



TOWN OF ERIN
Regular Council Meeting
AGENDA

October 20, 2015

6:30 PM

Municipal Council Chamber

Pages

1. **Call to Order**
2. **Approval of Agenda**
3. **Public Question Period**
4. **Declaration Pecuniary Interest**
5. **Community Announcements**
6. **Adoption of Minutes** 1 - 14
October 6, 2015 Regular Meeting
October 13, 2015 Special Meeting
7. **Business Arising from the Minutes**
8. **Accounts**
9. **Delegations/Petitions/Presentations**
 - 9.1 Michele Harris, Headwaters Tourism - Presentation, 2016-2019
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10. **Reports**
 - 10.1 **Building/Planning/By-Law**
 - 10.1.1 Gary Cousins, Director Of Planning - Angelstone Farms
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D15-SP03-15 32 Pioneer Drive 160 - 165
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 - 10.2 **Roads**
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 - 10.3 **Finance**

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11.3	Conservation Authorities Agendas and Minutes Grand River Conservation Authority http://www.grandriver.ca/index/document.cfm?Sec=13& Sub1=71 Credit Valley Conservation Authority http://www.creditvalleyca.ca/about-cvc/board-of-directors/board-meetings/	
12.	Closed Session	
	Matters under the following exemptions in the Municipal Act S. 239 (2) :	
	<ul style="list-style-type: none"> • personal matters about an identifiable individual, including municipal or local board employees (Director of Operations, EDO); • labour relations or employee negotiations (HR) • advice that is subject to solicitor-client privilege, including communications necessary for that purpose (conflict of interest act) 	
13.	Return from Closed Session	
13.1	Motion to Reconvene	
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16. Adjournment



Minutes of the Regular Town of Erin Council Meeting

October 6, 2015

1:00 pm

Municipal Council Chamber

PRESENT

Allan Ails

John Brennan

Matt Sammut

Rob Smith

Jeff Duncan

Mayor

Councillor

Councillor

Councillor

Councillor

STAFF PRESENT: Kathryn Ironmonger

Dina Lundy

Sharon Marshall

Larry Wheeler

Harold Knox

Joe Babin

CAO/Town Manager

Clerk

Director of Finance

Financial Analyst

By-Law Officer/Building

Inspector

Interim Water Superintendent

1. Call to Order

Mayor Ails called the meeting to order.

2. Approval of Agenda

Resolution # 15-364

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that the agenda be approved as circulated.

Carried

3. Public Question Period

Roy Val: Regarding the grass cutting tender, how did the cost increase significantly this year, and when will the tender for 2016 be coming out? The tender went to the lowest bidder based on the tenders received. The next

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tender will be out by the end of the year.

Nyola Holliday: Regarding the gavel. Have past Mayors received gifts and were they paid for by taxpayers?

Cannot recall previous Mayors receiving gifts that were paid for by public funds. It was suggested that the Town should have a policy for parting gifts for members of Council to thank them for their service.

4. Declaration Pecuniary Interest

Councillor Duncan - Item 4.1 of the September 15, 2015 Closed Session Agenda, and Item 4.1 of the October 6, 2015 Closed Session Agenda

In accordance with the Municipal Conflict of Interest Act R.S.O. 1990, Chapter M50, I am making an official disclosure that at the September 15, 2015 Council Meeting that during the Closed Session portion of that meeting that I made a Declaration of Pecuniary Interest. It was with respect to discussions that ensued after the introduction of item 4.1 from the Closed Session agenda. In addition, I left the Council chamber for those discussions/decisions.

As per the Record of Disclosure Section 6 und the Act I am required to indicate that I made the above Declaration of Pecuniary Interest at the next Public Council meeting (today October 6th) due to the proximity of personal property.

I am declaring for this item again, 4.1 on the closed session for today's meeting (Oct 6, 2015).

5. Community Announcements

EWFHT - Free fall workshops for better health

Oct 8-12 Erin Fall Fair

Oct 24 - UCHS rabies and microchip clinic

Oct 27 EWCS Fashion Show at David's Restaurant

Oct 29 TEHC WWI Open House at Town Hall 6:30pm

For community events, please visit <http://www.erin.ca/whats-on/>

Mayor Alls would like to acknowledge the work done by Anna Spiteri in regards to the issue of fill. Her persistence and diligence in this matter has made a significant difference. Congratulations on your hard work.

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6. Adoption of Minutes

Resolution # 15-365

Moved By Councillor Smith

Seconded By Councillor Brennan

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

September 15, 2015 Regular Meeting

Carried

7. Business Arising from the Minutes

7.1 Councillor Brennan - Comments on the Conservation Authorities Act Review

Resolution # 15-366

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council authorizes Mayor Alls to submit comments on the Conservation Authorities Act review on behalf of Council.

Carried

7.2 Councillor Smith - Motion regarding By-law services

Resolution # 15-367

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that the appropriate staff provide a report on the cost, advantages, and disadvantages, and any other considerations of employing a full time By-Law Officer to provide proactive enforcement as well as complaint driven enforcement of the Town's By-laws.

Carried

7.3 Councillor Duncan - Motion regarding flying sports flags

Council deferred this item for a staff report.

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7.4 Councillor Sammut - Reconsideration Motion regarding 185 Main-Heritage inventory list

Resolution # 15-368 (verbal)

Moved By Councillor Sammut

Seconded By Councillor Brennan

Be it resolved that the motion to reconsider resolution 15-308 is deferred until a future date, unknown at this time.

Carried

8. Accounts

Resolution # 15-369

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that the accounts in the amount of \$5,160,601.51 be paid.

Carried

9. Delegations/Petitions/Presentations

9.1 Kyle Davis - Source Water Protection - Wellington County

Mr. Davis provided Council with updates on Source Water Protection implementation in the Town and County, including the status of Source Protection Plans, the SPMIF funds, septic inspections as well as water quantity (Tier 3) work.

Resolution # 15-370

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the presentation from Kyle Davis, Risk Management Official for Wellington County regarding an update on source protection implementation.

Carried

9.2 Dwayne Wilson - Support information relating to demolition request/Heritage Committee motion

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Councillor Duncan, as a member of the Heritage Committee, gave extensive history on the Nodwell family and the historical value of the farmhouse.

Mr. Wilson explained to Council that he is here on behalf of the owner of the property in support of the Heritage Committee proposal. He gave a brief overview of the issues that have taken place since Mr. Tavares took ownership of the property in 2003 with regards to property damage, and is concerned with liability as well as public health and safety. Initially, the owner was seeking a demolition permit. Mr. Tavares supports the proposal, however if it cannot be supported by Council, he would return for a demolition permit.

Resolution # 15-371

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the delegation from Dwayne Wilson regarding supporting information relating to a demolition request for 63A Trafalgar Road, and the Heritage Committee motion.

Carried

10. Reports

10.1 Committees

10.1.1 Town of Erin Heritage Committee - Requesting Council endorsement for motion

Resolution # 15-372

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that Council receives the resolution passed by the Heritage Committee relating to 63A Trafalgar Road;

And that Council refers this resolution to the Planning Department for a report.

