on items:

- #16 and #18 are the same and one will be removed for next meeting.
- There was a typographical error on #4 - it should read Q1 2017.

**9.7 Town of Aurora - Resolution re OMB Reform****Resolution # 16-395**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby supports Town of Aurora's recommendation for OMB Reform that the jurisdiction of the Ontario Municipal Board (OMB) be limited to questions of law or process and, specifically, when considering appeals, that the OMB be required to uphold any planning decisions(s) of municipal councils unless said decision(s) is contrary to the processes and rules set out in legislation.

**Carried**

**9.8 Roy Val - By-law 02-36 amendment suggestion**

Council thanked Mr. Val for his suggestions.

**Resolution # 16-396**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives the letter from Roy Val with respect to amending current By-law 02-36, a by-law to regulate the operation for pits and quarries in the Town of Erin;



**And that** the suggestions be referred to staff for consideration when the By-law is next reviewed.

**Carried**

**10. Closed Session**

**Resolution # 16-397**

**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 1:48 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(b) personal matters about an identifiable individual, including municipal or local board employees; HR Matter

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

**Carried**

**11. Return from Closed Session**

**11.1 Motion to Reconvene**

**Resolution # 16-398**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** the meeting be reconvened at the hour of 2:44 PM.

**Carried**

**11.2 Report Out**

None

**12. By-Laws**

**Resolution # 16-399**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** By-Law numbers 16–57 to 16-58 inclusive, are hereby passed.

**Carried**

**13. Notice of Motion**

None

**14. Adjournment**

**Resolution # 16-400**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the meeting be adjourned at the hour of 2:47 PM.

**Carried**

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

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

**PURPOSE:** To convey residents' dire need for strategic planning and actions in critical areas.

**COUNCIL ACTION REQUESTED:** Detailed discussions (with public input at Public Meetings) and the establishment of a Sustainable Growth and Development Plan as soon as possible. This Plan will provide the guideline for the forward progression of Council directives. This Plan will be an useful tool to garner public support of Council actions.

Mr Mayor and Councillors

Residents of the Town of Erin want Council to be proactive in making our "piece of paradise" enticing for people to work, live and grow their businesses here. The policies, laws and their enforcement should reflect this.

We ask Council to provide the leadership necessary to make that happen. We ask Council to demonstrate the Political Will to make difficult changes for the betterment of ALL residents of the Town of Erin in a timely fashion. We ask for strong Staff leadership in supporting and advising Council on setting its priorities and its undertakings of a multitude of initiatives.

The expensive EA undertaking is a necessary and important piece in our Town of Erin Growth and Development Plan. But it is not and should not be the only piece of consequence. I would like to use the analogy of puzzle making. One focus initially on establishing the frame of the puzzle picture as a guideline to completing the puzzle. This, I refer to as our Town of Erin Strategic Growth and Development Management Plan.

It is time for a series of discussions on the future of the Town of Erin: what we want to be, how much we want to grow, where we want to see growth and how to get there. We want more input into the County strategic Plan as a municipality member. We request Council undertake a sustainability exercise, with public input and come up with a Growth and Development Masterplan which will map out for the Town of Erin a carefully thought-out course of action for our future. This will also be a valuable economic development tool, providing direction for EDO and the EEDC.

There are many on-going issues that will impact on our Growth and Development Plan. Council must make many difficult decisions and commitments in the remainder of its present term of office. We request Council undertake a planning process for a sustainable Strategic Growth and Development Plan as quickly as possible. **Needs and wants should be identified by Council, staff and public.** Yearly priorities should be identified. For example, what would Council identify as the top 3 needs and budget focus for 2017, 2018.

I would appreciate each Councillor's thought on this.

Anna Spiteri, Neighbourhood Connections



# **Hillsburgh Dam and Bridge Class EA**

# Project Update - Post PIC

- Collection and Review of Public/Agency Comments
- Meeting with MNRF, CVC, County and Project Team
- Technical Meeting with MNRF and CVC
- Revise Evaluation of Alternatives based on Agency Comments/Suggestions and Further Evaluation Including:
  - Revision to Scoring Matrix
  - 2 Additional Evaluation Criteria

# Summary of Revised Evaluation of Alternatives

TABLE 1: COMPARISON AND RANKING OF ALTERNATIVES

CRITERIA	Summary of Weighted / Measured Criteria	Weighting	ALTERNATIVE A "Do Nothing"	ALTERNATIVE B Rehabilitate Hillsburgh Dam and;		ALTERNATIVE C Rehabilitate Station Street Bridge and;		ALTERNATIVE D Reconstruct Station Street Bridge and;	
				OPTION 1 Reconstruct Station Street Bridge	OPTION 2 Rehabilitate Station Street Bridge	OPTION 1 Decommission Dam	OPTION 2 Decommission Dam and Construct Offline Pond	OPTION 1 Decommission Dam	OPTION 2 Decommission Dam and Construct Offline Pond
TECHNICAL/FUNCTIONAL ASPECTS									
Total Ranking			-14	10	-4	-6	-6	-3	-3
NATURAL ENVIRONMENT									
Total Ranking			-20	-1	-1	-6	4	-6	4
SOCIAL ENVIRONMENT									
Total Ranking			-11	8	5	-2	1	-2	-2
ECONOMIC ENVIRONMENT									
Total Ranking			-18	-9	-15	9	-3	18	-3
<b>OVERALL RANKING</b>			-63	<b>8</b>	-15	-5	-4	7	-4

# Town's Estimated Capital Costs

ASSOCIATED CAPITAL/REPLACEMENT COSTS							
COST COMPONENT	ALTERNATIVE A "Do Nothing"	ALTERNATIVE B Rehabilitate Hillsburgh Dam and;		ALTERNATIVE C Rehabilitate Station Street Bridge and;		ALTERNATIVE D Reconstruct Station Street Bridge and;	
		OPTION 1 Reconstruct Station Street Bridge	OPTION 2 Rehabilitate Station Street Bridge	OPTION 1 Decommission Dam	OPTION 2 Construct Offline Pond	OPTION 1 Decommission Dam	OPTION 2 Construct Offline Pond
Station Street Road Rehabilitation		\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00
Emergency Dam Decommissioning	\$900,000.00						
Bridge Replacement (Increased Size)	\$850,000.00	\$850,000.00				\$850,000.00	\$850,000.00
Eventual Bridge Replacement (Increased Size)			\$850,000.00	\$850,000.00	\$850,000.00		
Bridge Rehabilitation (Existing Capacity)			\$450,000.00	\$450,000.00	\$450,000.00		
Dam Rehabilitation		\$750,000.00	\$750,000.00				
Mitigation Measures **		\$500,000.00	\$500,000.00				
Dam Decommissioning /Restoration				\$1,285,000.00	\$865,000.00	\$1,285,000.00	\$865,000.00
Eventual Dam Decommissioning /Restoration	\$1,285,000.00	\$1,285,000.00	\$1,285,000.00				
Offline Pond Construction					\$900,000.00		\$900,000.00
SUBTOTAL COST	\$3,035,000.00	\$3,855,000.00	\$4,305,000.00	\$3,055,000.00	\$3,535,000.00	\$2,605,000.00	\$3,085,000.00
<b>TOWN TOTAL COST INCLUDING ENG/CONT/HST</b>	<b>\$1,130,500.00</b>	<b>\$2,753,100.00</b>	<b>\$3,351,600.00</b>	<b>\$2,354,100.00</b>	<b>\$2,354,100.00</b>	<b>\$1,755,600.00</b>	<b>\$1,755,600.00</b>
TOTAL COST INCLUDING ENG/CONT/HST	\$4,036,550.00	\$5,127,150.00	\$5,725,650.00	\$4,063,150.00	\$4,701,550.00	\$3,464,650.00	\$4,103,050.00
TOTAL ROUNDED COST	\$4,036,550.00	\$5,127,150.00	\$5,725,650.00	\$4,063,150.00	\$4,701,550.00	\$3,464,650.00	\$4,103,050.00

**NOTES/ASSUMPTIONS:**

- Above noted capital / replacement costs are preliminary and do not reflect detailed design costs or costs associated with obtaining agency approvals/permits.
- Direct capital cost to the Town of Erin is highlighted in yellow.

# Next Steps

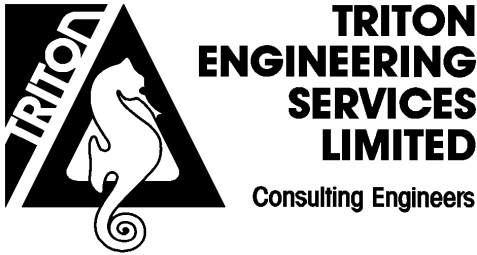
## **To Finalize Class EA**

- Recommend Preferred Alternative and Finalize Project File Report
- Issue Notice of Project Completion – Begin 30 Day Public Review Period

## **Beyond Class EA**

- Establish Budget for Capital Works
- Issue Request for Engineering Proposals
- Commence Detailed Design and Approval Process of Preferred Alternative





## Memorandum

DATE:	October 12, 2016
TO:	Town of Erin
FROM:	Chris Clark/Paul Ziegler
RE:	Hillsburgh Dam and Bridge - Municipal Class EA
FILE:	A4685E

### Work Completed To-Date:

- CMT Engineering Structural Investigation - June 2012
- Dam Emergency Repairs Completed - December 2012
- Collection of Class EA Background Information - June 2014
- T of R and Work Plan to CVC and MNRF for Review – June to Nov 2014
- Meeting #1 – CVC, MNRF, Aboud, Triton and Town – Sept 2014
- Determine Study Area and List of Stakeholders – Oct 2014
- Complete Bridge Cultural Heritage and Archaeological Reports – Nov 2014
- Issue Notice of Study Commencement – Dec 2014
- Release Letter of Consent for Property Access to Perform Field Investigations – Feb 2015
- Commence Natural Heritage Field Studies – March 2015 to Feb 2016
- Complete Dam Cultural Heritage Report – Apr 2015
- Review of Legal Opinion – May 2015
- Commence Compilation of Class EA Project File Report – Jan 2016
- Draft Natural Heritage Report to MNRF and CVC – March 2016
- Public Information Meeting – May 2016
- Review of Public and Agency Comments – July 2016 to Present
- Meeting #2 – Town, County, Triton, Aboud, MNRF, CVC – July 2016
- Technical Meeting #3 – Town, Triton, CVC and MNRF – Aug 2016
- Hydrogeology Technical Memo and Natural Heritage Report Finalized – Oct 2016
- Finalize Evaluation of Alternatives and Address Agency Comments – Sept 2016 to Present

TOWN OF ERIN - HILLSBURGH DAM AND BRIDGE - MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