Carried

10.1.2 Town of Erin Heritage Committee - September 14, 2015 meeting minutes

October 6, 2015 Regular Meeting

Resolution # 15-373

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council receives the Heritage Committee September 14, 2015 meeting minutes.

Carried

10.1.3 Committee of Adjustment - September 16, 2015 meeting minutes

Resolution # 15-374

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the Committee of Adjustment September 16, 2015 meeting minutes.

Carried

10.1.4 Let's Get Hillsburgh Growing - August 13, 2015 meeting minutes

Resolution # 15-375

Moved By Councillor Brennan

Seconded By Councillor Sammut

Be it resolved that Council receives the LGHG August 13, 2015 meeting minutes.

Carried

Mayor Alls gave an update on his activities, including meetings and functions attended, and some of the items on which he is keeping himself informed within the Town as well as in the County.

10.2 Building/Planning/By-Law

10.2.1 Chief Building Official - Sign Variance Application for Elliott Tree Farm – 9467 Erin-Garafraxa Townline

Resolution # 15-376

Moved By Councillor Brennan

Seconded By Councillor Smith

October 6, 2015 Regular Meeting

Be it resolved that Council hereby receives Municipal By-law Department Sign Variance Report, dated October 6, 2015, regarding the application to request relief from Sign By-law 03-58, as amended, Section 11(2) "Ground Sign", located at 9467 Erin-Garafraxa Townline, Town of Erin, Assessment Roll No. 23 16 000 008 02300 0000.

AND THAT Council hereby approves the variance for the proposed ground sign height and size.

Carried

10.3 Recreation

10.3.1 Facility Manager - Joint Health and Safety Committee Policies

Resolution # 15-377

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receive, review and approve the attached policy created and approved by the Joint Health and Safety Committee of the Town of Erin , WHIMIS Policy #2015-07;

And that Council recommend the policy is reviewed and amended yearly as needed.

Carried

10.4 Water

10.4.1 Interim Water Superintendent - Water By-Laws

Resolution # 15-378

Moved By Councillor Sammut

Seconded By Councillor Duncan

Be it resolved that council receives the Water By-Laws report and will consider the associated by-laws at the next regular council meeting.

Carried

10.5 Finance

10.5.1 Financial Analyst - FIT 4 Solar – Centre 2000

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Resolution # 15-379

Moved By Councillor Brennan

Seconded By Councillor Smith

Be It Resolved that Council of the Town of Erin hereby receives Report 2015- 11 'FIT 4 Solar – Centre 2000, IESO New Price Structure' as information;

And that Council accepts the Financial Analyst's recommendation to decline the opportunity to invest in an equity share of the proposed FIT 4 Solar project slated for Centre 2000 in Erin Village;

And that Council directs staff to prepare a report on the implications of the leasing option for the October 20, 2015 meeting.

Carried

10.6 Roads

10.6.1 Interim Roads Superintendent - 2015-17R Winter Staffing

Resolution # 15-380

Moved By Councillor Duncan

Seconded By Councillor Smith

Be It Resolved That Council receives the report of the Interim Road Superintendent regarding hiring of temporary winter employees;

And That Council authorizes hiring Tyler VerVoort at Grade 8 Base Rate on the Part Time Hourly Wage Grid, and Rob Campbell, Mark VanOosten and Mark Beard at Grade 8 Job Rate on the Part Time Hourly Wage Grid as temporary equipment operators to April 1, 2016.

And further that council recognizes that Doug Van Wyck was hired August 30th at Grade 8 Job Rate on the Part Time Hourly Wage Grid and will continue employment to April 1, 2016.

Carried

11. Correspondence

11.1 Activity List

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Resolution # 15-381

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives correspondence item 11.1 for information.

Carried

11.2 Municipality of Greenstone - Resolution - Bill 100 Supporting Ontario Trails Act

Resolution # 15-382

Moved By Councillor Smith

Seconded By Councillor Brennan

Be it resolved that Council receives the correspondence from the Municipality of Greenstone regarding Bill 100 Supporting Ontario Trails Act;

And that Council supports the Municipality of Greenstone Resolution 15-245.

Carried

13. Closed Session

Resolution # 15-383

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 3:34pm to discuss the matter(s) pertaining to:

- the security of property of the municipality or local board (library)
- labour relations or employee negotiations (policy, IT)

Carried

14. Return from Closed Session

14.1 Motion to Reconvene

Resolution # 15-384

Moved By Councillor Brennan

Seconded By Councillor Smith

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Be it resolved that the meeting be reconvened at the hour of 4:52 pm.

Carried

14.2 Report Out

Council reported out that staff have been given direction to post for an Information Technology one year contract position.

12. New Business

Council set the following meeting dates:

October 21, 2015 - 12:00pm Special Meeting - Educational Session, Corporate Strategic Plan

November 10, 2015 - 9:00am Special Meeting - 5 Year Capital Plan/Capital Budget

15. By-Laws

Resolution # 15-385

Moved By Councillor Duncan

Seconded By Councillor Brennan

Be it resolved that By-Law numbers 15 – 38 to 15 - 40 inclusive, are hereby passed.

Carried

16. Notice of Motion

16.1 Councillor Sammut - Annual Review of EDO

Councillor Sammut indicated that as he is reassured that this review will occur on a yearly basis, and therefore he will no longer present this motion at the next meeting.

16.2 Councillor Sammut - Report on Budget Process

Councillor Sammut will no longer present this motion as the first budget meeting has been set, and discussions will ensue regarding the process.

October 6, 2015 Regular Meeting

17. Adjournment

Resolution # 15-386

Moved By Councillor Duncan

Seconded By Councillor Sammut

Be it resolved that the meeting be adjourned at the hour of 5:00pm.

Carried

Mayor Allan Alls

Clerk Dina Lundy



Minutes of the Town of Erin Special Council Meeting

October 13, 2015

10:00 a.m.

Municipal Council Chamber

PRESENT:	Allan Ails	Mayor
	John Brennan	Councillor
	Matt Sammut	Councillor
	Rob Smith	Councillor
	Jeff Duncan	Councillor

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

1. Call to Order

Mayor Ails called the meeting to order.

2. Declaration of Pecuniary Interest

None.

3. Closed Session

Resolution # 15-387

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 10:05 am to discuss 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 (Official Plan and Environmental Assessments, Madison Lakes, Lease).

Carried

October 13, 2015 Special Meeting

4. Return from Closed Session

Resolution # 15-388

Moved By Councillor Brennan

Seconded By Councillor Smith

Be it resolved that the meeting be reconvened at the hour of 12:59 pm.

Carried

4.1 Report Out

Resolution # 15-389 (verbal)

Moved By Councillor Brennan

Seconded By Councillor Duncan

Be it resolved that while the Class EA processes for full municipal services continue, Council wishes to obtain public and agency input on the following questions:

- a) Whether some development could/should be permitted prior to the completion and implementation of the Class EAs and, if so, under what conditions?
- b) Whether there are options for development of lands on partial services that will not receive full services.
- c) Whether the above considerations would affect the 3 options for growth currently proposed to be assessed in the Class EAs.

Carried

Council reported out that the Town will be moving forward with releasing the letter of interest for the wastewater servicing class environmental assessment.

5. Reports/Presentations

5.1 Economic Development Coordinator - Community Improvement Plan Presentation

The Economic Development Coordinator gave Council an overview of the existing Community Improvement Plans status in the Town. There are

October 13, 2015 Special Meeting

currently two plans in place, one for each urban centre, which were used primarily for the community improvement projects in both communities.

Community Improvement Plans are created under the Planning Act to facilitate improvements within targeted areas through incentive programs for rehabilitation, development and redevelopment projects within the defined area, and are adopted through Official Plan policies and by By-law.

There are several potential benefits that can result by having these plans in place, including stimulation of private sector investment, tourism and economic development opportunities, cleanup of brownfield lands, and making effective use of the existing community infrastructure.

The recommendation is that Council create one Community Improvement Plan for the entire Town of Erin as part of the revisions to the Town's Official Plan, and that Council enter into dialogue with the County of Wellington to initiate revisions to the Official Plan.

Resolution # 15-390 (verbal)

Moved By Councillor Brennan

Seconded By Councillor Duncan

Be it resolved that Council receives the Economic Development Coordinator's Community Improvement Plan presentation.

Carried

6. Adjournment

The meeting was adjourned at 1:35pm.

Mayor Allan Alls

Clerk Dina Lundy

REQUEST TO BE A DELEGATION BEFORE COUNCIL



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

MEETING DATE BEING REQUESTED:

October 20th, 2015

1st Choice

Michelle Harris - Exec. Director

Name of delegate(s) or group representative

2nd Choice

Headwaters Tourism

Group Delegation Represents

PURPOSE OF DELEGATION (PLEASE ATTACH FULL PRESENTATION):

To present a overview of what Headwaters has achieved on behalf of its partnering organizations (communities) and a summary of the detailed partnership Agreement for the next four year funding period.

DESIRED ACTION OF COUNCIL THAT YOU ARE SEEKING:

Council support for moving forward with a new four year sustainable funding Agreement with Headwaters Tourism.

CONTACT INFORMATION:

Name: Michelle Harris

Address: Headwaters Tourism Association, Mono, Ontario

Phone: 519-215-2771

E-Mail: michelle@headwaters.ca

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

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

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

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

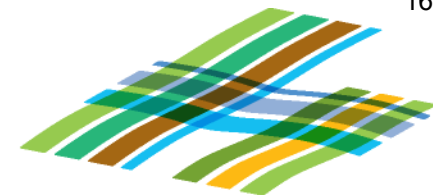
Michelle Harris
Signature of Applicant

October 7th, 2015

Date

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

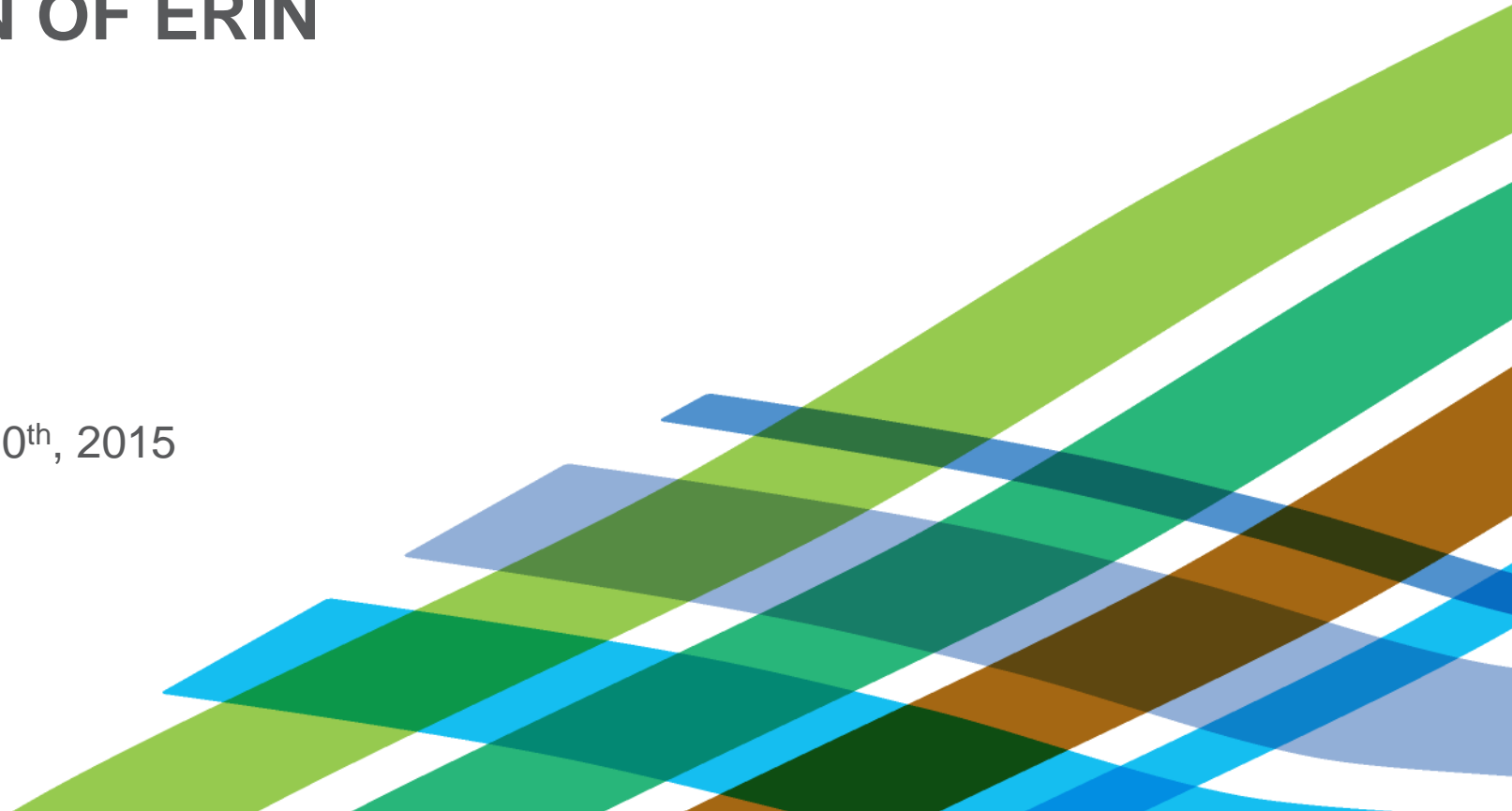
Fax: (519) 855-4821 E-mail dina.lundy@erin.ca Website: www.erin.ca



HEADWATERS

TOWN OF ERIN

October 20th, 2015



THE TOURISM LANDSCAPE: ROLE & FUNCTION

Tourism businesses & sector groups

- Recognize business as a tourism business
- Ensure business is ready to receive guests ; consider seasonality, hours of operation, signage, customer service, etc
- Work with other businesses in your locale to create a critical mass of “visitor friendly” sites
- Develop partnerships & packages to encourage “destination” visitation
- Identify opportunities for engagement and partnerships with local & regional tourism initiatives

Local Tourism (municipalities, BIAs, EDCs)

- Identification of tourism assets
- Inventory of tourism businesses & operators
- Determining whether tourism is part of municipal economic development priorities & strategies
- Engagement of operators, businesses & local business associations
- Working with BIAs and other groups regarding streetscapes, facades, wayfinding signage, parking, public washrooms & other tourism infrastructure
- Tourism business retention & expansion
- Investment attraction

DMOs

- Identification of regional demand generators
- Identification of significant product clusters/experiences
- Build capacity for premier ranked market-readiness with operators & local agencies
- Facilitate industry partnerships to support package development
- Regional branding & positioning
- Regional marketing & communication strategy to support local initiatives & regional product clusters
- Regional tourism portal
- Identification of funding & partnership opportunities to support regional & local initiatives.