TABLE 1: COMPARISON AND RANKING OF ALTERNATIVES

CRITERIA	Summary of Weighted / Measured Criteria	Weighting	ALTERNATIVE A "Do Nothing"	ALTERNATIVE B Rehabilitate Hillsburgh Dam and;		ALTERNATIVE C Rehabilitate Station Street Bridge and;		ALTERNATIVE D Reconstruct Station Street Bridge and;	
				OPTION 1 Reconstruct Station Street Bridge	OPTION 2 Rehabilitate Station Street Bridge	OPTION 1 Decommission Dam	OPTION 2 Decommission Dam and Construct Offline Pond	OPTION 1 Decommission Dam	OPTION 2 Decommission Dam and Construct Offline Pond
				TECHNICAL/FUNCTIONAL ASPECTS					
Hydrology and Hydraulics	The impact each alternative has to the hydrology and hydraulics of the river system. The alternative must conform to regulatory standards for a dam with "High Hazard Classification". Bridge should convey the "Regulatory Flood". This is measured through engineering analysis and interpretation.	HIGH	Current Dam and Bridge do not meet hydraulic requirements and risk uncontrolled dam failure in a major storm event. The dam owners are obliged to determine a "long term" solution for the Dam and Bridge.	Dam will be upgraded to meet requirements for dam safety. Bridge will be reconstructed to convey the "Regulatory Flood" event and meet hydraulic requirements. Impacts to upstream and downstream flood levels are negligible.	Dam will be updated to meet requirements for dam safety. Bridge will not convey the "Regulatory Flood" and will not meet hydraulic requirements. Impacts to upstream and downstream flood levels are negligible.	Station Street will not be considered a dam. Upstream flood levels will be reduced. Bridge will be rehabilitated to existing size and hydraulic capacity. Bridge will not convey the "Regulatory Flood" event.	Station Street will not be considered a dam. Upstream flood levels will be reduced. Bridge will be rehabilitated to existing size and hydraulic capacity. Bridge will not convey the "Regulatory Flood" event.	Station Street will not be considered a dam. Bridge will be reconstructed to meet the hydraulic capacity requirements. Bridge will be reconstructed to convey the "Regulatory Flood" event and meet hydraulic requirements. Upstream flood levels will be decreased significantly.	Station Street will not be considered a dam. Bridge will be reconstructed to meet the hydraulic capacity requirements. Bridge will be reconstructed to convey the "Regulatory Flood" event and meet hydraulic requirements. Upstream flood levels will be decreased significantly.
Ranking			-6	6	-6	-3	-3	-3	-3
Sediment Transport	Each alternative has a potential effect on the accumulation and transport of sediment. Sediment accumulation can reduce river system stability.	MED	Eventual dam failure would allow for uncontrolled release of sediment negatively impacting river system stability.	Stop-logs will provide a barrier allowing for sediment accumulation. Dredging and regular pond maintenance will reduce sediment accumulation. However, natural sediment transport within the river system will be restricted.	Stop-logs will provide a barrier allowing for sediment accumulation. Dredging and regular pond maintenance will reduce sediment accumulation. However, natural sediment transport within the river system will be restricted.	Controlled release of sediment downstream may result in short-term impacts to river system stability during dam decommissioning. Sediment monitoring programs and mitigation measures will be implemented. Normal sediment transport will be restored.	Controlled release of sediment downstream may result in short-term impacts to river system stability during dam decommissioning. Sediment monitoring programs and mitigation measures will be implemented. Normal sediment transport will be restored.	Controlled release of sediment downstream may result in short-term impacts to river system stability during dam decommissioning. Sediment monitoring programs and mitigation measures will be implemented. Normal sediment transport will be restored.	Controlled release of sediment downstream may result in short-term impacts to river system stability during dam decommissioning. Sediment monitoring programs and mitigation measures will be implemented. Normal sediment transport will be restored.
Ranking			-4	-2	-2	4	4	4	4
Hydrogeology	The effects each alternative has on the local hydrogeology including water tables and local feature ponds. This is measured through desktop investigations and professional recommendations.	LOW	No impacts to surrounding dug wells in the vicinity of the pond are anticipated. This will not address the current state of the bridge and dam.	Eventual dredging of sediment in pond has the potential to affect water quality of shallow dug wells.	Eventual dredging of sediment in pond has the potential to affect water quality of shallow dug wells.	No impacts to shallow dug wells water quality and quantity in the vicinity of the pond are anticipated under the assumption existing sediment is not being removed.	No impacts to shallow dug wells water quality and quantity in the vicinity of the pond are anticipated under the assumption existing sediment is not being removed.	No impacts to shallow dug wells water quality and quantity in the vicinity of the pond are anticipated under the assumption existing sediment is not being removed.	No impacts to shallow dug wells water quality and quantity in the vicinity of the pond are anticipated under the assumption existing sediment is not being removed.
Ranking			-2	-1	-1	0	0	0	0
Transportation	The effects each alternative has on the operational safety and structural integrity of the dam and bridge. The alternatives must meet design standards for traffic and pedestrian crossing. These are measured through engineering investigations, inspections and assessments.	LOW	Current dam structure does not meet requirements for dam safety. Bridge is experiencing deterioration and does not meet lane or pedestrian design standards requirements which will lead to eventual road closure.	Dam will be upgraded to meet requirements for dam safety. However, Bridge will be reconstructed to allow 2-lane traffic and sidewalk for pedestrian crossing to meet current transportation design standards. Long term risk to traffic still exists with the existence of the dam.	Dam will be updated to meet requirements for dam safety. Bridge will not meet current transportation design standards. Long term risk to traffic still exists with the existence of the dam.	Station Street considered a "local" roadway. Bridge will not meet current transportation design standards. Dam is decommissioned and will not pose a long-term risk to traffic.	Station Street considered a "local" roadway. Bridge will not meet current transportation design standards. Dam is decommissioned and will not pose a long-term risk to traffic.	Station Street considered a "local" roadway. Bridge will be reconstructed to allow for 2-lane traffic and pedestrian crossing to meet current transportation design standards. Dam is decommissioned and will not pose a long-term risk to traffic.	Station Street considered a "local" roadway. Bridge will be reconstructed to allow for 2-lane traffic and pedestrian crossing to meet current transportation design standards. Dam is decommissioned and will not pose a long-term risk to traffic.
Ranking			-2	1	-1	-1	-1	2	2
Feasibility of Construction	The Town is limited to performing any construction of mitigation measures within the Station Street road right-of-way. The stop-log control structure and the Pond are not on Town property. The outcome of the alternative must allow the Town to implement a solution that will reduce their liability caused by owning a dam.	HIGH	Although this Alternative is feasible for the Town, they are obliged under the LRIA to determine a "long term" solution for the Dam.	The earthen berm portion of the dam and the bridge structure is within the Town's road right-of-way and can be rehabilitated to reduce the liability risk of owning a dam.	The earthen berm portion of the dam and the bridge structure is within the Town's road right-of-way and can be rehabilitated to reduce the Town's liability risk of owning a dam.	Decommissioning the dam requires the removal of the stop-log control structures which is not within the Town's property.	Decommissioning the dam requires the removal of the stop-log control structures which is not within the Town's property. An off-line pond would have to be constructed within the current pond area which is not on Town property.	Decommissioning the dam requires the removal of the stop-log control structures which is not within the Town's property.	Decommissioning the dam requires the removal of the stop-log control structures which is not within the Town's property. An off-line pond would have to be constructed within the current pond area which is not on Town property.
Ranking			0	6	6	-6	-6	-6	-6
Total Ranking			-14	10	-4	-6	-6	-3	-3
NATURAL ENVIRONMENT									
Species at Risk (SAR)/Rare Species	The effects each alternative has on the native (SAR) within the project study area. The destruction of SWH due to change or alteration can have negative impacts on the natural habitat features and ecological functions of the identified species. This is measured through the desktop and field investigations which assess the types of species present.	HIGH	No impacts are anticipated under current state. Uncontrolled dam failure has the potential to cause significant negative impacts to Species at Risk.	No long term impacts are anticipated following rehabilitation of the dam and reconstruction of the bridge. Current SAR and rare species will continue to thrive within the Pond and study area.	No long term impacts are anticipated following rehabilitation of the dam and bridge. Current SAR and rare species will continue to thrive within the Pond and study area.	Long term impacts to the habitat through permanent removal of overwintering habitat for Common Snapping Turtle, and changes during construction to foraging habitat for Little Brown Myotis (bat). Impacts to Rare species are expected during construction, and long term impacts include permanent changes to potential foraging/stopover habitat for Great Egret and Trumpeter Swan.	If appropriate design and mitigation measures are put in place, no long term impacts are anticipated following construction and restoration.	Long term impacts to the habitat through permanent removal of overwintering habitat for Common Snapping Turtle, and changes during construction to foraging habitat for Little Brown Myotis (bat). Impacts to Rare species are expected during construction, and long term impacts include permanent changes to potential foraging/stopover habitat for Great Egret and Trumpeter Swan.	If appropriate design and mitigation measures are put in place, no long term impacts are anticipated following construction and restoration.
Ranking			-6	3	3	-6	0	-6	0
Aquatic/Fish Habitat	The effects each alternative has on the native fish species and their habitat. Fish barriers reduce ability for fish passage and diversity. The West Credit River is managed as a Cold Water Fishery. This is measured through the desktop and field investigations which assess the types of fish species present as well as, the presence of barriers.	HIGH	No impacts are anticipated under current state. Uncontrolled dam failure could cause significant negative impacts to Fish and Fish Habitat.	A desired Cold Water Fishery cannot be established and fish barriers are maintained.	A desired Cold Water Fishery cannot be established and fish barriers are maintained.	Positive impacts to the managed Cold Water Fishery are anticipated from removing the dam provided suitable ecological restoration is implemented. Fish barriers will be removed.	Positive impacts to the managed Cold Water Fishery are anticipated from removing the dam provided suitable ecological restoration is implemented. Fish barriers will be removed.	Positive impacts to the managed Cold Water Fishery are anticipated from removing the dam provided suitable ecological restoration is implemented. Fish barriers will be removed.	Positive impacts to the managed Cold Water Fishery are anticipated from removing the dam provided suitable ecological restoration is implemented. Fish barriers will be removed.
Ranking			-6	-6	-6	6	6	6	6
Significant Wildlife Habitat (SWH)	The effects each alternative has on SWH within the project study area. The destruction of SWH due to change or alteration can have negative impacts on the natural habitat features and ecological functions. This is measured through desktop and field investigations.	MED	No impacts are anticipated under current state. Uncontrolled dam failure could cause significant negative impacts to SWH.	No long term impacts are anticipated following rehabilitation of the dam and reconstruction of the bridge. Current SWH will continue to thrive within the Pond and study area.	No long term impacts are anticipated following rehabilitation of the dam and bridge. Current SWH will continue to thrive within the Pond and study area.	Long term negative impacts on the features and functions of the following SWH: Waterfowl Stopover and Staging, Turtle overwintering, and Habitat for Special Concern Species and Rare Wildlife Species.	If appropriate mitigation measures are put in place, no long term impacts are anticipated following construction and restoration.	Long term negative impacts on the features and functions of the following SWH: Waterfowl Stopover and Staging, Turtle overwintering, and Habitat for Special Concern Species and Rare Wildlife Species.	If appropriate mitigation measures are put in place, no long term impacts are anticipated following construction and restoration.
Ranking			-4	2	2	-4	0	-4	0
Provincially Significant Wetlands (PSW)/Landscape Features	The effects each alternative has on PSW within the project study area. Changes to the limit and extent of the PSW can cause negative impacts to the local ecologies interdependencies. This is measured through desktop and field investigations which quantify and assess the current limit and extent of PSW.	MED	No impacts are anticipated under current state. However, uncontrolled dam failure could cause significant negative impacts to the PSW or landscape features.	Impacts to upstream and downstream hydrology is negligible. No impacts are anticipated.	Impacts to upstream and downstream hydrology is negligible. No impacts are anticipated.	Potential changes to hydrology could impact the upstream and downstream extent and quality of wetland. Pond will naturalize into new wetland. Possible negative impact to the Treed Fen Community if hydrological changes (e.g. lower water table) are associated with the decommissioning of the dam.	Potential changes to hydrology could impact the upstream and downstream extent and quality of wetland. The construction of an offline pond will maintain some open water community within the existing PSW. Possible negative impact to the Treed Fen Community if hydrological changes (e.g. lower water table) are associated with the decommissioning of the dam.	Potential changes to hydrology could impact the upstream and downstream extent and quality of wetland. Pond will naturalize into new wetland. Possible negative impact to the Treed Fen Community if hydrological changes (e.g. lower water table) are associated with the decommissioning of the dam.	Potential changes to hydrology could impact the upstream and downstream extent and quality of wetland. The construction of an offline pond will maintain some open water community within the existing PSW. Possible negative impact to the Treed Fen Community if hydrological changes (e.g. lower water table) are associated with the decommissioning of the dam.
Ranking			-4	0	0	-2	-2	-2	-2
Total Ranking			-20	-1	-1	-6	4	-6	4

TOWN OF ERIN - HILLSBURGH DAM AND BRIDGE - MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

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				OPTION 1 Reconstruct Station Street Bridge	OPTION 2 Rehabilitate Station Street Bridge	OPTION 1 Decommission Dam	OPTION 2 Decommission Dam and Construct Offline Pond	OPTION 1 Decommission Dam	OPTION 2 Decommission Dam and Construct Offline Pond
				SOCIAL ENVIRONMENT					
Cultural Heritage	The Pond, Dam and the associated Bridge structure are considered heritage resources in the community. The level of heritage significance is measured by the resources artistic merit and historical and contextual value.	HIGH	No immediate impacts are anticipated. However, if left unmaintained, the artistic merit and contextual value can be lost through eventual deterioration.	The cultural value of the dam and in-situ pond will be least impacted through rehabilitation of the existing dam. Reconstruction of the bridge, although not most preferred, can be achieved through proper documentation and commemoration strategies.	The cultural value of the dam and in-situ pond will be least impacted through rehabilitation of the existing dam. Rehabilitation of the bridge will best preserve the heritage resource.	The cultural value of the dam and in-situ pond will be lost. Rehabilitation of the bridge will best preserve the heritage resource.	The cultural value of the existing dam and in-situ pond will be lost. Rehabilitation of the bridge will best preserve the heritage resource.	The cultural value of the existing dam and in-situ pond will be lost. Reconstruction of the bridge, although not most preferred, can be achieved through proper documentation and commemoration strategies.	The cultural value of the existing dam and in-situ pond will be lost. Reconstruction of the bridge, although not most preferred, can be achieved through proper documentation and commemoration strategies.
Ranking			-3	3	6	-3	-3	-6	-6
Archaeological Significance	The surrounding areas of the Dam and Bridge may hold archaeological significance within the footprint of the construction area. This is measured through site and desktop investigations.	MED	No impacts are anticipated.	No impacts are anticipated. Will require a Stage 2 archaeological assessment based on proposed footprint of new bridge.	No impacts are anticipated. Will require a Stage 2 archaeological assessment.	No impacts are anticipated.	No impacts are anticipated.	No impacts are anticipated. Will require a Stage 2 archaeological assessment.	No impacts are anticipated. Will require a Stage 2 archaeological assessment.
Ranking			0	0	0	0	0	0	0
Analysis of Water Rights	The affects each alternative has on Riparian Water Rights, Mill Privileges, and Mill Rights. This is measured by professional legal opinions.	LOW	No impacts are anticipated.	No impacts are anticipated.	No impacts are anticipated.	No impacts are anticipated.	No impacts are anticipated.	No impacts are anticipated.	No impacts are anticipated.
Ranking			0	0	0	0	0	0	0
Community Value	The general consensus is the existing pond holds an aesthetic value as well as potential for educational and recreational purposes. This has been measured through written and verbal characterization of the local residents/businesses and interested members of the community.	LOW	Eventual dam failure will eliminate the pond and its value to the community.	The pond will be maintained along with its aesthetic value and potential recreational and educational purposes.	The pond will be maintained along with its aesthetic value and potential recreational and educational purposes.	The pond will not be maintained. The aesthetic value and potential recreational and educational purposes will be lost.	A portion of the pond will remain along with the aesthetic value. The potential for recreational and educational uses remain.	The pond will not be maintained. The aesthetic value and potential recreational and educational purposes will be lost.	A portion of the pond will remain along with the aesthetic value. The potential for recreational and educational uses remain.
Ranking			-2	2	2	-2	1	-2	1
Public Safety	The potential risk each alternative has to public safety. This is measured and quantified through professional judgement.	HIGH	High risk of dam failure due to a consequence or flooding event. High risk of bridge failure due to poor structural integrity.	Dam and Bridge will be upgraded to meet current safety standards improve pedestrian access and public safety. The risk of dam failure during a consequence event is still present. However improvements to the earthen dam structure and increased hydraulic capacity of the bridge will moderately reduce present risk to public safety.	Dam will be rehabilitated to meet current dam safety standards to improve public safety. The risk of dam failure during a consequence event is still present. The Bridge will not meet current transportation standards for 2-lane traffic and safe pedestrian access.	Pond will be removed, greatly reducing the risks caused by the earthen berm dam. The Bridge will not meet current standards for 2-lane traffic and safe pedestrian access.	Pond will be removed, greatly reducing the risks caused by the earthen berm dam. Offline Pond still poses a risk of overtopping during a consequence event. The Bridge will not meet current industry standards for 2-lane traffic and safe pedestrian access.	Pond will be removed, greatly reducing the risks caused by the earthen berm dam. Bridge will be upgraded to meet current industry and safety standards to improve public safety.	Pond will be removed, greatly reducing the risks caused by the earthen berm dam. Offline Pond still poses a risk of overtopping during a consequence event. Bridge will be upgraded to meet current industry and safety standards to improve public safety.
Ranking			-6	3	-3	3	3	6	3
Total Ranking			-11	8	5	-2	1	-2	-2
ECONOMIC ENVIRONMENT									
Capital/Replacement Costs	Overall construction capital costs including replacement and mitigation costs throughout the life cycle of each alternative. This is measured through standard engineering benchmark cost estimates and assumptions based on background research.	HIGH	Estimated cost attributed to an emergency dam decommissioning and restoration and bridge replacement = \$4,036,550 This is not considered a "long term" solution and will not satisfy Provincial legislation.	Estimated cost includes the rehabilitation of the earthen berm dam, reconstruction of a bridge to convey the "Regulatory Flood" and rehabilitation of Station Street = \$5,127,150	Estimated cost includes the rehabilitation of the earthen berm dam, rehabilitation of the existing bridge, eventual replacement of the bridge and rehabilitation of Station Street = \$5,725,650	Estimated cost includes dam decommissioning and restoration, rehabilitation of the existing bridge, eventual replacement of the bridge and rehabilitation of Station Street = \$4,063,150	Estimated cost includes dam decommissioning and restoration, construction of new earthen berm for offline pond, rehabilitation of the existing bridge, eventual replacement of the bridge and rehabilitation of Station Street = \$4,701,550	Estimated cost includes dam decommissioning and restoration, replacement of the existing bridge, eventual replacement of the bridge and rehabilitation of Station Street = \$3,464,650	Estimated cost includes dam decommissioning and restoration, construction of new earthen berm for offline pond, replacement of the existing bridge and rehabilitation of Station Street = \$4,103,050
Ranking			-6	-6	-6	3	-3	6	-3
Regular Operations and Maintenance	Overall cost for operation and maintenance of each alternative based on engineering cost estimates for regular dam and bridge operations and maintenance	HIGH	No operational or maintenance costs. This is not considered a "long term" solution and will not satisfy Provincial legislation.	Dam will be rehabilitated to an acceptable standard but will require long term maintenance for operation of stop-log control structures and pond dredging. New bridge will have no long term maintenance requirements.	Dam will be rehabilitated to an acceptable standard but may require long term maintenance for operation of stop-log control structures. Bridge will require regular assessments and maintenance every 5-7 years.	Dam will be eliminated with no associated maintenance costs. Bridge will require regular assessments and maintenance every 5-7 years.	Dam will be eliminated with no associated maintenance costs. Maintenance of offline pond controls will be required. Bridge will require regular assessments and maintenance every 5-7 years.	Dam will be eliminated with no associated maintenance costs. New bridge will have no anticipated long term maintenance requirements. Maintenance of offline pond controls will be required.	Dam will be eliminated with no associated maintenance costs. New bridge will have no anticipated long term maintenance requirements. Maintenance of offline pond controls will be required.
Ranking			-6	-6	-6	3	-3	6	-3
Economic Liability	In the event of a dam failure, dam owners can be held liable for damage inflicted upon persons or property. This is measured by professional judgement related to the potential for and quantification of damage to persons or property.	HIGH	Dam owners will be held liable for associated costs inflicted to persons or property due to an uncontrolled dam or bridge failure.	Dam owners will be held liable for associated costs inflicted to persons or property due to an uncontrolled dam or bridge failure. Risk of dam or bridge failure will be reduced due to Dam rehabilitation.	Dam owners will be held liable for associated costs inflicted to persons or property due to an uncontrolled dam or bridge failure. Risk of dam failure will be reduced due to Dam rehabilitation. Bridge will eventually fail.	Dam owner's liability is greatly reduced with the elimination of the head pond and rehabilitation of the existing bridge. Bridge will eventually fail.	Dam owner's liability is greatly reduced with the elimination of the head pond and rehabilitation of the existing bridge however, a liability remains as offline pond's earthen berm is still considered a dam.	Dam owner's liability is greatly reduced with the elimination of the head pond and reconstruction of a new bridge.	Dam owner's liability is greatly reduced with the elimination of the head pond and reconstruction of a new bridge however, a liability remains as offline pond's earthen berm is still considered a dam.
Ranking			-6	3	-3	3	3	6	3
Total Ranking			-18	-9	-15	9	-3	18	-3
<b>OVERALL RANKING</b>			<b>-63</b>	<b>8</b>	<b>-15</b>	<b>-5</b>	<b>-4</b>	<b>7</b>	<b>-4</b>

RANKING MATRIX						
	Multiplier	Negative	Negative-Neutral	Neutral	Positive-Neutral	Positive
<b>WEIGHTING</b>						
LOW	1	-2	-1	0	1	2
MED	2	-4	-2	0	2	4
HIGH	3	-6	-3	0	3	6
		<b>SCORING</b>				

ASSOCIATED CAPITAL/REPLACEMENT COSTS							
COST COMPONENT	ALTERNATIVE A "Do Nothing"	ALTERNATIVE B Rehabilitate Hillsburgh Dam and;		ALTERNATIVE C Rehabilitate Station Street Bridge and;		ALTERNATIVE D Reconstruct Station Street Bridge and;	
		OPTION 1 Reconstruct Station Street Bridge	OPTION 2 Rehabilitate Station Street Bridge	OPTION 1 Decommission Dam	OPTION 2 Construct Offline Pond	OPTION 1 Decommission Dam	OPTION 2 Construct Offline Pond
Station Street Road Rehabilitation		\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00
Emergency Dam Decommissioning	\$900,000.00						
Bridge Replacement (Increased Size)	\$850,000.00	\$850,000.00				\$850,000.00	\$850,000.00
Eventual Bridge Replacement (Increased Size)			\$850,000.00	\$850,000.00	\$850,000.00		
Bridge Rehabilitation (Existing Capacity)			\$450,000.00	\$450,000.00	\$450,000.00		
Dam Rehabilitation		\$750,000.00	\$750,000.00				
Mitigation Measures		\$500,000.00	\$500,000.00				
Dam Decommissioning /Restoration				\$1,285,000.00	\$865,000.00	\$1,285,000.00	\$865,000.00
Eventual Dam Decommissioning /Restoration	\$1,285,000.00	\$1,285,000.00	\$1,285,000.00				
Offline Pond Construction					\$900,000.00		\$900,000.00
SUBTOTAL COST	\$3,035,000.00	\$3,855,000.00	\$4,305,000.00	\$3,055,000.00	\$3,535,000.00	\$2,605,000.00	\$3,085,000.00
TOWN TOTAL COST INCLUDING ENG/CONT/HST	\$1,130,500.00	<b>\$2,753,100.00</b>	\$3,351,600.00	\$2,354,100.00	\$2,354,100.00	<b>\$1,755,600.00</b>	\$1,755,600.00
TOTAL COST INCLUDING ENG/CONT/HST	\$4,036,550.00	\$5,127,150.00	\$5,725,650.00	\$4,063,150.00	\$4,701,550.00	\$3,464,650.00	\$4,103,050.00
TOTAL ROUNDED COST	\$4,036,550.00	\$5,127,150.00	\$5,725,650.00	\$4,063,150.00	\$4,701,550.00	\$3,464,650.00	\$4,103,050.00
NOTES/ASSUMPTIONS:							
- Above noted capital / replacement costs are preliminary and do not reflect detailed design costs or costs associated with obtaining agency approvals/permits.							
- Direct capital cost to the Town of Erin are highlighted in yellow.							