Provincial Tourism (Ontario Ministry of Tourism & Culture, Ontario Tourism Marketing Partnership & Regional Tourism Organizations)

- Research & data support
- Funding opportunities
- Partner programs for marketing
- Integration of regional tourism into provincial strategies
- Provincial-wide marketing initiatives
- Integration of provincial experiences into national & international marketing
- Workforce development support
- Investment attraction support

National Tourism (Canadian Tourism Commission)

- Research & data
- Innovation & entrepreneurial development for tourism operators
- Development of Canadian Signature Experience Collection
- Branding & positioning of Canada
- International marketing
- Public & private partnership development
- Integration of provincial tourism experiences into national strategy

HEADWATERS MUNICIPAL SERVICES AGREEMENT 2012 - 2015

Product Development

1. Regional product development strategy
2. Coordinate & facilitate tourism development with industry & municipal partners
3. Host quarterly regional tourism development workshops
4. Develop product development & market-readiness toolkits
5. Identify & source funding opportunities to enhance product development
6. Develop 2 market-ready consumer packages annually

Tourism Marketing

1. Publication of annual Visitor Guide
2. Maintain & update regional tourism website
3. Maintain Canadian TODS highway directional signage (Highway 410 north, Highway 9 west & Highway 89 west)
4. Operate regional brochure distribution program
5. Distribute monthly electronic consumer newsletter

Tourism Marketing Communications

1. Develop a regional tourism social media & communications strategy
2. Contract a part-time online communications specialist
3. Supply content to area media publications, provincial tourism agencies etc

Advocacy & Partnerships

1. Work with municipal & industry stakeholders to develop tourism initiatives
2. Act as tourism rep & spokesperson for region with all provincial & federal tourism and other agencies
3. Serve on Board of RTO6
4. Sit on partner EDC, as required
5. Leverage partnership with other business & community groups
6. Communicate regularly with stakeholders
7. Seek out funding opportunities

Industry Partner Support

1. Operate an administrative office from Monday to Friday (minimum 6 hrs/day)
2. Seek supplemental funding to enhance hours of operation or provide additional staff resources
3. Provide front-line electronic & telephone support for visitor enquiries
4. Distribute supplied community & tourism information materials, as required
5. Provide letters of support as required
6. Host annual tourism awards

CURRENT FUNDING MODEL (2015)

Municipality:	2015 Contribution:
Town of Caledon	\$86,960
Town of Mono	\$7,559
Town of Shelburne	\$5,540
County of Dufferin	\$69,837
Town of Erin	\$16,417
TOTAL CORE FUNDING:	\$186,888.

(Town of Erin population is 8.5% of overall Headwaters region)

TOURISM STATISTICS



Headwaters # visitors annually – 876,000

- 674,520 same day visitors
- 201,480 overnight visitors

Town of Erin # visitors annually: 74,460



Annual visitor spending - \$65,773,000

- \$35,750,000 same day visitor spending
- \$30,023,000 overnight visitor spending

Town of Erin annual visitor spending: \$5,590,705




Total contribution to tax revenues:

- Municipal - \$1,752,000
- Provincial - \$8,760,000
- Federal - \$1,029,300

**Town of Erin contribution to municipal tax revenues:
\$148,920**

COLLECTIVE IMPACT: MEDIA IMPRESSIONS

 To 21 Mar 2015						
Media channel:	Date	Circulation	Editorial impressions (x 2.3)	Paid impressions	Cost	Value
Taste of Maple - promotional postcard	Apr-14	10,000	23,000	0	\$500	\$500
2014 Visitor Guide	May-14	30,000	207,000	0	\$0	\$60,000
2014 Horse Country Insert	May-14	100,000	230,000	0	\$0	\$6,000
Sideroads of Dufferin - Taste of Maple	Mar-14	19,000	43,700	0	\$0	\$1,785
Oville Banner - Can Am Equine Expo	17-Mar-14	23,340	53,682	0	\$0	\$750
Oville Banner - HHTA Tourism Symposium	17-Mar-14	23,340	53,682	23,340	\$0	\$150
Oville Banner - Wayne Townsend/DCMA	27-May-14	23,340	53,682	0	\$0	\$750
Sideroads of Dufferin - DCMA	Jun-14	18,500	42,550	0	\$0	\$1,785
Orangeville Banner - Importance of tourism	10-Jul-14	23,340	53,682	0	\$0	\$750
Orangeville Banner editorial - promote Horse Country	24-Jul-14	23,340	53,682	0	\$0	\$750
King Weekly Sentinel - Horse Country website	30-Jul-14	7,000	16,100	0	\$0	\$500
One Tank Trips blog - Horse Country website	30-Jul-14	106,054	106,054	0	\$0	\$200
Orangeville Banner - Family Roots Run Deep at Hockley Valley Resort	14-Aug-14	23,340	53,682	0	\$0	\$750
Sideroads of Dufferin - Celebrating Headwaters: A Taste of the Harvest	01-Sep-14	18,500	42,550	0	\$0	\$1,785
My Kawartha - Pan Am Games	18-Oct-14	46,000	105,800	0	\$0	\$1,000
Oville Banner - Pan Am Games	25-Oct-14	23,340	53,682	0	\$0	\$750
Caledon Enterprise - Pan Am Games	18-Oct-14	17,140	39,422	0	\$0	\$600
Oville Banner- Taste of Tourism Awards	24-Nov-14	23,340	53,682	0	\$0	\$750
Caledon Enterprise - Taste of Tourism	04-Dec-14	17,140	39,422	0	\$0	\$650
Oville Banner- Legacy of Pan Am Games	23-Oct-14	23,340	53,682	0	\$0	\$750
Oville Banner- Ken Hall	23-Nov-14	23,340	53,682	0	\$0	\$750
Oville Banner - Landman Family Farm	26-Nov-14	23,340	53,682	0	\$0	\$750
Sideroads - Family Holiday Traditions	01-Dec-14	18,500	42,550	0	\$0	\$1,785
Oville Banner - Magic of the Christmas	11-Dec-14	23,340	53,682	0	\$0	\$750
Oville Banner - Pan Am Games ticket sales	27-Dec-14	23,340	53,682	0	\$0	\$750
Oville Banner- Athlete's Institute	27-Feb-15	23,340	53,682	0	\$0	\$750
Oville Banner - Parade of Horses	12-Mar-15	23,340	53,682	0	\$0	\$750
Sideroads of Dufferin - Aislinn Dressage	01-Apr-15	18,500	42,550	0	\$0	\$1,785
			1,762,328	23,340	\$500	\$88,525
		Total impressions	1,786,268			