## Staff Report

**Report #:** 2016- 005 Ec Dev

**Date:** October 18, 2016

**Submitted By:** Robyn Mulder

**Subject:** **Erin Rotary Riverwalk Trail**

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### Recommendations:

**Be it resolved that** Council receives the Erin Rotary Riverwalk Trail report of October 18, 2016;

**And that** Council approves staff's recommendations as outlined in the Erin Rotary Riverwalk Trail report of October 18<sup>th</sup>, 2016.

### Background:

The Erin Rotary Riverwalk Trail Study was received by Council on September 16, 2016. The Erin Rotary Riverwalk Feasibility Study outlines 16 recommendations (attached) and suggests that "any trails' program is an integrated body of landscapes and components, and requires a strategic approach for management, implementation as well as an associated funding commitment and celebrating successes." The Economic Development Department fully supports this approach.

Staff have offered their general support of each recommendation as indicated on the attached, with the exception of *4.5.1, Management Recommendations, number 3*. Staff recommend keeping the current Trails Committee and Riverwalk Advisory Group separate, as they both serve a different purpose for the town. The Erin Rotary Riverwalk will be used as a Tourism Economic driver for the town and staff believe it will be easier to fund and implement if left as a standalone project with an advisory committee group solely dedicated to its implementation.

Staff is currently evaluating possible first segments for the implementation phase. This will be presented during the 2017 budget process.

### Financial Impact:

No detailed design work has yet to be undertaken. Consequently it is difficult to identify specific costs at this stage. During the budget process, staff will recommend the creation of an on-going financial reserve that can be drawn upon when sufficient funding is available to construct the next approved phase of the Erin Rotary Riverwalk Trail.

**Consultation:**

The Rotary Trail Riverwalk Advisory Group and Trails Committee have received a copy of this report.

**Communications Plan:**

n/a

**Conclusion:**

That Council accepts the recommendations of the Erin Rotary Riverwalk Trail as amended by the Economic Development Officer.

**Appendices:**

Erin Rotary Riverwalk Recommendations

<b>Erin Rotary Riverwalk Recommendations</b>	
<b>Recommendations to Council</b>	
<b>2017</b>	
<b>4.5.1 Management Recommendations</b>	
<b>As management recommendations, the Town of Erin should:</b>	
<b>1</b>	Resource Town staff from Economic Development, Public Works and Parks and Recreation to oversee the implementation of a Riverwalk Trail. They will also require ongoing support from and communication with the Town's advisory committees, Credit Valley Conservation Authority, Wellington County, adjacent Trail Associations, and other organizations and advocacy groups;
Agreed, collaborate with current town staff	
<b>2</b>	Develop a reporting model that is efficient and inclusive of affected departments committees, support agencies, etc. Creating an efficient reporting and implementation structure will help ensure that the decision making process associated with the implementation of the Riverwalk Trail is managed and all relevant Town departments are appropriately engaged;
Agreed	
<b>3</b>	Require updating and expanding the mandate for the Town's current Trails Sub-Committee to include additional members with an interest in accessibility, economic development, active transportation, public health and trails in general. This sub-committee's role should continue and be expanded to include future initiatives related to the Riverwalk trail.
Agreed, continuation of a Riverwalk Advisory Group	

<b>4.5.2 Implementation and Funding Recommendations</b>		
<b>As implementation and funding recommendations, the Town of Erin should:</b>		
<b>4</b>	<p>Pursue an implementation “phasing consideration” appealing to the short (3yrs), medium (5 – 10yrs) and long range (&gt;15yrs) horizons; the following criteria should be considered in aligning anticipated circuit/loops and segment development with horizons:</p> <ul style="list-style-type: none"> <li>• should have an apparent or real possibility in securing land for trail development;</li> <li>• should, being most preferred, promote tangible/obvious trail development through expansion of the existing system with “new” trail segments (rather than just enhancing existing roads, sidewalks and/or paths);</li> <li>• should increase connectivity along the river and to other networks promoting a strong gesture for “river experience” to Erin’s residents and guests;</li> <li>• should only result in none-to-manageable impact of private property;</li> <li>• should have straightforward implementation with fewer external concerns; and</li> <li>• can become good “campaign projects” (for future initiatives).</li> </ul>	Agreed
<b>5</b>	Select a "pilot project" to demonstrate trail enthusiasm, support, build-quality	Agreed, Riverwalk Advisory Group is working on this
<b>6</b>	Align with “other” initiatives that could serve the trails’ implementation; for example, the final design of a trail segment may be part of a larger infrastructure improvement project. Being part of a “larger” process may provide for subsequent detail design and funding;	Agreed
<b>7</b>	Partner with Town departments and other agencies for its trail projects as the design of, timing for, and construction of many of the proposed trail segments will likely be subject to infrastructure improvements being made by Town departments (Public Works, Parks and Recreation, etc.) as well as other agencies such as Wellington County, Credit Valley Conservation Authority, etc.;	Agreed



8	Embrace “annual” versus “by the project” investment for the trails programs. Annual investment would be preferred and an annual implementation budget for implementing trail(s) development should be identified in an annual report prepared by appropriate Town staff and based on implementation objectives and opportunities for the coming year. This report could also comment on projects and trail related initiatives completed from the previous year(s);	Agreed, recommendation will be brought forward in the 2017 budget process
9	Dedicate staff resourcing to explore and pursue outside funding opportunities and should solicit funding support which can assist in reducing taxpayer costs;	Agreed, lead by the EDO and Riverwalk Advisory Group
10	Pursue opportunities to develop “sponsor” partnerships with businesses and other agencies for trail development; and,	Agreed, lead by the EDO and Riverwalk Advisory Group
11	Embark on a “Town of Erin Trails Master Plan” to integrate the Erin Riverwalk Trail project with potential new trails and other existing trails, Active Transportation, etc.	Agreed, this will be looked at in the future in collaboration with the Trails Committee

#### 4.5.3 Messaging Recommendations

There are many opportunities to raise awareness about the privilege of using trails such as websites, interpretive programs and signs, brochures, either self-guided or as part of a wider natural and cultural heritage education program – these “messages” serve trail initiatives in many ways:

##### As messaging recommendations, the Town of Erin should:

12	Pursue a trail branding strategy as the trail system evolves in Erin, grows and matures. A key component of a trails’ branding strategy is the preparation of a comprehensive trail logo that would be used on maps, brochures, trail signage, and advertisement related to Erin’s trails. The intent is not to replace current trail branding but to embrace/integrate past efforts into the broader initiative;	Agreed
13	Similarly, explore the merits of a trail ambassador/patrol program for all trails;	Agreed
14	Pursue opportunities to develop “messaging partnerships” with businesses and other agencies, that provide services to the population;	Agreed, collaboration with Service Groups such as the Rotary Club

<b>15</b>	Partner with services offered through local governments and agencies, such as Wellington County, the Credit Valley Conservation Authority and Public Health (Wellington-Dufferin-Guelph), etc., to deliver important messages on community spaces for healthy lifestyles, healthy living choices and active living; and,	Agreed
<b>16</b>	Promptly recognize the effort which has been displayed for contributions made that improve conditions of the trail, such as the provision of trail amenities, creation of links across private properties, etc.; this can be done with donor signs and plaques that are tastefully designed and carefully sited.	Agreed



## Staff Report

**Report #:** BD2016-25

**Date:** October-18-16

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

**Subject:** Demolition Report – 5474 Third Line, Concession 3, Part Lot 14 to 16

---

### Recommendations:

**Be it resolved that** Council receives the *Building Department Demolition Report*, report of October 18, 2016, regarding the application for demolition permit to demolish a single residential dwelling located at 5474 Third Line, Town of Erin, Assessment Roll No. 23 16 000 005 08000 0000;

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

### Background:

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

### ***Proposed Demolition:***

The owner has applied for a demolition permit to demolish and remove the Single Dwelling Residential. The Building Department has not received an application to construct a replacement house and septic on the property.

### ***Information:***

The demolition permit application was received September 30, 2016.

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

Owner: Grand River Conservation Authority

Legal Description: Concession 3, Part Lot 14 to 16

Assessment Roll No.: 23 16 000 005 08000 0000

Zoned: Agricultural (A) and Rural Environmental Protection (EP2) Zone

**Financial Impact:**

None

**Consultation:**

None

**Communications Plan:**

None

**Conclusion:**

The Building Department has no objection to the demolition application.

**Appendices:**

Appendix I – Site plan showing houses to be demolished

Appendix II –photos of houses proposed to be demolished

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



**Appendix II –photos of houses proposed to be demolished**  
Front View





Rear View



Side View





## Staff Report

**Report #:** BD2016-26

**Date:** October 18, 2016

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

**Subject:** Building Permit Activity Report –September 2016

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### Recommendations:

**Be it resolved that** Council hereby receives *Building Department Building Activity Report – September 2016* dated October 18, 2016 for information.

### Background:

Overall the building permit numbers and fees this year are slightly up over last year's numbers. For the month of September, we have issued 22 permits, 4 of which were for new housing starts.

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

### Financial Impact:

None

### Communications Plan:

n/a

### Appendices:

Appendix I – Building Permit to Date – September 2016

Appendix II – Monthly Comparison – September 2016

## Permit Comparison Summary

September

Issued For Period SEP 1,2016 To SEP 30,2016

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
<b>Accessory Building</b>						
Deck	2	1,562.44	17,000.00	1	1,561.10	8,000.00
Pool	1	200.00	40,000.00	1	200.00	60,000.00
<b>Accessory Building - Residential</b>						
Accessory Building - Residential	8	2,797.41	290,000.00	7	3,273.53	173,000.00
<b>Commercial</b>						
Commercial	1	75.00	0.00	0	0.00	0.00
Commercial - Major renovation	1	200.00	80,000.00	0	0.00	0.00
Commercial - Minor renovation	0	0.00	0.00	1	200.00	10,000.00
<b>Demolition</b>						
Demolition Permit	1	200.00	0.00	1	200.00	50.00
<b>Farm Building</b>						
Farm Building - New	1	1,260.00	110,000.00	0	0.00	0.00
<b>Residential</b>						
Residential - Major	1	200.00	30,000.00	1	669.86	40,000.00
Residential - Minor	1	200.00	10,000.00	2	420.23	13,000.00
<b>Residential - New</b>						
Residential -SDR	5	11,912.88	1,750,000.00	3	7,149.63	635,000.00
<b>Septic Permit</b>						
Septic Permit	6	2,150.00	0.00	4	1,575.00	25,000.00
Septic Permit - Tank Replacement	2	400.00	0.00	0	0.00	0.00
<b>Tent</b>						
Tent	2	400.00	1,200.00	1	200.00	0.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	32	22
Total Dwelling Units Created	4	4
Total Permit Value	2,328,200.00	964,050.00
Total Permit Fees	21,557.73	15,449.35
Total Compliance Letters Issued	3	7
Total Compliance Letter Fees	225.00	525.00



## Town Of Erin

**Permit Comparison Summary**Issued For Period **SEP 1,2016** To **SEP 30,2016**

Accessory Building - Residenti	3,273.53
Commercial - Minor renovation	200.00
Deck	1,561.10
Demolition Permit	200.00
Pool	200.00
Residential - Major	669.86
Residential - Minor	420.23
Residential -SDR	7,149.63
Septic Permit	1,575.00
Tent	200.00

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Total	15,449.35
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## Permit Comparison Summary

Issued For Period **JAN 1,2016** To **SEP 30,2016**

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
<b>Accessory Building</b>						
Deck	12	4,520.08	146,300.00	18	6,727.32	135,250.00
Pool	10	2,000.00	260,000.00	10	2,000.00	354,500.00
<b>Accessory Building - Residential</b>						
Accessory Building - Residential	25	17,033.69	882,000.00	31	20,589.40	1,045,500.00
<b>Assembly</b>						
Assembly	1	75.00	0.00	0	0.00	0.00
<b>Change of Use</b>						
Change of Use	1	750.00	0.00	5	2,460.90	207,050.00
<b>Commercial</b>						
Commercial	1	75.00	0.00	0	0.00	0.00
Commercial - Major renovation	5	5,700.00	215,778.00	1	2,000.00	30,000.00
Commercial - Minor renovation	0	0.00	0.00	2	950.00	30,000.00
<b>Demolition</b>						
Demolition Permit	4	800.00	15,050.00	9	1,800.00	55,250.00
<b>Farm Building</b>						
Farm Building - Addition/renovation	2	2,057.60	487,500.00	4	2,696.73	225,000.00
Farm Building - New	8	6,157.20	429,300.00	6	24,053.68	876,000.00
<b>Industrial</b>						
Industrial	0	0.00	0.00	3	8,000.00	1,320,000.00
Industrial - Major	2	7,070.00	506,000.00	2	3,417.50	2,160,000.00
<b>Institutional</b>						
Institutional - Minor	0	0.00	0.00	1	750.00	25,000.00
<b>Residential</b>						
Residential - Major	20	35,507.88	2,868,000.00	14	27,733.40	1,875,000.00
Residential - Minor	12	3,478.96	163,200.00	13	2,770.14	198,700.00
Residential - Multiple	3	11,400.00	980,000.00	0	0.00	0.00
<b>Residential - New</b>						
Residential -SDR	34	104,862.00	15,008,000.00	37	103,828.26	14,395,000.00
<b>Septic Permit</b>						
Septic Permit	52	24,000.00	0.00	48	22,650.00	108,500.00
Septic Permit - Class 2	0	0.00	0.00	1	500.00	0.00
Septic Permit - Tank Replacement	10	2,000.00	0.00	6	1,200.00	11,000.00
<b>Tent</b>						
Tent	8	1,600.00	1,200.00	6	1,200.00	6,500.00

## Town Of Erin

**Permit Comparison Summary**Issued For Period **JAN 1,2016** To **SEP 30,2016**

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	210	217
Total Dwelling Units Created	39	39
Total Permit Value	21,962,328.00	23,058,250.00
Total Permit Fees	229,087.41	235,327.33
Total Compliance Letters Issued	44	66
Total Compliance Letter Fees	3,300.00	4,875.00

<u>Permit Charge</u>	<u>Amount</u>
Accessory Building - Residenti	20,589.40
Change of Use	2,460.90
Commercial - Major renovation	2,000.00
Commercial - Minor renovation	950.00
Deck	6,727.32
Demolition Permit	1,800.00
Farm Building - Addition/renov	2,696.73
Farm Building - New	24,053.68
Industrial	8,000.00
Industrial - Major	3,417.50
Institutional - Minor	750.00
Pool	2,000.00
Residential - Major	27,733.40
Residential - Minor	2,770.14
Residential -SDR	103,828.26
Septic Permit	22,650.00
Septic Permit - Class 2	500.00
Septic Permit - Tank Replaceme	1,200.00
Tent	1,200.00
Total	235,327.33



## Staff Report

**Report #:** D15-SP07-16

**Date:** October-18-16

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

**Subject:** Conditional Site Plan Approval, D15-SP07-16 13 Thompson Cres – Fieldgate Meat Packers Limited

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### Recommendations:

**BE IT RESOLVED THAT** Council approves a minor amendment to the approved site plan as submitted by Fieldgate Meat Packer Limited as it relates to development of 13 Thompson Crescent subject to the conditions of Appendix 1.

### Background:

The applicant seeks site plan approval to construct two additional self-storage buildings one 3000 sq ft and one 1500 sq ft steel building.

The main site statistics are:

Total Lot Area	2.00 acres
Lot Frontage – Thompson Cres	154.20
<b>TOTAL GROSS FLOOR AREA</b>	3000 sqft and 1500 sqft
Parking Required	
Parking Provided	2 parking spaces
Area of paved driveway and parking	400 sq ft

Vehicular access is via Erin Park Drive.

### Origin and Background

The subject land is located at 13 Thompson Crescent. The lands are legally described as Plan 768 Part Lot 19, and are subject to an approved site plan dated December 21<sup>st</sup>, 2004.

### Zoning

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

**Financial Impact:**

None

**Consultation:**

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

**Communications Plan:**

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

**Appendices:**

Appendix I – Conditions of Site Plan Approval

Appendix II – Site Plan showing proposed development

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

1. That this approval lapse if no building permit has been issued within two years from the date of site plan approval.
2. That the owner provide a detailed written estimate of costs for landscaping, all paving, installation and maintenance of erosion and siltation control measures, tree protection, and site works listing items, quantities, unit costs, and total costs. This estimate to be reviewed and approved by the Town of Erin.
3. 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, installation and maintenance of erosion and siltation control measures and site restoration.
4. That the owner obtain approval from the Town of Erin for hoarding and/or encroachments onto Town land.
5. That the owner construct and maintain sediment and erosion controls during construction until site is stabilized.
6. That all drainage for final 2 buildings be directed to existing swale/easement which outlets to Erin Park Drive.

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

1. That 15 percent of the total amount of the original value of the posted securities be held back for a one-year period from the date of the Town's final inspection. In the event that in the opinion of the Chief Building Official of the Town, construction on the site is substantially discontinued and the site becomes a hazard to public safety part or all of the securities may be used by the Town to cover the cost of site restoration to be done to the satisfaction of the Chief Building Official.
2. That the owner will submit confirmation form an Ontario land surveyor that the grading and stormwater management facilities have been installed in accordance with the approved Drawings prior to the release of any securities.
3. 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.
4. That all conditions of this Site Plan approval shall have been complied with prior to the 31st of October 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.

"AS BUILT" CONDITIONS  
 UNITS 1 TO 8, INCLUSIVE  
 PROPOSED SITE PLAN  
 UNITS 9 & 10  
 OF PART OF LOT 19, REGISTERED PLAN 768  
 ALSO KNOWN AS PART 4, PLAN 61R-8111  
 Formerly The Village of Erin now in  
**TOWN OF ERIN**  
**COUNTY OF WELLINGTON**

KERRY F. HILLIS - Ontario Land Surveyor  
 2007  
 SCALE 1 : 500

METRIC: DISTANCES AND ELEVATIONS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:  
 THE FIELD SURVEY REPRESENTED ON THIS PLAN WAS COMPLETED ON THE 21st DAY OF JUNE, 2006 (UNITS 1 TO 4) AND THE 22nd DAY OF MAY, 2007 (UNITS 5 TO 8). ADDITIONAL ELEVATIONS MEASURED SEPT. 18, 2007

August 29, 2016  
 DATE  
 KERRY F. HILLIS  
 ONTARIO LAND SURVEYOR

**NOTES:**

- ELEVATIONS HEREON ARE REFERRED TO GEODETIC DATUM AND ARE REFERRED TO MTO BENCH MARK No. 798463, ELEVATION = 394.056 METRES
- THE POSITION OF ALL POLE LINES, CONDUITS, WATER MAINS, SEWERS AND OTHER UNDERGROUND AND OVERHEAD UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THIS PLAN, AND WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

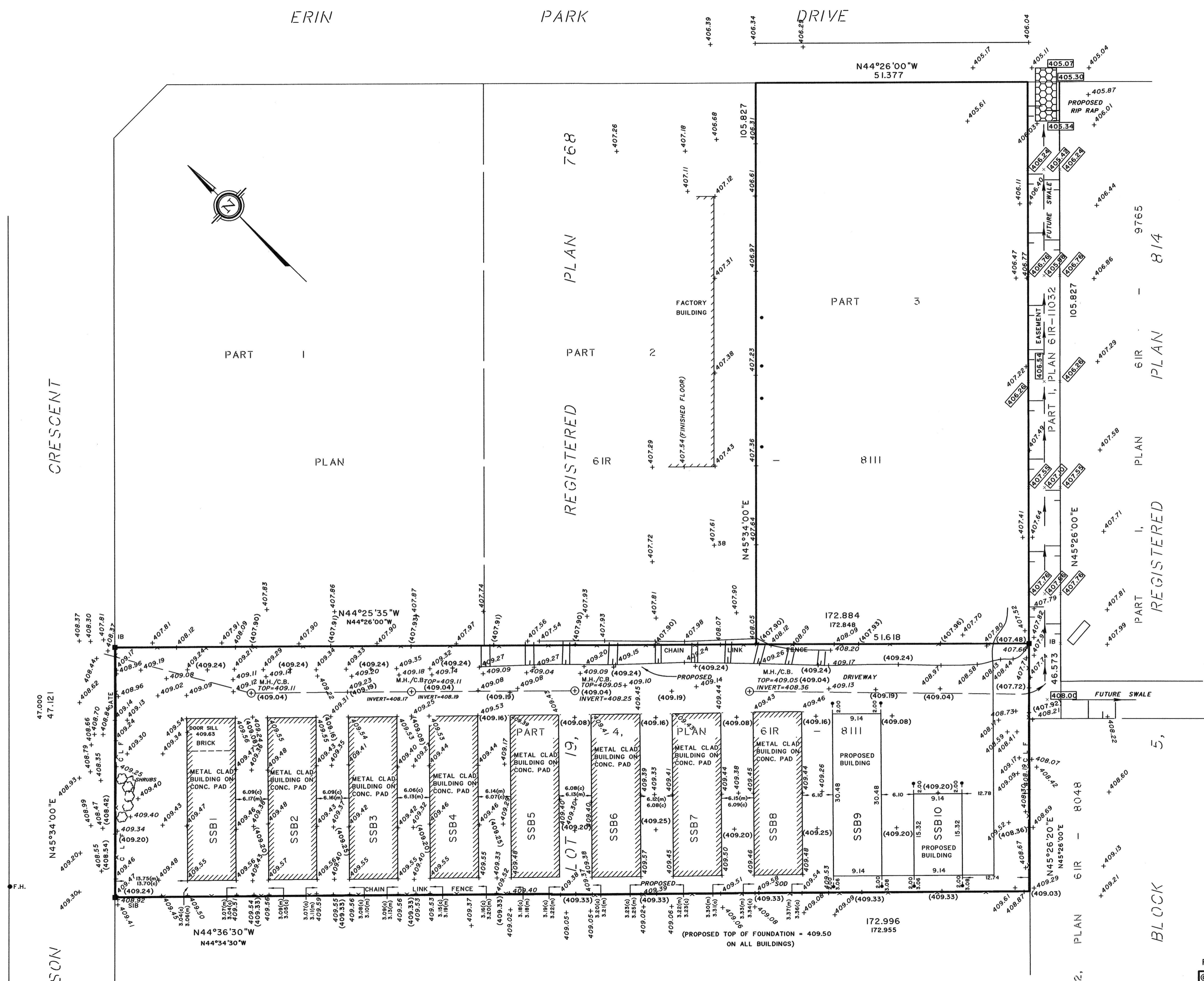
**LEGEND:**

- DENOTES SURVEY MONUMENT FOUND
- SIB DENOTES STANDARD IRON BAR
- IB DENOTES IRON BAR
- +408.60 DENOTES EXISTING ELEVATION (JUNE 21, 2006)
- 407.68 DENOTES PROPOSED ELEVATION BSR&D
- (408.00) DENOTES PROPOSED ELEVATION APPROVED SITE PLAN
- CLF DENOTES CHAIN LINK FENCE
- F.H. DENOTES FIRE HYDRANT
- M.H./C.B. DENOTES MANHOLE/CATCH BASIN
- S.P. DENOTES SIGN POST
- C.M.P. DENOTES CORRUGATED METAL PIPE
- 3.05(c) DENOTES TIE TO CONCRETE
- 3.09(m) DENOTES TIE TO METAL
- SSB DENOTES SELF STORAGE BUILDING
- DENOTES 2m OFFSET PIN TO BE SET ON SITE

REVISED AUGUST 29, 2016

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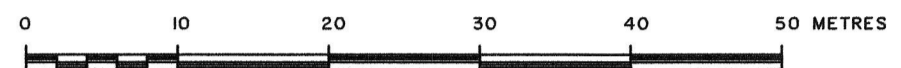
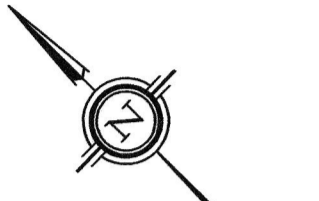
<b>BSR&amp;D</b>	Ontario Land Surveyors Urban and Rural Planners	351 Speedvale Avenue West Guelph, Ontario N1H 1C6 TEL: (519) 822-4031 FAX: (519) 822-1220 WWW.BSRD.COM	DATE: SEPTEMBER 19, 2007 DRAWN BY: BW/DM/MLH PROJECT NO: 06-6860-7
	BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED		



LOT 18, REGISTERED PLAN 768

CRESCENT

THOMPSON



# ERIN FIRE & EMERGENCY SERVICES

## Monthly Fire Report



REPORT MONTH:		AUGUST 2016											
		ERIN STATION #10				HILLSBURGH STATION #50				EAST GARAFRAXA			
		Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly	Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly	Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly
F I R E:	Type not specified:												
	Structure:			4			3	3				1	
	Vehicular:	1	3	1	\$15,000		1	1				1	
	Grass, Rubbish, etc:		10	3			3	5				1	
	Other:	3	14	15			5	6			2		
		Mthly TTL	2016 YTD	2015 YTD		Mthly TTL	2016 YTD	2015 YTD		Mthly TTL	2016 YTD	2015 YTD	
Medical Assist:		8	61	54		4	44	46			2	2	
Motor Vehicle Collision:		3	11	21		2	7	6			8	9	
Erin/Hillsburgh Assist			4	10			3	8					
Mutual Aid:			1	1			3	4					
C.O. Calls:			3	2			2	5					
False Alarms:													
Alarm Activation:		3	20	9			2	9				3	
Standby/Assist to Other Depts:													
Burning Complaints:													
Incorrect Pages:		1	1	1		1	2	4					
Other:		1	12	10			7	4				1	
T O T A L S:		MTHLY	2016 YTD	2015 YTD		MTHLY	2016 YTD	2015 YTD		MTHLY	2016 YTD	2015 YTD	
		20	140	131		7	82	101		0	12	18	
Estimated Total \$ Loss Due to Fire:		\$15,000	\$21,500	\$578,000		\$0	\$689,000	\$150,000		\$0	\$0	\$0	

Respectfully submitted, *Dan Callaghan* Fire Chief



# ERIN FIRE & EMERGENCY SERVICES

## Monthly Fire Report



REPORT MONTH:		SEPTEMBER 2016											
		ERIN STATION #10				HILLSBURGH STATION #50				EAST GARAFRAXA			
		Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly	Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly	Mthly Total	2016 YTD	2015 YTD	\$ Loss Mthly
F I R E:	Type not specified:												
	Structure:			5			3	5				1	
	Vehicular:		3	1			1	1				1	
	Grass, Rubbish, etc:	1	11	4			3	5				1	
	Other:		14	16			5	6			2		
		Mthly TTL	2016 YTD	2015 YTD		Mthly TTL	2016 YTD	2015 YTD		Mthly TTL	2016 YTD	2015 YTD	
Medical Assist:		7	68	67		6	50	50			2	2	
Motor Vehicle Collision:		2	13	24		2	9	6			8	9	
Erin/Hillsburgh Assist		1	5	11			3	8					
Mutual Aid:			1	1			3	4					
C.O. Calls:			3	3			2	5					
False Alarms:													
Alarm Activation:		2	22	12		3	5	11				4	
Standby/Assist to Other Depts:													
Burning Complaints:													
Incorrect Pages:		1	1	1			2	4					
Other:		2	14	10		1	8	5				1	
T O T A L S:		MTHLY	2016 YTD	2015 YTD		MTHLY	2016 YTD	2015 YTD		MTHLY	2016 YTD	2015 YTD	
		16	155	155		12	94	110		0	12	19	
Estimated Total \$ Loss Due to Fire:			\$21,500	\$628,000		\$0	\$689,000	\$650,000		\$0	\$0	\$0	

Respectfully submitted, *Dan Callaghan* Fire Chief



## Staff Report

**Report #:** 2016-10B  
**Date:** October-18-16  
**Submitted By:** Gail Broadfield, Deputy Treasurer  
**Subject:** Approval of Accounts

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### Recommendations:

**Be it resolved that** Council receives the *Deputy Treasurer's Report #2016-10B on "Approval of Accounts"* on October 18<sup>th</sup>, 2016 .

### Background:

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

Cheque Listing	#1130	\$ 4,832,350.67
	#1131	\$ 180,910.33

TOTAL		<u>\$ 5,013,261.00</u>
-------	--	------------------------

### LARGER PAYMENTS

Cheque #50526 \$ 3,383,661.75 - County of Wellington - 3<sup>rd</sup> Q Tax Levy(3,383,661.75) & Water Debt (23,529.00)  
 Cheque #50572 \$ 1,027,958,72 - UGDSB - 3<sup>rd</sup> Q Tax Levy (1,012,983.65) & Shared Hydro Cost (14,975.07)  
 Cheque #50577 \$ 167,934.23 - WCDSB - 3<sup>rd</sup> Q Tax Levy  
 Cheque #50578 \$ 50,352.80 - J.L Wilson & Sons – New Condenser for HCC  
 Cheque #50605 \$ 131,600.00 - Petrogold Inc. – Refund Security Deposit

**Financial Impact:**

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

**Consultation:**

Department Heads and CAO.

**Communications Plan:**

Regular report to Council.

**Conclusion:**

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

**Appendices:**

N/A



## Staff Report

**Report #:** 2016-15F

**Date:** October-18-16

**Submitted By:** Ursula D'Angelo, Director of Finance

**Subject:** Issuing Debt for Capital Projects

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### Recommendations:

**Be it resolved that** Council receives the *Issuing Debt for Capital Projects* report# 2016-15F of October 18, 2016;

**And that** Council authorize County of Wellington to issue debt in the amount not to exceed \$2,546,000 for the Town of Erin portion over a term as set in Schedule A of the By-law;

**And that** a By-law be enacted authorizing the County of Wellington to issue debt through a debenture on behalf of the Town of Erin.

### Background:

In the 2014, 2015 and 2016 budget by-laws, Council approved some capital projects be financed thru debt as shown in Appendix B, C and D. As projects evolved, financing for expenditures were funded internally. Since the projects have been completed or about to be completed, the Town of Erin is prepared to issue debt.

Municipalities borrow mainly by issuing debentures which are debt instruments not secured by assets. The Town has two options to issue debentures via Infrastructure Ontario or County of Wellington. Both organizations provide competitive interest rates for 10 and 20 year debentures. For example, interest rate quotes for 10 year debentures ranged between 1.93% and 2.094% and are subject to change until debenture is secured. However, the main difference is that by pooling debt with other municipalities in the County of Wellington, it facilitates the funds quicker and generates savings on legal costs. Moreover, the *Municipal Act, 2001* subsection 404(2)(a), allows the County of Wellington to act as an agent to lower tier municipalities, such as Town of Erin, and negotiate on our behalf with Council approval of an application by-law.

To be consistent with past practice and preference of surrounding municipalities, the Town prefers 10 year loans with a renewal at the end of the period. However, due to low interest rates, some capital projects with a longer than 10 years useful life were selected for a 20 year debenture.

The projects that were approved by Council are listed below.