COLLECTIVE IMPACT: DIGITAL STATISTICS

Headwaters.ca

- 2013/14 page views: 186,122
- 2014/15 page views: 206,244 **11% increase year-over-year**

Facebook engagement

- 2013/14 'likes': 532
- 2014/15 'likes' : 712 **33% increase year-over-year**

Twitter engagement

- 2013/14 followers: 1636
- 2014/15 followers: 2818 **72% increase year-over-year**

COLLECTIVE IMPACT: LEVERAGED FUNDING (2012-2015)

Funding source	Involvement	Funding value:
Ontario Trillium Foundation – equine	Lead partners	\$119,000
OMAFRA/University of Guelph KTT	Lead regional partner	\$42,744
Government of Canada Infrastructure Funding/Town of Mono	Support partner – building renovations	\$90,000
Headwaters Horse Country – website development	Lead partner	\$25,000
Headwaters Tourism/CCT – editorial content development	Lead partner	\$25,000
Headwaters Tourism/CCT – rebranding	Lead partner	\$33,000
Headwaters Tourism/CCT – expanded Visitor Guide distribution	Lead partner	\$19,000
LEVERAGED FUNDING		\$353,744

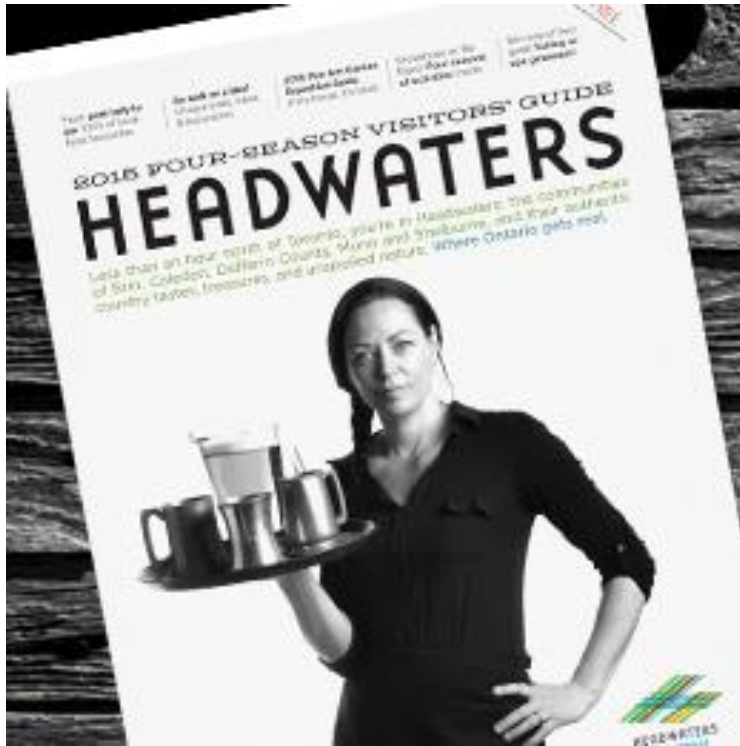
2015/16: STRATEGIC UNDERTAKINGS

1. Launch of new Headwaters consumer brand into the marketplace
2. Expand industry engagement through Leading With the Best program opportunities
3. Implement TO 2015 Pan Am Games activation strategy
 - Headwaters Horse Country Parade of Horses
 - Pan Am Taste Trail
 - Tourism Ambassador Training program
 - Partnership with Equine Canada & Ontario Equestrian Federation – Horse Experience 2015
4. Expand digital consumer marketing & engagement
5. Work with Central Counties to increase support for consumer marketing at DMO/Headwaters level
6. Product development priority sectors:
 - Horse & Country
 - Nature & Leisure (soft outdoor adventure)
 - Fresh & Local (local food & agri-tourism)
 - Arts & Heritage
 - Fun & Festive (festivals & events)

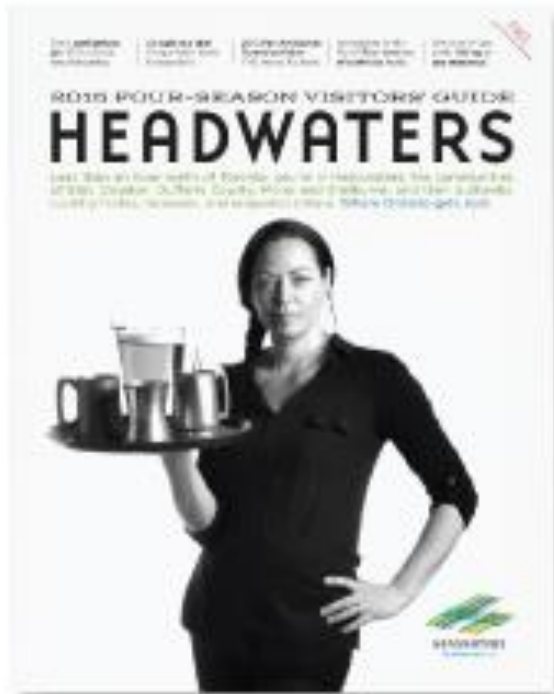
TRENDS IN TOURISM – 2015 & BEYOND

1. **Brand focus** – it is critical that destinations define their brand by experience, and position their brand promise into the marketplace as a point-of-differentiation. Geography & political borders are not the key factors for visitation, unless you are an iconic geographic destination. Travellers are looking for personalized, unique, authentic experiences. Building & protecting the destination brand around experiential tourism is key.
2. **Redefined business models** – regional approaches are garnering success; destination marketing organizations must work more collaboratively with economic development agencies and other partners to access more funding & resources; collaboration & partnership & collaboration is critical.
3. **Technology & consumer engagement** – utilizing technology to not only engage your customer, but also to garner insights into their needs & interests.
4. **Shift from supply side to demand side thinking** – consumers aren't looking for lists & inventories (supply), but rather experiential ways to engage. Demand side tourism development, changes focus to a *visitor economy*.
5. **Rural tourism development takes close to 10 years** – strong tourism development is not simply about output; it is about building a holistic strategy to develop tourism as a key economic driver for your community or region.