<u>Department</u>	<u>Project</u>	<u>Budget Year</u>	<u>Budgeted Project Cost*</u>	<u>Budgeted Debt</u>	<u>Loan Term</u>
<b>Fire</b>	Custom Pumper	2015	\$264,000	<b>\$260,000</b>	<b>10</b>
	Rescue Truck	2016	\$257,000	<b>\$257,000</b>	<b>10</b>
<b>Fire</b>	Breathing Apparatus	2015	\$240,000	<b>\$240,000</b>	<b>10</b>
<b>Fire</b>	Station 50 Completion	2014	\$447,672	<b>\$272,000</b>	<b>20</b>
<b>Roads</b>	17 Sideroad Construction	2016	\$774,988	<b>\$224,000</b>	<b>20</b>
<b>Roads</b>	George St Reconstruction	2015	\$267,130	<b>\$267,000</b>	<b>20</b>
		2016	\$131,000	<b>\$71,000</b>	<b>20</b>
<b>Roads</b>	Winston Churchill Bridge	2016	\$700,000	<b>\$700,000</b>	<b>20</b>
<b>Roads</b>	Culvert 2061 Replacement	2015	\$500,000	<b>\$255,000</b>	<b>10</b>
				<b>\$4,808,473</b>	<b>\$2,546,000</b>

\*Projects are funded from various sources such as reserves, development charges etc.

### **Financial Impact:**

The annual repayment amount is dependent on the rate available at the time of debenture issuance. The repayment costs are estimated at \$200,000 and will be included in the Draft 2017 Operating Budget or until we have a payment plan. The Town's 2016 repayment limit is \$1,821,813. For 2017, the Town has repayment commitment of \$220,508 on a total debt of \$2,013,746 demonstrating that there is sufficient capacity to accommodate a new debenture issuance.

### **Consultation:**

Interim CAO and Treasurer at the County of Wellington

**Communications Plan:**

This report is available publicly.

**Conclusion:**

Council is requested to authorize the County of Wellington to issue long term debt on behalf of the Town of Erin for capital projects in the amount of \$2,546,000.

**Appendices:**

Appendix A – Draft By-Law

Appendix B

Appendix C

Appendix D

**THE CORPORATION OF THE TOWN OF ERIN**

**By-Law # 16 -**

**A By-law to authorize an application by the Corporation of the Town of Erin (THE “Applicant Municipality”) To the Corporation of the County of Wellington requesting the Corporation of the County of Wellington to incur debt and issue debentures in respect of capital works of the applicant municipality**

**Whereas** subsection 401(1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

**And Whereas** subsection 401(2)(a) of the Act provides that the municipal purposes referred to in subsection 401(1) include, among other purposes, in the case of an upper-tier municipality, the purposes or joint purposes of one or more of its lower-tier municipalities;

**And Whereas** subsection 404(1) of the Act provides that a municipality may incur debt and issue debentures for another municipality under subsection 401(2)(a) only if the other municipality applies to the municipality and the municipality agrees;

**And Whereas** subsection 408(2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

**And Whereas** The Corporation of the County of Wellington (the “**Upper-tier Municipality**”), has indicated that it is prepared to incur debt and issue debentures pursuant to section 404 of the Act in respect of the capital works of the Applicant Municipality (individually a “**Capital Work**”, collectively the “**Capital Works**”) set out in Schedule “A” attached hereto and forming part of this By-law (“**Schedule “A”**”) on the basis that the Upper-tier Municipality will issue debentures (the “**Debenture Issue**”) on its own behalf and on behalf of any one or more of its lower-tier municipalities (collectively the “**Applicant Municipalities**”);

**And Whereas** National Bank Financial Inc. (“**NBF**”) and RBC Dominion Securities Inc. will be or have been appointed as the Upper-tier Municipality’s fiscal agents (with NBF as the lead manager of the fiscal agents) in connection with the Debenture Issue;

**And Whereas** in connection with the Debenture Issue, the Upper-tier Municipality and the Applicant Municipalities have authorized or are expected to authorize the issue of debentures for the respective capital works of the Upper-tier Municipality and each of the Applicant Municipalities, including the Capital Works;

**And Whereas** the Applicant Municipality deems it to be expedient to participate in the Debenture Issue and accordingly deems it to be appropriate to apply to the Council of the Upper-tier Municipality pursuant to section 404 of the Act requesting the Upper-tier Municipality to incur debt and issue debentures of the Upper-tier Municipality in respect of the Capital Works to be long-term financed through the Debenture Issue or, as NBF and the Upper-tier Municipality may otherwise determine to be appropriate, as set out below;

**And Whereas** NBF and the Upper-tier Municipality, in consultation with the Applicant Municipality, may determine that, based on current market conditions, it is appropriate to reduce the principal amount of the debenture issue to an amount less than the maximum aggregate principal amount of \$2,700,000 and in this connection the Treasurer of the Applicant Municipality will provide the Upper-tier Municipality with written confirmation that for purpose of the Debenture Issue it is appropriate for the Upper-tier Municipality to issue debentures on behalf of the Applicant Municipality in a specified lesser principal amount;

**And Whereas** before authorizing the Capital Works the Applicant Municipality had its Treasurer update its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to authorizing each Capital Work and before authorizing any additional cost amounts and any additional debenture authorities in respect thereof (if any), the Treasurer determined that the estimated annual amount payable in respect of each Capital Work, each such additional cost amount and each such additional debenture authority would not cause the Applicant Municipality to exceed the updated limit and that the approval of each Capital Work, each such additional cost amount and each such additional debenture authority by the Ontario Municipal Board was not required;

**Now therefore the Council of the Corporation of the Town of Erin enact as follows:**

1. The application to the Council of the Upper-tier Municipality requesting the Council of the Upper-tier Municipality to incur debt and issue debentures for the Applicant Municipality in respect of the Capital Works in 2016 in the maximum principal amount of \$2,700,000 “the Debentures” or, in such reduced principal amount as NBF and the Upper-tier Municipality may otherwise determine to be appropriate up to a maximum term of years as specified in Schedule “A”, is hereby approved and this By-law constitutes such application.
2. In the event that NBF and the Upper-tier Municipality determine that, based on current market conditions it is appropriate to reduce the maximum principal amount of the Debentures, the Treasurer of the Applicant Municipality is hereby



authorized to provide the Upper-tier Municipality with written confirmation that for purposes of the Debenture Issue it is appropriate for the Upper-tier Municipality to issue the Debentures for the Applicant Municipality in the specified lesser principal amount.

- 3. The Treasurer of the Upper-tier Municipality is hereby authorized to negotiate and settle, on the Applicant Municipality’s behalf with NBF, subject to the provisions hereof, the terms and conditions in respect of the Debentures, including, without limitation, the applicable rate(s) of interest, the type(s) of debentures and any other aspect relating to the pricing of the Debentures, all as such Treasurer considers appropriate and expedient.

Passed in Open Council on **October 18<sup>th</sup>, 2016.**

\_\_\_\_\_

**Mayor**

\_\_\_\_\_

**Clerk**

**The Corporation of the TOWN OF ERIN  
Schedule "A" to By-law Number**

<b>Capital Work</b>	<b>Loan Amount</b>	<b>Maximum Term of Years</b>
Custom Pumper Rescue Truck	\$517,000	10
Breathing Apparatus	\$240,000	10
Station 50	\$272,000	20
17 Sideroad Construction	\$224,000	20
George St Reconstruction	\$338,000	20
Winston Churchill Bridge	\$700,000	20
Culvert 2061 replacement	<u>\$255,000</u>	10
	<b>\$2,546,000</b>	

TOWN OF ERIN  
CAPITAL BUDGET 2014  
BY-LAW # 14- \_\_\_\_\_  
SCHEDULE "B"

## SOURCES OF CAPITAL FUND EXPENDITURES AND FINANCING

BY DEPARTMENT	2014 BUDGET CAPITAL Expenditures	SOURCES OF FINANCING							
		Contributions from Own Funds				CAPITAL GRANTS			Other Municipalities and Boards
		Revenue Fund (Taxes, Fees)	Other Revenue (Donations, Sales fundraising)	Reserves, and Reserve Funds	Long Term Liabilities (new debt)	Ontario	Canada	Other	
<b>GENERAL GOVERNMENT</b>									
ADMINISTRATION	\$111,700	\$43,220		\$68,480					
sub	\$111,700								
<b>PROTECTION SERVICES</b>									
BUILDING	\$36,810		\$5,960	\$30,850					
BYLAW ENFORCEMENT	\$0								
CONSERVATION AUTHORITIES	\$0								
FIRE & EMERGENCY	\$766,891	\$11,178	\$13,000	\$106,541	\$636,172				
ANIMAL CONTROL	\$0								
sub	\$803,701								
<b>PUBLIC WORKS</b>									
ROADS & BRIDGES	\$1,800,112	\$617,953	\$32,000	\$838,309		\$311,850			
STREETLIGHTING	\$50,000			\$50,000					
WATER SYSTEMS	\$1,333,479		\$8,800	\$640,879	\$683,800				
ENVIRONMENTAL SERVICES	\$120,000			\$120,000					
sub	\$3,303,591								
<b>RECREATION &amp; CULTURE</b>									
HILLSBURGH COMM CENTRE	\$8,700	\$7,700	\$1,000						
ERIN COMMUNITY CENTRE	\$72,300	\$19,500		\$52,800					
CENTRE 2000/THEATRE	\$20,000	\$20,000							
BALLINAFAD COMM CENTRE	\$0								
HILLSBURGH PARKS	\$31,000	\$6,000		\$25,000					
ERIN TENNIS	\$12,000			\$12,000					
GENERAL RECREATION	\$5,000			\$5,000					
sub	\$149,000								
<b>PLANNING &amp; COMMUNITY DEVELOPMENT</b>									
PLANNING	\$0								
OTHER PROPERTIES	\$0								
BIA	\$0								
sub	\$0								
<b>TOTALS 2014</b>	<b>\$4,367,992</b>	<b>\$725,551</b>	<b>\$60,760</b>	<b>\$1,949,859</b>	<b>\$636,172</b>	<b>\$683,800</b>	<b>\$311,850</b>	<b>\$0</b>	<b>\$0</b>

TOWN OF ERIN  
2015 BUDGET  
BY-LAW # 15-  
SCHEDULE "B"

Project Description	Future Project Contribution To Reserves in 2015	CAPITAL BUDGET 2015	SOURCES OF FINANCE						2015 Net Tax Funding
			Grants	Donations & Recoveries	Reserves	Reserve Funds	Development Charges	Debt	
<b>General Government</b>									
Operational Review		\$ 46,810			\$ 46,810				\$ -
Organization & Compensation Review (Start-up 25%)		\$ 12,500							\$ 12,500
Upgrades: hardware & software (All Departments)		\$ 34,560							\$ 34,560
Fibre Optics Project		\$ 8,780							\$ 8,780
File System (Clerk) - to Reserves only	\$ 15,000								\$ -
Telephone System Upgrade - to Reserves only	\$ 10,000								\$ -
LED Roadside Notice Board		\$ -							\$ -
Municipal Offices - Entrance Sign		\$ 8,300							\$ 8,300
Municipal Offices - foyer renovation (CAO) design only		\$ 5,000							\$ 5,000
Municipal Offices - roof shingles		\$ 25,000							\$ 25,000
Municipal Offices - Solar Panel project (application denied)		\$ -			\$ -				\$ -
<b>General Government - Total</b>		\$ 140,950			\$ 46,810				\$ 94,140
<b>Fire</b>									
Erin Firehall - Generator		\$ 35,000			\$ 35,000				\$ -
Rescue UTV + trailer & equipment		\$ 35,000		\$ 4,700	\$ 30,300				\$ -
Breathing Apparatus, 32 sets & 100 bottles		\$ 240,000						\$ 240,000	\$ -
Custom Pumper Rescue Truck- chassis only		\$ 264,000		\$ 4,000				\$ 260,000	\$ -
Portable pumps x 2 - including accessories		\$ 10,400							\$ 10,400
Portable Signs x 2		\$ 10,000							\$ 10,000
Erin Firehall - Solar Panel Project alternative application		\$ 30,000			\$ 30,000				\$ -
<b>Fire - Total</b>		\$ 624,400	\$ -	\$ 8,700	\$ 95,300	\$ -	\$ -	\$ 500,000	\$ 20,400
<b>Roads</b>									
Rural Reconstruct - 17 Sideroad, sec 300, 310, 320		\$ 624,000	\$ 175,850		\$ -	\$ 241,819	\$ 206,331		\$ -
Station St Rehabilitation, includes Bridge 2064 (E.A.)		\$ 145,057			\$ 145,057				\$ -
Roads Shop -exhaust windows, floor, roof, sink, electrical		\$ 100,000			\$ 25,000				\$ 75,000
Culvert 2061 Cedar Valley - Construction		\$ 500,000	\$ 59,729		\$ 150,000		\$ 255,000		\$ 35,271
Hard Surface approx 1.5 km		\$ 60,000							\$ 60,000
GIS Mapping		\$ 35,000			\$ 35,000				\$ -
Pulverize & Resurface - 2nd Line, section 00720		\$ 350,000	\$ 136,000		\$ 214,000				\$ -
Replace Bridge 2045 -4th Line, File EA, complete Design		\$ 35,000							\$ 35,000
Replace Pickup #10 - 2008 Dodge Ram		\$ 40,000		\$ 5,000					\$ 35,000
Urban Reconstruct -George St, section 01422		\$ 267,130					\$ 267,130		\$ -
Urban Reconstruct -Daniel at English, engineer drainage		\$ 50,000					\$ 17,000		\$ 33,000
Sidewalk & Drainage, Erin Main St Nth- to Reserves only	\$ 70,000								\$ -
<b>Roads - Total</b>		\$ 2,206,187	\$ 371,579	\$ 5,000	\$ 569,057	\$ 241,819	\$ 223,331	\$ 522,130	\$ 273,271
<b>Water</b>									
Replace pickup #11 (2004) with F250 4x4 dump box		\$ 56,000			\$ 56,000				\$ -
Well House data loggers x 4		\$ 40,000			\$ 40,000				\$ -
Water Rate Study & Financial Plan		\$ 19,000			\$ 19,000				\$ -
Meter Replacement Program -initial survey (20Erin+10H)		\$ 11,000			\$ 11,000				\$ -
Green Energy Conservation Plan		\$ 16,000			\$ 16,000				\$ -
<b>Water - Total</b>		\$ 142,000			\$ 142,000				\$ -
<b>Environmental</b>									
Prepare Terms of Reference -Waste Water legal engineer		\$ 52,800				\$ 26,400	\$ 26,400		\$ -
Prepare Terms of Reference -Water legal & engineering		\$ 35,500				\$ 17,750	\$ 17,750		\$ -
SSMP - Environmental Assessment > Water (50%)		\$ 202,290				\$ 42,430			\$ 159,860
SSMP - Environmental Assessment > Waste Water (1/3)		\$ 200,000				\$ 42,430			\$ 157,570
<b>Environmental - Total</b>		\$ 490,590				\$ 129,010	\$ 44,150		\$ 317,430
<b>Hillsburgh Community Centre</b>									
Replace boards at ice surface		\$ 113,510			\$ 74,000				\$ 39,510
<b>Centre 2000</b>									
Desuperheater - Burnside report (Energy CDM Plan)		\$ 25,000			\$ 10,000				\$ 15,000
Centre 2000 Sewage Agreement		\$ 20,000							\$ 20,000
Water Bottle filling station X 2		\$ 6,000		\$ 3,000					\$ 3,000
<b>Hillsburgh Ball Parks</b>									
Barbour Fields facility roof		\$ 15,000							\$ 15,000
Playground replacement - Victoria Park		\$ 30,000		\$ 1,000		\$ 29,000			\$ -
<b>Ballinafad Community Centre</b>									
Floor - main hall		\$ 11,000		\$ 6,000	\$ 5,000				\$ -
Furnaces x 2 - To Reserves only	\$ 5,165	\$ -							\$ -
Air conditioning - To Reserves only	\$ 3,185	\$ -							\$ -
<b>Tennis</b>									
Surface five courts		\$ 75,000			\$ 39,210				\$ 35,790
<b>Tennis - Total</b>		\$ 295,510	\$ 10,000	\$ 118,210	\$ 39,000				\$ 128,300
<b>Total 2015 Capital Projects</b>	\$ 103,350	\$ 3,899,637	\$ 371,579	\$ 23,700	\$ 971,377	\$ 409,829	\$ 267,481	\$ 1,022,130	\$ 833,541



# Trails Committee Meeting

**Meeting called by:** Robyn Mulder - Economic Development Officer / Martin Rudd **Type of meeting:** Monthly

**Chair Persons:** Robyn Mulder - Economic Development Officer / Martin Rudd **Secretary:** Mélodie Rose

**Attendees:** Robyn Mulder - Economic Development Officer, Martin Rudd, Rob Smith-Town of Erin Councillor, Ted Forrest, Joanne Kay, Don Chambers, Trevor Crystal, Mélodie Rose

**Call to Order:** 6:02pm Introductions to our newest member, Trevor Crystal. Welcome Trevor!

**Approval of the Agenda:** 6:17pm We need to prioritize the list. **Declaration of Conflict & Interest Therein** – N/A

**Adoption of Minutes:** 6:18pm Ted proposed; Don seconded.

## Minutes

**Agenda item:** SIGNS

### Discussion:

Al Hale from Signs & Wraps met with Robyn, Martin and Mélo in August to discuss where we are with the signs and what we want going forward. Martin did a walkabout with Al to review all the signs. They took pictures of existing signs and Al measured their size and will come back with proposed sizes of what they should be. A portion of the County funds for Riverwalk can be used for these trail signs. Phil Gravelle gave Robyn all of the logos for the trails signage and these have been supplied to Al, who will, in turn, create new templates for us with a couple of options. Martin will bring these back to the committee to be voted upon.