NEW CONSUMER BRAND



2015 VISITOR GUIDE



106,000 copies distributed
May 7, 2015

BRAND LAUNCH: press conference & media familiarization tour



SUMMER 2015 BRAND ACTIVATION





SUMMER 2015 BRAND ACTIVATION

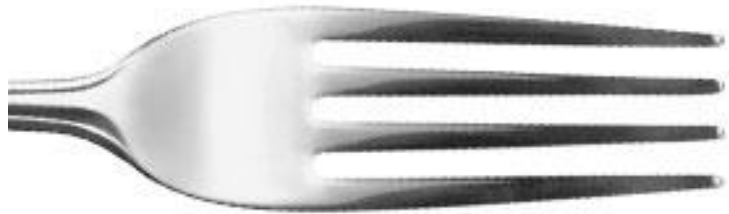
*“YOU MADE
THE COVER”*



TO2015 PAN AM GAMES



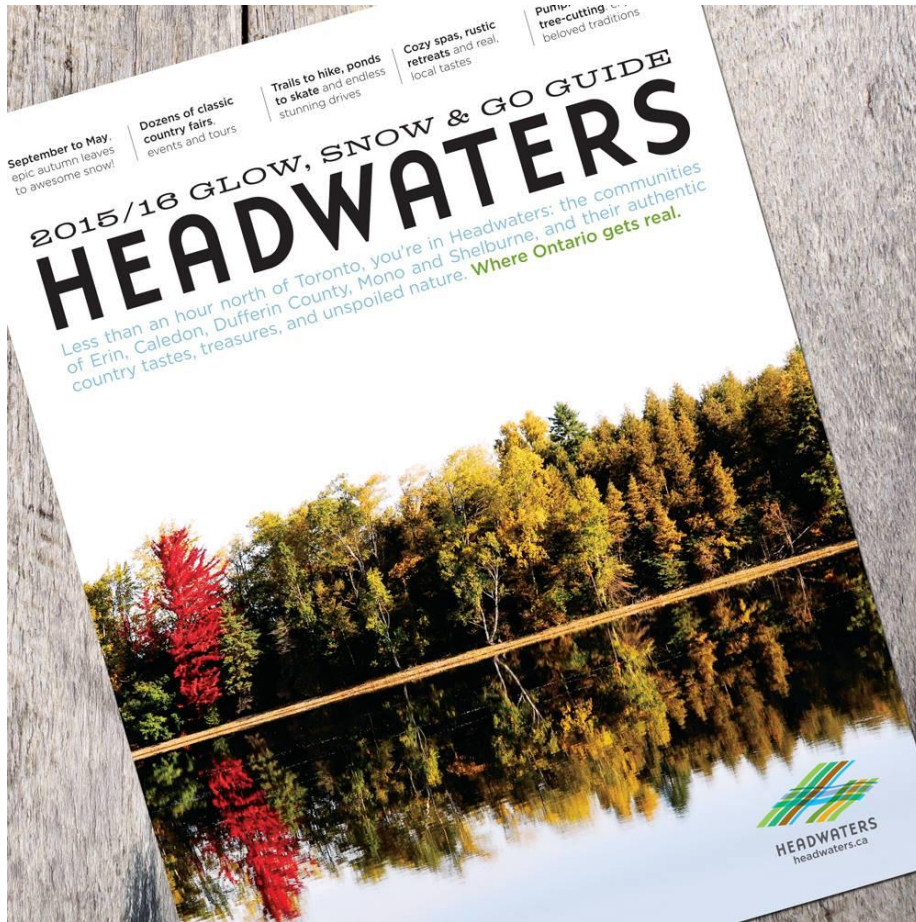
TO2015 PAN AM GAMES



Saturday, June 13th -
Saturday, August 15th

PAN AM
TASTE
TRAIL

GLOW, SNOW & GO GUIDE



75,000 copies distributed
September 22, 2015

TASTE OF THE HARVEST



This season we are thankful for nature's bounty. Join us October 9 - November 8, 2015 at locations across the Headwaters region to share in a little Taste of the Harvest.

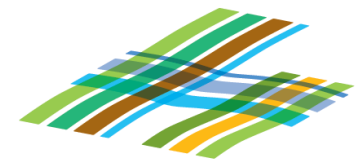
Discover the beauty of the fall landscape in Headwaters, celebrate the season at a Pumpkinfest, enjoy a delicious local feast served at a Blackhouse dinner, be inspired by antiques and artifacts from seasons past, raise the rafters at a harvest music festival, trek through a haunted forest if you dare, and even fill a handcrafted empty bowl in support of local food banks. All this and more... plus the delicious Tastes of the Harvest on offer via special desserts, savouries and prix fixe meals to tempt your taste buds.



WELCOME TO
HEADWATERS

CALEDON ♦ DUFFERIN ♦ ERIN ♦ MONO ♦ SHELBURNE

WHERE ONTARIO GETS REAL.



HEADWATERS

Canadian TODS highway signage
- currently in production

WHERE WE STILL PLAY
WITH OUR FOOD.

HEADWATERS.CA



PAM FANJOY
THE FRIENDLY CHEF ADVENTURES INC. &
THE MILL RUN EATERY



HEADWATERS
Where Ontario gets real.



WHERE DINNER IS
PICKED AT LUNCH.

HEADWATERS.CA

headwaters.ca



HEADWATERS
Where Ontario gets real.



headwaters.ca



HEADWATERS
Where Ontario gets real.



BOARD OF DIRECTORS AS OF OCTOBER 2015

MUNICIPAL REPS

Laura Ryan
(Dufferin)

Rob Mezzapelli
(Caledon)

John Brennan
(Erin)

Sharon Martin
(Mono)

John Telfer
(Shelburne)

INDUSTRY REPS

Ross Millar (Equine)

Harvey Kolodny
(Arts/culture)

Bill Lidster (CVC)
(Outdoor Adventure)

Vacant
(Festivals/Events)

Vacant
(Food/culinary)

INDUSTRY AT LARGE

Maria Britto
(Maria Britto Real Estate)

Elaine Capes
(Little Creek Ranch)

Stacey Coupland
(Best Western Orangeville)

Lisa Johnson
(BDO)

Nanci Malek
(Dufferin County Museum)

Ron Munro
(Munro's Country Gardens)

Sigrid Wolm
(From the Kitchen to the Table)

EX-OFFICIO

Michele Harris
(HT ED)

Sandra Dolson
(Caledon)

Bob Cheetham
(Erin)

EXECUTIVE COMMITTEE

Stacey Coupland
(Chair)

Elaine Capes
(Vice-Chair)

Lisa Johnson
(Secretary/ Treasurer)

Ron Munro
(Past Chair)

Michele Harris
(Executive Director)

ORGANIZATIONAL STRUCTURE



QUESTIONS/COMMENTS/FEEDBACK

Michele Harris | Executive Director

519-942-0314, ext 201

michele@headwaters.ca

Stacey Coupland | Chair, Board of Directors

519-941-3311

chair@headwaters.ca



Municipal Services Agreement January 1, 2016 – December 31, 2019

Headwaters Tourism is the recognized destination marketing organization for the Headwaters region, which encompasses the geographic region of Dufferin County, the Town of Caledon and the Town of Erin, and provides tourism services on behalf of the regional tourism industry and the partner municipalities that include: Dufferin County and the Towns of Mono, Shelburne, Caledon & Erin.

Vision: To position Headwaters as Ontario's premier rural tourism destination.

Mission: To integrate tourism into the regional economic development strategies of our partner municipalities, helping to build a robust and thriving tourism industry by working directly with tourism stakeholders across the region. Key areas of focus include:

- Marketing & communications
- Product development & industry capacity development
- Advocacy & partnership development
- Industry engagement & communications
- Municipal economic development integration
- Provincial tourism integration & liaison

While the organization has evolved over the years, the primary goal is still the same: to work on behalf of and in conjunction with our partners and regional tourism operators to support tourism that is consistent with the region's rural heritage, respectful of its extraordinary natural environment and that promotes its spirit of community.