### Conclusions:

1. We'll replace signs section by section, starting with the Water Tower Trail.
2. Martin will be the point person to work with Signs & Wraps.
3. We'll order 25 arrows and 25 shamrocks to start.

### Action items

- Obtain new template options
- Order 25 shamrocks and 25 arrows
- Woollen Mills sign – remove Rotary logo from this sign with redesigns

### Person responsible Deadline

- Martin ➤ Next meeting
- Martin ➤ Next meeting
- Martin ➤ T.B.D.

**Agenda item:** STORYBOARDS AT DIFFERENT POINTS

**Discussion:** Rob spoke with Mayor Allan Alls about having trail access to his property beside the Water Tower. He said yes and has insurance. The next owner apparently had an agreement previously, but his property is now for sale and there is a building parcel on this property. The new Buyer may not allow access for trails and Al might be selling his parcel of land to this potential future owner.

**Conclusions:** We will replace the sign that is at the end of the Water Tower Trail with the new text, and keep the old sign in case we can no longer have access once the property is sold.

### Action items

### Person responsible Deadline



- If we do approach any land owners in the future, we need to create a form letter from the Town
- Rob/Robyn
- T.B.D.

**Agenda item: GREENBELT MICROGRANTS**

**Discussion:** We have money from County, but it's better to use the grants when we can.

**Conclusions:** Greenbelt funding can also help fund Riverwalk

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
➤ Go online & get details – Friends of the Greenbelt Conservation	➤ Robyn/Martin/Rob	➤ T.B.D.

**Agenda item: WEBSITES & TRAILS VIDEO**

**Discussion:** Ken Sutherland doesn't do drone video. Robyn approached Fire Chief Dan Callaghan if he could use his drone to video sections of the trail as we replace the signs and he said it could be done.

**Conclusions:** As we replace signs along sections of the trail, ask Dan Callaghan to take drone video of each section.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
➤ Ask Dan Callaghan to video sections of trails as completed	➤ Robyn	➤ Ongoing
➤ Get Town to update Town website with new video	➤ Rob	➤ T.B.D.

**Agenda item: SOCIAL MEDIA**

**Discussion:** Our newest member, Trevor, is interested in assisting with Social Media for the Trails Committee.

**Conclusions:** The Town doesn't have a Social Media policy. There should at least be parameters for Social Media. The ECT have a Facebook page. Trevor will develop something. We could post Trails related events – EWCS Pole Walk; Wheelchair Cycling, as well as Town events, and other applicable events.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
➤ Create a Social Media presence and post regularly	➤ Trevor	➤ Ongoing

**Agenda item: MONTHLY NEWSLETTER**

**Discussion:** The newsletter 'Erin in the Loop' goes out to local businesses on a monthly or as needed basis, usually not more than twice per month.

**Conclusions:** We need to create a Trails component for the monthly newsletter.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
➤ Create trails component for monthly newsletter.	➤ T.B.D.	➤ T.B.D.

**Agenda item: CANADA'S 150 YEAR CELEBRATION**

**Discussion:** Green Legacy said that we can ask for bigger pots for the trees & pick them up. We should do a tree audit along the Deer Pit and the hill along the Rotary Trail before we talk to Green Legacy for our 150th Year Celebration; which trees survived; which ones didn't. There was an audit list previously done about which trees would disappear over time and which are going to be growing 10 years from now. Bart Brusse works at Sheridan Nurseries. They ought to have a list of trees. CVC grows native trees. Green Legacy is asking for community involvement. It would be a great opportunity for a photo op for Michael Chong and Ted Arnott. Earth Day is April 20<sup>th</sup> and not good for tree planting but we could plant trees in the fall.

**Conclusions:** The Trails Committee voted YES, we want to be part of the 150<sup>th</sup> Year Celebration with Green Legacy. We need to think about which day and where we want our 150 tree planting celebration to take place.

**Action items**

- Get list of 'Trees for the Future'
- Come back at next meeting with ideas for when and where

**Person responsible**

- Martin/Robyn
- Committee members

**Deadline**

- Next meeting
- Next meeting

**Agenda item:**      **INTEGRATED TRAILS STRATEGY**

**Discussion:** There is a region-wide integrated trails strategy. We are part of RTO4 and as part of the Headwaters, we're also part of RTO6, which is the 'Central Counties'. There are grant opportunities here. We (the Town of Erin) can put in \$1500 and the Integrated Trails Strategy group will incorporate us into their trails strategy. See attached letter and emails.

**Conclusions:** When Robyn gets the list of what's required, she'll bring it back to the committee. They have video and photo ops, and on our behalf, Robyn has agreed to photos (stills), which we can use in any of our marketing. The Town has ear-marked \$2500 for these photos, which will encompass 5-6 days of full photo shoots. We'll look at covering the 4 seasons.

**Action items**

- Bring list of what's required to the committee
- Determine days for photo shoot(s)

**Person responsible**

- Robyn
- Committee

**Deadline**

- T.B.D.
- T.B.D.

**Agenda item:**      **WORK REQUIRED ON THE ELORA CATARACT TRAIL**

**Discussion:** CVC has no money for this project. Ted spoke to Mayor Allan Alls about road markings. Painted road sections tend to be destroyed over time. Better to change the texture of the sections of road, similar to Halton Hills. The Town is currently in talks with the County for cross-walks, so we might be able to add road signage/road retexturing. We also need to add signage where trails cross each section of road. Ted spoke with the Equestrian group and they're not aware when the horse is releasing on the trail, and they're unable to get off the horse to pick up after them. Maybe we can get high school students volunteer hours to pick up/clean up sections of the trail. A bigger problem is that some people take their horses on the ECT prior to May 31<sup>st</sup> and this causes major divots on the trail. We don't have anyone to police when they use the trail nor if they pick up after their horses. Trail brush has not yet been removed.

**Conclusions:** The work required on the ECT is now moved to the 'wish list'. Ted and Rob will approach the roads departments for signage/markings/retexturing. Trail brush will be removed by Martin, Rob & Trevor

**Action items**

- Raymond & Donna Revell are looking for the 2 missing pics
- Speak with Roads Department regarding road markings (Dundas)
- Speak with County regarding road markings (Trafalgar/Wellington 124)
- Chase funding from ECT
- Remove brush on section of ECT near Hillsburgh gas station

**Person responsible**

- Robyn/Martin
- Ted
- Rob
- Robyn
- Martin/Rob/Trevor

**Deadline**

- Next meeting
- Next meeting
- Next meeting
- Ongoing
- T.B.D.

**Meeting Adjourned:**

7:46pm



### *Next Meetings*

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**Riverwalk Feasibility Study Presentation to Council** (Financial Options) → September 13, 2016 @ 6:30pm at the Town

**Trails Committee Meeting** → September 28, 2016 @ 6pm at the Town of Erin Root Cellar.



56 Alexandra Ave.,  
Waterloo, Ontario  
N2L 1L5

Phone: 519-884-5549  
blackport\_hydrogeology@rogers.com

October 11, 2016

Mr. Joe Babin  
Water Superintendent,  
Town of Erin,  
5684 Trafalgar Road  
RR # 2 Hillsburgh, Ontario  
NOB 1Z0

Dear Mr. Babin

Re: Review of Nestle Waters Canada, 2015 Annual Monitoring Report,  
Erin Spring Site

Nestle Waters Canada (Nestle) has a water supply well (TW1-88) located west of Hillsburgh. It is operated under Permit to Take Water (PTTW) Number 3719-8UZMCU issued by the Ministry of the Environment and Climate Change (MOECC) September 28, 2012 and expiring on August 31, 2017. Historical information shows the well was constructed in 1988 on part Lots 23 and 24, Concession 7, in the Town of Erin. Nestles owns approximately 75.5 hectares (187 acres) of property around the well. The well has been permitted to take water since 1989, although there was limited water taking in the first 10 years, under previous ownership. Commercial use began in March 2000. Various permits have been issued since that time allowing for a water taking for bottling water purposes at a maximum pumping rate of 773 L/min (170 lpm) and a maximum withdrawal rate of 1,113,000 L/day (244,830 lpd). The current PTTW also allows for a maximum instantaneous rate of 946 L/min and a daily withdrawal of 1,362,240 L/day (299,656 lpm) from April 1<sup>st</sup> to September 30<sup>th</sup>, provided that the average daily taking in one month shall not exceed 1,113,000 L/day. This additional condition in the PTTW was added to allow Nestle to provide additional water for short-term peak demands during the summer months.

The following is noted with respect to the monitoring program and requirements of the PTTW:

- an annual monitoring report is required under the PTTW,
- water taking is monitored on a continuous basis and daily flows are measured and reported,
- water levels are monitored at numerous locations, some continuous and some monthly, in the shallow groundwater, bedrock, wetlands and surface water, including:
  - 9 monitoring well nests with 15 monitors
  - 1 staff gauge (monitors the local pond)
  - 7 piezometer nests with 14 monitors (monitor shallow groundwater)
  - 6 surface water stations (monitor water levels and flows)
  - Monitor 13 private wells on 9 properties,
- precipitation data is provided in the annual report to assess the influence or impact of any significant variations in precipitation patterns on natural fluctuations in groundwater levels and surface water flows, and

- any well interference complaints are provide to the MOECC and measures taken to address the complaints must be reported.

The findings of the 2015 monitoring program show the following:

- Total volumes of water pumped are substantially below the maximum permitted rate, ranging from about 16% to 22% of the permitted rate on a monthly basis. Summer spike rates were not used in 2015.
- The pumping well has not shown a substantial variation in water levels under pumping and non-pumping conditions. There is typically about a 6-7 metre decline in water level at the well itself, under pumping conditions; however, the water level recovers back to or close to the historical static water level when the well is not being pumped. There is no apparent long-term decline in the water level at the well.
- Water levels in bedrock wells do not show any long-term decline as a result of pumping.
- Water levels in the shallow overburden wells do not show any apparent response to pumping from the Nestle well, and typically show a seasonal response to spring recharge and with a decline through the drier late summer and early fall months.
- Surface water monitoring does not show any influence from pumping of the Nestle bedrock well.
- Water level monitoring at the Hillsburgh municipal wells does not show any influence from pumping of the Nestle well.

Several recommendations are presented in the Nestle monitoring report, primarily related to discontinuing the monitoring at some locations, and in some cases replace an existing monitoring well with a new monitoring well. Several homeowners would like to discontinue monitoring of their well. Given that Nestle has a monitoring record of 15 years in many locations there are not any concerns with the recommendations.

In summary, the current water taking rates at the Nestle well have not shown any long-term impact on the groundwater levels and surface water. There is local decline of water levels or "drawdown cone" in the vicinity of the pumping well but this has not expanded over the 15 years of pumping. The current conditions in the PTTW appear to be adequate to ensure that the monitoring program will capture any negative impacts from water taking at the Nestle well.

If you have any questions or require further detail, please do not hesitate to contact me.

Sincerely  
Blackport Hydrogeology Inc.,



Ray Blackport, P. Geo

## Activity List 2016

	Description of Request	Responsibility	Date Directed	Suggested Completion	Status
<b>Open Items</b>					
1	Centre 2000 Shared Use Agreement	CAO		Q4 2016	updates included in qly report
2	Mayor and Reeves Wall of Recognition	TEHC	2-Jun-15	2016	nearing completion
3	Determine the best option for updating the Official Plan	CAO/Planning	13-Jul-15	Q1 2017	
4	Operational Plan - Finalizing 4 year objectives	CAO		Q1 2017	
5	Quarterly Major Project Updates	CAO	1-Sep-15	Each Quarter	
6	Stanley Park Arch and Gates - formal designation	TEHC	20-Jan-15	Q4 2016	
7	Report on procedures, policies and options re: Demolition Permit	CBO/Planning staff	1-Dec-15	TBD	
8	moving forward with necessary processes to add the creation of secondary dwelling units within accessory buildings as a permitted use	CBO/Planning staff	16-Feb-16	TBD	
9	Implement a reward/incentive program for staff finding efficiencies/cost savings	CAO	5-Apr-16	Q4 2016	
10	Report on how new fill by-law is working, and if any amendments would be needed	CBO/Planning staff	4-May-16	Q1 2017	
11	Erin - Main St. Crosswalk	Road Superintendent	9-Aug-16	Q4 2016	
12	Report on the implementation of the 2015-2020 Corporate Strategic Plan	CAO	13-Sep-16	Q4 2016	
13	Report - BMA comparative data and property tax analysis	Director of Finance	13-Sep-16	26-Oct-16	
14	Report on an accessibility assessment on municipal buildings	Interim CBO	13-Sep-16	TBD	
15	Report on current standard parking space and aisle widths - during review of Zoning By-law	Planning	13-Sep-16	TBD	
16	Report regarding transitioning to LED streetlighting	Road Superintendent	13-Sep-16	Q4 2016	
17	Report on recommendations in Riverwalk Feasibility Study	Economic Development Officer	13-Sep-16	Q4 2016	
18	2017 Work Plans	CAO		Q1 2017	
19	Review Pits and Quarries By-law	CAO	4-Oct-16	2017	

## Activity List 2016

<b>Description of Request</b>	<b>Responsibility</b>	<b>Date Directed</b>	<b>Suggested Completion</b>	<b>Status</b>
Review Procurement by-law including local purchasing preference provisions	CAO	4-Oct-16	Q1 2017	

20



## Stage II Engagement Sessions Summary Report

Prepared by Lura Consulting and Planning Solutions Inc. for:  
 The Ministry of Natural Resources and Forestry  
 August 2016





COUNTY OF WELLINGTON

KIM COURTS  
 DEPUTY CLERK  
 T 519.837.2600 x 2930  
 F 519.837.1909  
 E kimc@wellington.ca

74 WOOLWICH STREET  
 GUELPH, ONTARIO  
 N1H 3T9

October 4, 2016

Wellington County Member Municipality Clerks

**Re: Parking By-Law 5000-05 Amendments**

Dear Clerks,

In the spring of 2016, the parking by-law working group met to review the Parking By-Law and the following items were reviewed for amendment:

- the definition of "Boulevard"
- the definition of "Shoulder"
- added an offence for parking on a Boulevard
- added an offence for parking on a Shoulder

At its meeting held on September 22, 2016 Wellington County Council approved the following recommendation from the Police Services Board:

**That staff be directed to prepare an amending by-law to Parking By-law 5000-05 to include the proposed changes as presented by Ms. Kelly-Ann Wingate, Parking, Licensing and Alarm Coordinator; and**

**That the member municipal clerks be requested to present the same amending by-law to their Councils for enactment.**

Please see the attached by-law passed by County Council on Thursday, September 22, 2016.

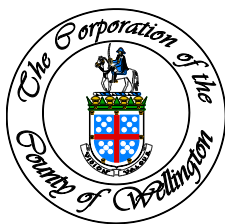
Once your Councils have passed the amending by-law, please forward 2 certified copies to my attention.

If you have any questions, please contact Kelly-Ann Wingate at [kellyannw@wellington.ca](mailto:kellyannw@wellington.ca) or 519.837.2600 x 2510.

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts  
 Deputy Clerk



**THE CORPORATION OF THE COUNTY OF WELLINGTON**

**BY-LAW NUMBER 5487-16**

A By-law to amend By-Law Number 5000-05.

**WHEREAS** the Council of the Corporation of the County of Wellington has adopted Parking By-Law Number 5000-05;

**AND WHEREAS** the Council of the Corporation of the County of Wellington deems it necessary and expedient to amend Parking By-Law Number 5000-05;

**NOW THEREFORE** the Council of The Corporation of the County of Wellington enacts as follows:

**TITLE**

1. This Bylaw may be cited as "Parking Amendment Bylaw 2016".

**DEFINITIONS**

2. Section 1 of Parking By-Law 5000-05 be amended as follows:

- a) The definition of "boulevard" be deleted and replaced by the following:

"boulevard" means that portion of every road allowance which is not used as a sidewalk, driveway, traveled roadway or shoulder including any area where grass is growing or is seeded, or where an earth surface exists.

- b) The following defined term is inserted after "sidewalk" :

"shoulder" means that portion of every highway which abuts the roadway and which is designed and intended for passage and stopping of motor vehicles which extends no more than 3.6 metres in width from the limit of the roadway.

**PARKING OFFENCES**

3. Section 9 of Parking By-Law 5000-05 be amended by inserting the following new clauses:

9.40 No person shall park a vehicle on a boulevard.

9.41 No person shall park a vehicle on the shoulder of a roadway.



**GENERAL**

4. Subject to the amendments made in this By-Law, in all other respects, By-Law 5000-05, including the Schedules thereto, is hereby confirmed unchanged.
5. This By-Law shall come into force and effect on the date of its passing and enactment.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED SEPTEMBER 22, 2016.**

---

**GEORGE BRIDGE, WARDEN**

---

**DONNA BRYCE, COUNTY CLERK**

## THE CORPORATION OF THE TOWN OF ERIN

### BY-LAW 5000-05 (indexed as # 05-04)

Being a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Town of Erin and to repeal By-law 4500-00 (indexed as # 00-35 and amends thereto).

Whereas the Municipal Act, 2001, provides that every Council may pass such by-laws;

Now therefore the Council of the Corporation of the Town of Erin enacts as follows:

#### Definitions:

1. For the purposes of this by-law:

“angle park” or “angle parking” means the parking of a vehicle whether occupied or not at an angle indicated by pavement markings or properly worded signs for angle parking purposes, or if not indicated by such pavement markings or signs at an angle of forty-five (45) degrees from the lateral curb line;

“angle parking zone” means an area on a highway where properly worded signs are on display, indicating that angle parking is permitted, as designated in Schedule “A” to this by-law;

“boulevard” ~~means a portion of public property whether paved or not adjoining a roadway;~~means that portion of every road allowance which is not used as a sidewalk, driveway, traveled roadway or shoulder including any area where grass is growing or is seeded, or where an earth surface exists.

“bus” means a vehicle designed for carrying ten or more passengers and used for the transportation of persons;

“bus stop” means an area on a highway where properly worded signs are on display indicating that the area is reserved for the parking of buses as designated in Schedule “B” to this by-law;

“by-law enforcement officer” means a duly authorized person appointed by the Town of Erin for the purpose of enforcing the parking or stopping provisions of this by-law;

“commercial motor vehicle” means a motor vehicle with a combined gross weight exceeding 4,500 kilograms having permanently attached thereto a truck or delivery body and includes ambulances, hearses, casket wagons, fire apparatus, buses and tractors used for hauling purposes on the highways;

“crosswalk” means:

- a) that part of a highway at an intersection that is included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or in the absence of curbs from the edges of the roadway, or
- b) any portion of a highway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings upon the surface of that highway;

“designated parking space” means a parking space upon a highway or on a municipal parking lot or on municipal property where properly worded signs or pavement markings are on display indicating that the parking space is designated for

the use of a vehicle displaying a currently valid parking permit issued by the Town of Erin as designated in Schedule "C" to this by-law;

"disabled person parking space" means a parking space upon a highway or on a public parking lot or on private property where properly worded signs or pavement markings are on display indicating that the parking space is designated for the use of a vehicle transporting a disabled person or persons;

"disabled person parking permit" means a parking permit issued by the Minister of Transportation under the authority of Regulation 581 to the Highway Traffic Act (Revised Status of Ontario, 1990 Chapter H.8);

"driveway" means an access from a highway to private or public property used by vehicles to enter or leave that highway;

"emergency vehicle" means,

- a) a fire department vehicle while responding to a fire alarm or other emergency call; or
- b) a vehicle while used by a person in the lawful performance of his or her duties as a police officer; or
- c) an ambulance while responding to an emergency call or being used to transport a patient or injured person in an emergency situation; or
- d) a cardiac arrest emergency vehicle operated by or under the authority of a hospital.

"fire route" means an area on a highway or on a public parking lot or on private property where properly worded signs are on display indicating that parking is prohibited in order to provide fire department and other emergency vehicles unobstructed access to adjacent properties in the event of fire or other emergency;

"highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, laneway, viaduct or trestle any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

"intersection" means the area embraced within the prolongation or connection of the lateral curb lines or if none then of the lateral boundary lines of two or more highways that join one another at an angle whether or not one highway crosses the other;

"municipal parking lot" means an area not on a highway to which the public has access designated for the purpose of providing parking for vehicles as designated in Schedule "D" to this by-law;

"no parking zone" means an area on a highway where properly worded signs are on display indicating that parking is prohibited as designated in Schedule "E" to this by-law;

"no stopping zone" means an area on a highway where properly worded signs are on display indicating that stopping is prohibited as designated in Schedule "F" to this by-law;

"one way street" means a highway where properly erected signs are on display indicating that traffic is to proceed in one direction only;

"park" or "parking" means the standing of a vehicle whether occupied or not except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers;

"pedestrian crossover" means any portion of a highway designated by by-law of a municipality at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs on a highway and lines or other markings on the surface of the roadway as prescribed by the regulations to the Highway Traffic Act;

“police officer” means a member of the Wellington County Ontario Provincial Police providing police services to the Corporation of the Town of Erin;

“roadway” means the part of the highway that is improved, designed or ordinarily used for vehicular traffic but does not include the shoulder and where a highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all of the roadways collectively;

“school bus” means a bus that,

- a) is painted chrome yellow, and
- b) displays on the front and rear thereof the words “school bus” and on the rear thereof the words “do not pass when signals flashing”;

“school bus loading zone” means an area on a highway or on private property as designated by Schedule “G” to this by-law where properly worded signs are on display indicating that parking is prohibited in order to provide school bus(es) with the facility to load or discharge passengers;

“sidewalk” means a piece of public property whether paved or not, adjoining a highway intended for the use of pedestrians;

“shoulder” means that portion of every highway which abuts the roadway and which is designed and intended for passage and stopping of motor vehicles which extends no more than 3.6 metres in width from the limit of the roadway.

“stop” or “stopping” means the halting of a vehicle even momentarily whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or of a traffic control device;

“taxicab” means a vehicle holding a current valid license from the Town of Erin to transport passengers for hire;

“taxicab stand” means an area on a highway as designated by Schedule “H” to this by-law where properly worded signs are on display indicating that parking is prohibited in order to provide taxicabs with the facility to load or discharge passengers;

“temporary no parking zone” means an area on a highway or on a public parking lot where properly worded signs are on display in accordance with the provisions of Section 2 of this by-law;

“time limited parking zone” means an area on a highway where properly worded signs are on display indicating that parking is restricted to certain times and days as designated in Schedule “I” to this by-law;

“traffic control device” means any sign and/or any highway, curb or sidewalk marking or other device whether temporary or not erected or placed under the authority of the municipality for the purpose of guiding or directing traffic;

“vehicle” includes a motor vehicle, commercial motor vehicle, trailer, motorized snow vehicle, horse-drawn vehicle, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power.

## **General Provisions**

### **2. Erection of Temporary No Parking Signs**

The officer in charge of the Ontario Provincial Police providing police services to the Corporation of the Town of Erin or his/her designate shall be responsible for the erection and removal of temporary no parking signs for purposes of fire, disaster,

crowd control and any other occurrence which is deemed to be an emergency within the Town of Erin.

### 3. Fire Routes

- a) A fire route may be located upon a highway, public parking lot or private property where properly worded signs are erected.
- b) A fire route may be located upon private property that is subject to a municipally approved site plan agreement that designates such private property to be a fire route.
- c) A fire route may be located upon private property where the property owner has requested the designation of a fire route and that request has received municipal approval.

### 4. Enforcement and Penalty Provisions

- a) The provisions of this by-law shall be enforced pursuant to the provisions set out in Part II of the Provincial Offences Act.
- b) Any person violating any of the provisions of this by-law is guilty of an offence and upon conviction shall be subject to a fine, exclusive of costs and all such fines shall be recoverable under the provisions of Part II of the Provincial Offences Act.

### 5. Voluntary Payment of Fines

- a) Voluntary payment of a fine for an offence committed under the provisions of this by-law may, upon presentation of the violation tag issued alleging the offence, pay out of Court within 15 days from the date of issuance of the said violation tag, the set fine described upon the face of the tag and upon such payment no further proceedings shall be taken in respect of the alleged offence.
- b) Voluntary payment of a fine may be made at the County of Wellington Administration Centre in Guelph during normal business hours or by mail.

### 6. Deemed Offence by Vehicle Owner

Where a vehicle has been left parking or stopped in contravention of this by-law the owner of the vehicle even though the owner was not the driver of the vehicle at the time of the contravention of the by-law is guilty of an offence and is liable to the fine prescribed for the offence unless at the time of the offence, the vehicle was in the possession of some person other than the owner without the owner's consent.

### 7. Towing of Illegally Parked Vehicles

Where a vehicle is found parked in contravention of any of the parking provisions of this by-law, a police officer may in addition to attaching a parking infractions notice to the vehicle, cause the vehicle to be taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, if any, shall be a lien upon the vehicle which may be enforced in the manner provided in Part III of the Repair and Storage Liens Act.

### 8. Exemptions

The provisions of this by-law shall not, if compliance therewith would be impractical, apply to:

- a) An emergency vehicle, or
- b) A vehicle registered to a municipal corporation or registered to a utility, while actually performing work on behalf of a municipal corporation within the County of Wellington; or while responding to an emergency, or

- c) When the driver or operator of a vehicle is in compliance with the direction of a police officer or of a traffic control device.

### **Parking Offences**

9. Within the Town of Erin,
- 9.1 No person shall park a vehicle upon a highway or on a municipal parking lot in a no parking zone.
- 9.2 No person shall park a vehicle upon a highway less than 1 metre from either edge of a driveway.
- 9.3 No person shall park a vehicle upon a highway in front of the entrance to a driveway so as to prevent ingress to or egress from such driveway.
- 9.4 No person shall park a vehicle upon a highway or on a municipal parking lot or on private property, in a fire route.
- 9.5 No person shall park a vehicle upon a highway within 3 metres of a point on the curb or edge of a highway nearest to a fire hydrant.
- 9.6 No person shall park a vehicle upon a highway with its left wheels or runners as the case may be adjacent to the curb of the highway or where no curb exists the edge of the highway unless otherwise permitted by a traffic control device.
- 9.7 No person shall park a vehicle upon a highway in a time limited parking zone for a period of time in excess of the time designated in Schedule "I" to this by-law.
- 9.8 No person shall park a vehicle upon a highway in a time limited parking zone during a prohibited time as designated in Schedule "I" to this by-law.
- 9.9 No person shall park a vehicle upon a highway with the vehicles right side further than 0.15 metres from the curb of the highway or where no curb exists, the edge of the highway.
- 9.10 No person shall park a vehicle upon a highway or on a municipal parking lot between the hours of 2 and 6 am of any day during the months of November, December, January, February and March of any year.
- 9.11 No person shall park a vehicle upon a highway where painted guide lines exist for the purpose of facilitating parking except within such guide lines.
- 9.12 No person shall park a vehicle upon a highway where parking is permitted under the provisions of this by-law for an unreasonable length of time and in no case for a period longer than 24 consecutive hours.
- 9.13 No person shall park a vehicle on a municipal parking lot for an unreasonable length of time and in no case for a period longer than 24 consecutive hours.
- 9.14 No person shall park a vehicle upon a highway or on a municipal parking lot in a temporary no parking zone.
- 9.14.1 No offence shall be created if the vehicle described in Section 9.14 of this by-law was parked in the temporary no parking zone prior to the erection of temporary no parking signs unless the operator of the vehicle has been requested to move such vehicle by a police officer or by-law enforcement officer and has refused to do so.
- 9.15 No person shall park a vehicle on a sidewalk.
- 9.16 No person shall park a vehicle upon a highway within an intersection.
- 9.17 No person shall park a vehicle upon a highway within 9 metres of an intersection.
- 9.18 No person shall park a vehicle upon a highway in a taxicab stand.
- 9.19 No person shall park a vehicle other than a school bus upon a highway in a school bus loading zone.
- 9.20 No person shall park a vehicle upon a highway in a pedestrian crossover.
- 9.21 No person shall park a vehicle upon a highway within 9 metres of a pedestrian crossover.
- 9.22 No person shall park a vehicle upon a highway in a crosswalk.
- 9.23 No person shall park a vehicle upon a highway within 9 metres of a crosswalk.
- 9.24 Where boulevard parking is permitted no person shall park a vehicle upon the abutting highway or any part thereof.

- 9.25 No person shall park a vehicle upon a roadway in such a manner as to leave available less than 3 metres of the width of the roadway for free movement of vehicular traffic.
- 9.26 No person shall park a vehicle upon a highway on the roadway side of any vehicle stopped or parked at the edge or curb of the highway.
- 9.27 No person shall park a vehicle other than a bus upon a highway in a bus stop.
- 9.28 No person shall park a vehicle upon a highway for the purpose of repairing, washing or maintenance of the vehicle other than in an emergency.
- 9.29 No person shall park a vehicle upon a bridge unless otherwise permitted by a traffic control device.
- 9.30 No person shall park a vehicle upon a highway or on a municipal parking lot so as to obstruct an access ramp provided for the use of disabled persons.
- 9.31 No person shall park a vehicle upon a highway within an angle parking zone, except at the angle indicated by markings painted upon the highway for that purpose or as indicated by properly worded signs.
- 9.32 No person shall park a vehicle upon a highway or on a municipal parking lot or on private property in a disabled person parking space unless that vehicle is transporting a disabled person or persons and also displays a valid disabled person parking permit issued by the Ontario Ministry of Transportation.
- 9.33 No person shall park a commercial motor vehicle upon a highway between the hours of 1 a.m. and 6 a.m. of the same day for a period of time longer than one hour other than upon a section of highway which is under construction.
- 9.34 No person shall park a commercial motor vehicle on a municipal parking lot unless otherwise permitted by a traffic control device.
- 9.35 No person shall park a vehicle upon a highway within 15 metres of any railroad crossing.
- 9.36 No person shall park a vehicle in a designated parking space unless that vehicle displays a currently valid parking permit issued by the Town of Erin.
- 9.37 No person shall park a vehicle upon a highway in such a manner as to interfere with the movement of traffic or the clearing of snow from the highway.
- 9.38 No person shall park a vehicle on a highway designated as a one way street other than with the vehicle facing in the direction in which it is permitted to proceed.
- 9.39 Where parking is permitted on either or both sides of a highway designated as a one way street the vehicle operator shall park the vehicle with its wheels or runners as the case may be no further than 0.15 metres from the curb of the highway or where no curb exists the edge of the highway.
- 9.40 No person shall park a vehicle on a boulevard.
- 9.41 No person shall park a vehicle on the shoulder of a roadway.

### **Stopping Offences**

- 10. Within the Town of Erin,
  - 10.1 No person shall stop a vehicle upon a highway in a no stopping zone.
  - 10.2 No person shall stop a vehicle upon a highway on the roadway side of any vehicle stopped or parked at the edge or curb of that highway.
  - 10.3 No person shall stop a vehicle upon a highway within 9 metres of an intersection.
  - 10.4 No person shall stop a vehicle other than a bus upon a highway in a bus stop.
  - 10.5 No person shall stop a vehicle, other than a school bus upon a highway in a school bus loading zone.
  - 10.6 No person shall stop a vehicle upon a highway with its left wheels or runners as the case may be adjacent to the curb of the highway or where no curb exists the edge of the highway unless otherwise permitted by a traffic control device.

### **Severability**

11. If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

**Repeal of By-Laws**

12. By-Law number 4500-00 (indexed as #00-35 and amendments thereto) is hereby repealed.

Read a first and second time this 1<sup>st</sup> day of February, 2005.

Read a third time and finally passed this 1<sup>st</sup> day of February, 2005.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



13 Erin Heights Drive  
Erin, Ontario, NOB 1T0

October 2<sup>nd</sup>, 2017

To: Mayor Alls  
Councillors Brennan  
Duncan  
Sammut  
Smith

**For inclusion in the October 4<sup>th</sup> Council meeting as an addendum to the Agenda**

Further to reading Mr. Maieron's letter to the Editor in the Advocate, dated September 28<sup>th</sup>, 2017 my concerns regarding on-going negotiations with the County on the Library land and adjacent property known as "Hillsburgh Mill Pond" remain.

It should be understood that the Town of Erin cannot afford to assume ownership of the pond property because of the related liability and costs for its rehabilitation. (Town staff estimate 1 million dollars for rehabilitation alone which is low compared to other experts.)