Headwaters Tourism strongly advocates for regional collaboration in all their undertakings, understanding that an integrated approach allows individual businesses, groups, committees, communities and municipalities to expand their reach, pool resources and leverage their impact in the marketplace for the enhanced benefit of all partners. Headwaters Tourism's organizational strategy focuses on a larger vision to support regional economic development and to work with industry and municipal partners to enhance and grow capacity, thereby helping to ensure viable and sustainable communities. Headwaters Tourism continually identifies and implements synergies with a variety of public and private sector partners to leverage available resources and expand the reach of the programming available.

It is also recognized that Headwaters Tourism has achieved considerable brand equity in the provincial tourism framework, and that Headwaters Tourism represents each of our partners and industry stakeholders in the larger marketplace, and with the Ontario Ministry of Tourism, Culture and Sport, with the Ontario Tourism Marketing Partnership Corporation, with Regional Tourism Organization #6 and with any other provincial and industry tourism agencies.



Municipal Services Agreement January 1, 2016 – December 31, 2019

Obligations of Headwaters Tourism:

In consideration of the funding provided by Headwaters Tourism's municipal partners, Headwaters Tourism agrees to provide the following services:

Product Development

- i. Develop and recommend, in collaboration with its municipal and industry stakeholders, a regional product development strategy, for approval by the Board of Directors.
- ii. Facilitate and coordinate tourism industry & municipal partner development of approved tourism products, subject to sufficient interest and engagement from industry stakeholders.
- iii. Engage industry partners through the collaborative marketing program known as **Leading With the Best**, to promote market-ready tourism businesses to the consumer market.
- iv. Host regional tourism development workshops, to support the regional tourism product development strategies.
- v. Utilize a product development/market-readiness toolkit to support business development and capacity building, and make this toolkit available to municipal & industry stakeholders to support their work in this area.
- vi. Identify tourism product development funding opportunities, and make every attempt to secure additional funding to support product development strategies.

Tourism Marketing

- i. Facilitate, on behalf of our industry stakeholders, the publication of an annual Visitor Guide for the region; and distribute the Visitor Guide through mutually agreed upon channels, in order to promote the Headwaters region to visitors from outside our geographic region
- ii. Maintain and update the regional tourism website known as www.headwaters.ca. Monitor and recommend improvements and upgrades to said website, and where possible identify and exploit potential funding opportunities for site upgrades and improvements.
- iii. Support highway directional signage program (through Canadian TODS), at three existing locations.
- iv. Distribute a monthly electronic tourism newsletter (Get R.E.A.L. Guide) and continue to make every reasonable effort to grow the size of this database for the benefit of all tourism industry partners.

Communications

- i. Develop and recommend to the Board of Directors a marketing communications & social media strategy, and then implement approved strategy to achieve agreed upon outcomes.
- ii. Continue to supply content, as required, to local area media publications, and to provincial tourism agencies, to support the brand & tourism product in the Headwaters region.



Municipal Services Agreement January 1, 2016 – December 31, 2019

Tourism Advocacy & Partnership Development

- i. Facilitate the engagement of regional tourism industry stakeholders & municipal partners delegates and work with designated committees/sub-committees to seek guidance and input on regional tourism development strategies and initiatives.
- ii. Act as the regional tourism industry representative, on behalf of our industry & municipal partners, with all Ontario agencies & ministries, including (but not limited to) the Ontario Ministry of Tourism, Culture & Sport.
- iii. To represent the interests of the Headwaters region (and our partners) on the Board of Directors (and associated industry sub-committees) of Regional Tourism Organization #6.
- iv. Provide a representative, as requested, to sit on any of our funding municipal partners' economic development committees.
- v. Act as the regional tourism spokesperson in regards to any regional tourism enquiry.
- vi. Work with other municipal, provincial or federal organizations, as deemed necessary, in support of regional tourism development in the Headwaters region.
- vii. Continue to work with and leverage partnerships with other regional business and community groups, to leverage opportunities, and support shared visions for the development of all communities within the Headwaters region.
- viii. Electronically communicate, on a regular basis, with tourism industry stakeholders & municipal partners, with any pertinent industry news, information or relevant data.
- ix. Continue to seek opportunities for partnership & funding that will allow Headwaters Tourism and our funding partners to expand industry development and level of service.

Tourism Industry Partner Support

- i. Operate an administrative office to support tourism industry and municipal partners
- ii. Maintain a database of community organizations and service providers.
- iii. Ensure that all staff are properly trained in regards to regional tourism offerings, to support our goal of promoting area tourism businesses, and help train (as required) industry and municipal partners who are interested in supporting tourism information dissemination.
- iv. Provide letters of support for regional industry undertakings that support regional tourism & economic development strategies.
- v. Continue to seek out funding and partnership opportunities on behalf of our municipal and industry partners.
- vi. Act as a resource for all tourism related matters to industry stakeholders & municipal partners.
- vii. Recognize tourism businesses and operators who exemplify excellence.



Municipal Services Agreement January 1, 2016 – December 31, 2019

Obligations of municipal funding partners:

In consideration of Headwaters Tourism supplying the aforementioned services, and recognizing that this service delivery model is based on the notion of collaboration, partnership & engagement, each municipal partner agrees that Headwaters Tourism is acting as their agent to support the development of a strong, viable and sustainable tourism industry. Each municipal partner agrees to support Headwaters Tourism and the development of regional tourism as follows:

- i. Each municipal partner agrees to work in a collaborative manner, to be an advocate for tourism, and to recognize the mutual value derived from this partnership Agreement by all partners.
- ii. Each municipal partner recognizes that Headwaters Tourism is no more than a collaborative framework representing all municipal partners who are signatory to this Agreement, and that Headwaters Tourism will be working to support and enhance municipal tourism & economic development objectives.
- iii. Each municipal partner agrees to fully engage with Headwaters Tourism, and agrees to appoint a representative to serve as a member of Headwaters Tourism's Board of Directors. Each municipal partner is welcome to appoint an ex-officio staff member to the Board of Directors, to help further enhance the impact of the partnership.
- iv. Each municipal partner representative agrees to provide two-way communication between Headwaters Tourism and their respective municipality, through regular committee reports.
- v. Each municipal partner will encourage the participation of Headwaters Tourism in all tourism related activity, either in a direct or indirect capacity, in an effort to ensure alignment of strategic goals and undertakings.
- vi. Each municipal partner will consider supporting Headwaters Tourism through the provision of letters of support and applications for additional funding that would support the work of Headwaters Tourism on behalf of its industry and municipal partners.
- vii. Recognizing that the primary funding for Headwaters Tourism is derived from partner municipalities, and that Headwaters Tourism is working on behalf of our municipal partners and industry stakeholders, the municipal partners agree to provide, where feasible and appropriate, other support (contra or in-kind) that will enhance the work of Headwaters Tourism, and that will ensure that municipal funding dollars are used to their best advantage in the support of tourism development on behalf of our municipal funding partners.