In the September 13<sup>th</sup> Council Agenda, page 133 and October 4<sup>th</sup> Council Agenda, page 70 is a resolution that requires explanation as to its content. Does this give the Mayor approval to negotiate a "deal" with the County on an issue that must be part of open discussion at Council meetings. All Councillors, in their election promises agreed to be "Open, transparent and accountable" with the taxpayers of the Municipality.

In the October 4<sup>th</sup> Council package, item 7.4.1, states that the Mayor is to give a verbal report on his activities. All such reports should be in writing and included in the Agenda for that meeting. This allows fellow-Councillors the opportunity to review and ask questions where appropriate. In addition, the public-at-large are then aware of his activity within his mandate.

In Mr. Brennan's Association of Municipalities (AMO) conference notes, which were included in the September 13<sup>th</sup> Council Agenda package, page 106: "To cover present infrastructure deficit would require an annual increase in property taxes of 8.35% through 2025". This increase does not include any Operating expenditures, such as: staff salaries, keeping the roads clear of snow and general Town maintenance.

**Recommendation:**

The Mayor table the following at the next County Council meeting:

The County to remain owner of “Hillsburgh Mill Pond” property. The dam structure to be transferred to the County for rehabilitation as their property. The County include any Operating and On-going maintenance of the “Hillsburgh Mill Pond” in their 2018 Capital/Operating Budget.

If this Recommendation is ignored, or refused, or altered, it is requested that Council explain their reasons, and seek formal approval, of their public, prior to final action.

Respectfully submitted

Pauline Follett  
Resident, Town of Erin

cc: Dina Lundy, Clerk Town of Erin  
Phil Gravelle, Editor, Erin Advocate  
Chris Daponte, Editor, Wellington Advertiser  
George Bridge, Wellington County Warden  
Gary Cousins, Wellington County Planning  
Lou Maieron, Erin resident



Ainley & Associates Limited  
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 Tel: (905) 595-6862 ▪ Fax: (905) 595-6701  
 E-mail [brampton@ainleygroup.com](mailto:brampton@ainleygroup.com)

October 6, 2016

File No. 115157

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

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

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

### Public Consultation

During this period the following was undertaken:

- A project update notice was issued to CMT members and PLC members on September 6, 2016 outlining the work done during the summer
- A meeting was set with the CMT for October 3, 2016 to present the first drafts of work on the septic system survey, Assimilative Capacity Study and Service Area Flow Calculations. An agenda and presentation were also prepared
- Our team continued to receive communications through the established email link on the Town website and responses are being issued on an ongoing basis

### Technical Work

During this period the following was undertaken:

- A first draft of the Septic Survey Technical Memorandum was submitted to Triton and review comments received. The memorandum was revised to incorporate comments and provided to the CMT for discussion at the October 3, 2016 meeting. A first draft of the Sewage Flows Technical Memorandum was submitted to Triton and review comments received. The memorandum was revised to incorporate comments and provided to the CMT for discussion at the October 3, 2016 meeting. It is anticipated that these two reports will be revised to incorporate CMT comments before being resubmitted to the CMT and subsequently to the PLC
- Work continued on evaluation of alternative collection systems. It is anticipated this Technical Memorandum will be presented to the CMT in late October

- Work continued on the identification of alternative treatment plant sites and it is also anticipated that this will be presented to the CMT late October

### **Environmental Work**

During this period the following was undertaken:

- The peer review of the 7Q20 flow in the West Credit River was completed
- First results from the Assimilative Capacity Study were assembled and a presentation of these results provided to the CMT for discussion at the October 3, 2016 meeting

### **Project Schedule**

The project remains approximately two weeks behind schedule. The project goal remains to hold a PIC late November and close out Phase 2 by the end of 2016. Following the CMT meeting on October 3, 2016, a revised plan for completion and review of all work by the CMT and PLC will be prepared and a more accurate date for the first public meeting will be established

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

Sincerely,

**AINLEY & ASSOCIATES LIMITED**



Joe Mullan, P.Eng.  
Project Manager

Encl.

October 6, 2016

Dear Clerks:

### **AMO Seeks Council Resolution**

On behalf of the AMO Board, I would ask you to place the attached resolution on council's next agenda along with this letter.

AMO wants every council to be involved in the *What's Next Ontario?* project. There is a looming fiscal gap facing Ontario's municipalities. *What's Next Ontario?* is about recognizing the gap and seeking sector support for closing it. The response has been impressive, but there's more to be done! We've boiled down the essence of the challenge we face in the next ten years to a one-page resolution. We urge every council in Ontario to adopt the resolution, and reply to AMO by December 1, 2016.

What does it say? We know Ontarians see infrastructure as the number one challenge facing their community. We know that even if we raise property taxes and user fees by inflation (1.8%), we will still be \$3.6 billion short to fix the infrastructure gap, every year for ten years. This is what we need to address. As elected officials, how do we deal with this challenge? What is the best approach? Ontarians already pay the highest property taxes in the country. How high is too high?

We could finance this gap by increasing property taxes. It would require property tax revenue increases of 4.6% annually for 10 years, sector-wide. And, what happens if the federal or provincial governments pull back on future commitments? We know that could mean property tax revenue increases of up to 8.35% annually for 10 years, sector-wide. How might these numbers translate locally as an annual rate increase?

The attached resolution is a starting point. Thank you for bringing this to your council's attention. My e-mail address is on the resolution and I look forward to receiving council's support.

If you have questions, please contact Matthew Wilson, Senior Advisor, [mwilson@amo.on.ca](mailto:mwilson@amo.on.ca), 416-971-9856 Ext. 323.

Yours sincerely,



Lynn Dollin  
AMO President

## WHAT'S NEXT ONTARIO? RESOLUTION

**WHEREAS** recent polling, conducted on behalf of the Association of Municipalities of Ontario indicates 76% of Ontarians are concerned or somewhat concerned property taxes will not cover the cost of infrastructure while maintaining municipal services, and 90% agree maintaining safe infrastructure is an important priority for their communities;

**AND WHEREAS** infrastructure and transit are identified by Ontarians as the biggest problems facing their municipal government;

**AND WHEREAS** a ten-year projection (2016-2025) of municipal expenditures against inflationary property tax and user fee increases, shows there to be an unfunded average annual need of \$3.6 billion to fix local infrastructure and provide for municipal operating needs;

**AND WHEREAS** the \$3.6 billion average annual need would equate to annual increases of 4.6% (including inflation) to province-wide property tax revenue for the next ten years;

**AND WHEREAS** this gap calculation also presumes all existing and multi-year planned federal and provincial transfers to municipal governments are fulfilled;

**AND WHEREAS** if future federal and provincial transfers are unfulfilled beyond 2015 levels, it would require annual province-wide property tax revenue increases of up to 8.35% for ten years;

**AND WHEREAS** Ontarians already pay the highest property taxes in the country;

**AND WHEREAS** each municipal government in Ontario faces unique issues, the fiscal health and needs are a challenge which unites all municipal governments, regardless of size;

**NOW THEREFORE BE IT RESOLVED** that this Council supports the Association of Municipalities of Ontario in its work to close the fiscal gap; so that all municipalities can benefit from predictable and sustainable revenue, to finance the pressing infrastructure and municipal service needs faced by all municipal governments.

Please forward your resolution by December 1, 2016 to:  
AMO President Lynn Dollin [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca).

**THE CORPORATION OF THE TOWN OF ERIN**

**BY – LAW # 16 –**

**Being a by-law to amend By-Law 5000-05 (indexed as #05-04) a by-law to regulate the parking or stopping of vehicles on highways, public parking lots and in some instances, private property within the Town of Erin.**

**WHEREAS** the Council of the Corporation of the Town of Erin has adopted Parking By-law number 5000-05 (indexed as By-law number 05-04);

**AND WHEREAS** the Council of the Corporation of the Town of Erin deems it necessary and expedient to amend Parking By-law Number 5000-05 (indexed as By-law number 05-04);

**NOW THEREFORE** the Council of the Corporation of the Town of Erin **ENACTS AS FOLLOWS:**

**Definitions:**

1. That Section 1 of Parking By-law 5000-05 be amended as follows:
  - a. The definition of “boulevard” be deleted as replaced by the following:
 

“boulevard” means that portion of every road allowance which is not used as a sidewalk, driveway, traveled roadway or shoulder including any area where grass is growing or is seeded, or where an earth surface exists.
  - b. The following defined term is inserted after “sidewalk”:
 

“shoulder” means that a portion of every highway which abuts the roadway and which is designed and intended for passage and stopping of motor vehicles which extends no more than 3.6 metres in width from the limit of the roadway.

**Parking Offences:**

2. That Section 9 of Parking By-law 5000-05 be amended by inserting the following new clauses:
  - 9.40 No person shall park a vehicle on a boulevard.
  - 9.41 No person shall park a vehicle on the shoulder of a roadway.
3. This By-Law shall come into force and take effect upon the final passing thereof.

**Passed in open Council on October 18, 2016.**

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**Mayor**

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**Clerk**

**THE CORPORATION OF THE TOWN OF ERIN**

**By-Law # 16 -**

**Being a By-Law to appoint By-Law Officers  
to enforce Town of Erin By-Law 5000-05  
(indexed as #05-04), and to repeal by-law 14-06**

**WHEREAS** Section 5, Subsection 1 of the Municipal Act, 2001, S.O 2001 c.25 as amended, the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** Section 5, Subsection 3 of the Municipal Act, 2001, S.O 2001 c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** Section 9, of the Municipal Act, 2001, S.O 2001 c.25 as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS**, the Corporation of the Town of Erin deems it appropriate to appoint Larry Van Wyck, Dave Knight and Kevin Watson as By-law Enforcement Officers for the purposes of enforcing Town of Erin By-Law 5000-05 (indexed as #05-04);

**NOW THEREFORE** The Council of the Corporation of the Town of Erin **ENACTS AS FOLLOWS:**

1. That Greg Delfosse, David Knight and Kevin Watson are hereby appointed as By-law Enforcement Officers for the Corporation of the Town of Erin.
2. That the scope of the appointment is limited to the enforcement of Town of Erin By-law 5000-05 (indexed as #05-04).
3. That By-law 14-06 is hereby repealed.
4. This By-law shall come into full force and effect upon final passing thereof.

Passed in Open Council on **October 18<sup>th</sup>, 2016.**

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**Mayor**

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**Clerk**



**THE CORPORATION OF THE TOWN OF ERIN**

**By-Law # 16 -**

**A By-law to authorize an application by the Corporation of the Town of Erin (THE “Applicant Municipality”) To the Corporation of the County of Wellington requesting the Corporation of the County of Wellington to incur debt and issue debentures in respect of capital works of the applicant municipality**

**Whereas** subsection 401(1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

**And Whereas** subsection 401(2)(a) of the Act provides that the municipal purposes referred to in subsection 401(1) include, among other purposes, in the case of an upper-tier municipality, the purposes or joint purposes of one or more of its lower-tier municipalities;

**And Whereas** subsection 404(1) of the Act provides that a municipality may incur debt and issue debentures for another municipality under subsection 401(2)(a) only if the other municipality applies to the municipality and the municipality agrees;

**And Whereas** subsection 408(2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

**And Whereas** The Corporation of the County of Wellington (the “**Upper-tier Municipality**”), has indicated that it is prepared to incur debt and issue debentures pursuant to section 404 of the Act in respect of the capital works of the Applicant Municipality (individually a “**Capital Work**”, collectively the “**Capital Works**”) set out in Schedule “A” attached hereto and forming part of this By-law (“**Schedule “A”**”) on the basis that the Upper-tier Municipality will issue debentures (the “**Debenture Issue**”) on its own behalf and on behalf of any one or more of its lower-tier municipalities (collectively the “**Applicant Municipalities**”);

**And Whereas** National Bank Financial Inc. (“**NBF**”) and RBC Dominion Securities Inc. will be or have been appointed as the Upper-tier Municipality’s fiscal agents (with NBF as the lead manager of the fiscal agents) in connection with the Debenture Issue;

**And Whereas** in connection with the Debenture Issue, the Upper-tier Municipality and the Applicant Municipalities have authorized or are expected to authorize the issue of debentures for the respective capital works of the Upper-tier Municipality and each of the Applicant Municipalities, including the Capital Works;

**And Whereas** the Applicant Municipality deems it to be expedient to participate in the Debenture Issue and accordingly deems it to be appropriate to apply to the Council of the Upper-tier Municipality pursuant to section 404 of the Act requesting the Upper-tier Municipality to incur debt and issue debentures of the Upper-tier Municipality in respect of the Capital Works to be long-term financed through the Debenture Issue or, as NBF and the Upper-tier Municipality may otherwise determine to be appropriate, as set out below;

**And Whereas** NBF and the Upper-tier Municipality, in consultation with the Applicant Municipality, may determine that, based on current market conditions, it is appropriate to reduce the principal amount of the debenture issue to an amount less than the maximum aggregate principal amount of \$2,700,000 and in this connection the Treasurer of the Applicant Municipality will provide the Upper-tier Municipality with written confirmation that for purpose of the Debenture Issue it is appropriate for the Upper-tier Municipality to issue debentures on behalf of the Applicant Municipality in a specified lesser principal amount;

**And Whereas** before authorizing the Capital Works the Applicant Municipality had its Treasurer update its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to authorizing each Capital Work and before authorizing any additional cost amounts and any additional debenture authorities in respect thereof (if any), the Treasurer determined that the estimated annual amount payable in respect of each Capital Work, each such additional cost amount and each such additional debenture authority would not cause the Applicant Municipality to exceed the updated limit and that the approval of each Capital Work, each such additional cost amount and each such additional debenture authority by the Ontario Municipal Board was not required;

**Now therefore the Council of the Corporation of the Town of Erin enact as follows:**

1. The application to the Council of the Upper-tier Municipality requesting the Council of the Upper-tier Municipality to incur debt and issue debentures for the Applicant Municipality in respect of the Capital Works in 2016 in the maximum principal amount of \$2,700,000 “the Debentures” or, in such reduced principal amount as NBF and the Upper-tier Municipality may otherwise determine to be appropriate up to a maximum term of years as specified in Schedule “A”, is hereby approved and this By-law constitutes such application.
2. In the event that NBF and the Upper-tier Municipality determine that, based on current market conditions it is appropriate to reduce the maximum principal amount of the Debentures, the Treasurer of the Applicant Municipality is hereby

authorized to provide the Upper-tier Municipality with written confirmation that for purposes of the Debenture Issue it is appropriate for the Upper-tier Municipality to issue the Debentures for the Applicant Municipality in the specified lesser principal amount.

- 3. The Treasurer of the Upper-tier Municipality is hereby authorized to negotiate and settle, on the Applicant Municipality’s behalf with NBF, subject to the provisions hereof, the terms and conditions in respect of the Debentures, including, without limitation, the applicable rate(s) of interest, the type(s) of debentures and any other aspect relating to the pricing of the Debentures, all as such Treasurer considers appropriate and expedient.

Passed in Open Council on **October 18<sup>th</sup>, 2016.**

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**Mayor**

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**Clerk**

**The Corporation of the TOWN OF ERIN  
Schedule "A" to By-law Number**

<b>Capital Work</b>	<b>Loan Amount</b>	<b>Maximum Term of Years</b>
Custom Pumper Rescue Truck	\$517,000	10
Breathing Apparatus	\$240,000	10
Station 50	\$272,000	20
17 Sideroad Construction	\$224,000	20
George St Reconstruction	\$338,000	20
Winston Churchill Bridge	\$700,000	20
Culvert 2061 replacement	<u>\$255,000</u>	10
	<b>\$2,546,000</b>	

**THE CORPORATION OF THE TOWN OF ERIN**

**By-Law # 16 -**

**A By-law to confirm the proceedings of Council at its Regular Meeting held on October 18, 2016.**

**WHEREAS**, Section 5, Subsection 1 of the Municipal Act, being Chapter 25 of the Statutes of Ontario, 2001, the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS**, Section 5, and Subsection 3 of the Municipal Act the powers of every Council are to be exercised by By-Law;

**AND WHEREAS**, it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Erin at its meeting held **October 18, 2016** be confirmed and adopted by By-Law;

The Council of the Corporation of the Town of Erin **ENACTS AS FOLLOWS:**

- 1. That the action of the Council at its Regular Meeting held on **2016 10 18** in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
- 2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Town to all such documents.
- 3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter of thing referred to in subsection 65 (1) of the **Ontario Municipal Board Act**, R.S.O. 1990, Chapter 0.28, shall not take effect until the approval of the Ontario Municipal Board with respect thereto, required under such subsection, has been obtained.
- 4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with **Environmental Assessment Act**, R.S.O. 1990, Chapter E.18.

Passed in open Council on **October 18, 2016**.

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**Mayor**

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**Clerk**