Municipal Services Agreement January 1, 2016 – December 31, 2019

Insurance & indemnity:

Headwaters Tourism agrees to obtain and maintain at its own expense, throughout the terms of this Agreement:

- i. comprehensive general liability insurance that will include but not be limited to, non-owned automobile liability; personal injury; broad form property damage; blanket contractual liability; owners and contractors protective liability; products and completed operations liability; contingent employers' liability; and severability of interest and cross liability clauses.
- ii. liability insurance shall have a limit of not less than \$2,000,000 for any one occurrence; be comprehensive liability insurance covering the operations and liability assumed under this Agreement; be endorsed to provide that the policy shall not be eligible to be cancelled or allowed to lapse without 30 days prior written notice.

Headwaters Tourism shall indemnify and save harmless, each of the municipal partners, including their elected officials, employees, agents and contractors, from and against any loss, cost and expense in connection with loss of life, personal injury, damage to property or any other loss or injury whatsoever arising from or out of this Agreement, occasioned wholly or in part by any act or omission of the Headwaters Tourism but only if such loss, claim, action, damages, liability, expense or injury arose by reason of the breach of the Agreement Headwaters Tourism, or as a result of the illegal or wilful or negligent action of Headwaters Tourism or its agents, employees or other persons for whom Headwaters Tourism is in law responsible.

Each of the municipal partners shall indemnify and save harmless Headwaters Tourism, its officers, employees, agents and contracts, from and against any loss, cost and expense in connection with loss of life, personal injury, damage to property or any other loss or injury whatsoever arising from or out of this Agreement, occasioned wholly or in part by any act or omission of the applicable municipal partner or partners but only if such loss, claim, action, damages, liability, expense or injury arose by reason of the breach of the Agreement by the partner or partners, or as a result of the illegal or wilful or negligent action of the partner or partners or its/their agents, employees or other persons for whom the municipal partners is/are in law responsible.



Municipal Services Agreement January 1, 2016 – December 31, 2019

Terms of agreement & provisions for amendment:

This Agreement commences on the date hereof and continues in full force and effect for a period of four years, subject to earlier termination of this Agreement as provided herein.

It is the intention of the parties to provide continuity of regional tourism services, as outlined in this Agreement. As such, unless one (1) of the municipal partners gives written notice to the other municipal partners and to the Association of its desire to terminate the Agreement, delivered not less than six months prior to the expiry of the initial term, or renewal term (if applicable), or unless subsequently otherwise agreed to in writing, then this Agreement shall be automatically renewed, subject to any amendments (as set out below) for a successive three year term.

Prior to renewal, a review of this Agreement shall be initiated by Headwaters Tourism, and in addition, may be initiated by one or more of the municipal partners, in order to respond to trends and changes in the tourism industry. Amendments to this Agreement will be considered at this time.

Notwithstanding the above, the municipal partners may terminate this Agreement if Headwaters Tourism is in default of any of its obligations herein provided that the municipal partners shall first have given 120 days written notice to Headwaters Tourism of the nature of the default and provided that such default has not been cured or remedied within the said ninety 120 day period. If such notice has been given, resolutions of the Councils of the municipal partners specifying the default and the fact of its occurrence during the 120 day period shall be deemed to be conclusive evidence of the continuing default and this Agreement shall thereafter be terminated effective the date of such Council resolutions.

Where a municipal partner or municipal partners have terminated this Agreement in accordance with this provision of any other provision, the municipal partner(s) shall be relieved of their obligations at the beginning of the next calendar year.

Notwithstanding the above, Headwaters Tourism may, at its option, terminate this Agreement at any time after the municipal partners default in making the required payments or obligation hereunder provided that it shall give sixty (60) days written notice to the municipal partners of its intention to terminate the Agreement and further provided that the municipal partners have failed to cure the default within the said sixty (60) day period.



Municipal Services Agreement January 1, 2016 – December 31, 2019

Funding formula:

It is agreed that Headwaters Tourism will provide the tourism related services on behalf of our partner municipalities, as outlined in this Agreement, subject to each municipal funding partner agreeing to the following schedule of payments. 2016-2019 municipal per capita contributions will be based on 2011 Statistics Canada figures. Per capita contributions will be assessed at a rate of \$1.46 per capita (2015), and will be subject to a 2% increase each year, for the period 2016-2019.

	2015 contribution	2011 population	2016 contribution	2017 contribution	2018 contribution	2019 contribution
Town of Caledon	\$86,960	59460	\$88,595	\$90,379	\$92,163	\$93,947
Town of Mono	\$7,559	7546	\$11,244	\$11,470	\$11,696	\$11,923
Town of Shelburne	\$5,540	5846	\$8,711	\$8,886	\$9,061	\$9,237
Dufferin County	\$69,837	56881	\$84,753	\$86,459	\$88,166	\$89,872
Town of Erin	\$15,724	10770	\$16,047	\$16,370	\$16,694	\$17,017
			\$1.49 per capita	\$1.52 per capita	\$1.55 per capita	\$1.58 per capita

This Agreement shall ensure to the benefit of and be binding upon the parties hereto, their respective successors and assignees.



Municipal Services Agreement January 1, 2016 – December 31, 2019

In witness whereof the Parties have caused to be affixed their corporate seals under the hands of their duly authorized officers on that behalf.

On behalf of Town of Erin:

Mayor

Dated:

CAO

Dated:

On behalf of Headwaters Tourism:

Chair, Board of Directors

Dated:

Executive Director

Dated:



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
 GARY A. COUSINS, M.C.I.P., DIRECTOR
 T 519.837.2600
 T 1.800.663.0750
 F 519.823.1694

ADMINISTRATION CENTRE
 74 WOOLWICH STREET
 GUELPH ON N1H 3T9

To: Kathryn Ironmonger, CAO
 Town of Erin

From: Gary Cousins, RPP, MCIP
 Planning Director
 County of Wellington

ANGELSTONE FARMS 2015 EVENTS – REVIEW

a) Background

Through a temporary use bylaw and major event permits Angelstone Farms was given permission to operate seven 5 day events in 2015 beginning July 1 and ending August 30.

The Town put a monitoring process in place to determine if Angelstone was in compliance with their permits.

Angelstone Farms has also provided a report on their season and compliance with the permits.

b) Town Monitoring

The Town hired two monitors for the events. One of the monitors attended part of each event every day. The monitors spent a total of 133 hours on and around the site over 35 days or just under 4 hours per day.

Additionally, the Town's Bylaw Enforcement Officer attended the site 12 times over 11 days for a total of 19 hours.

Lastly, while I am not a monitor for the purposes of this report, I attended the site on 11 days usually for about one hour each time to gain a better understanding of the operation and its impacts.

c) Monitoring Results

The full detail of the monitor reports have been tabled with Council and are now publicly available.

I have attached a general summary of the daily reports of both the monitors and the bylaw enforcement officer.

i. Non Noise Issues

With respect to all conditions of the event permits, except noise, the monitors and bylaw enforcement officers found general compliance with the permits. They did find a few non noise specific issues of non compliance that should be noted:

- on one occasion, July 4, Angelstone went beyond their hours of operation – this is noted in the Angelstone report
- on a number of occasions they did not see on site security. Angelstone has indicated that 2 staff security were on duty at all times.
- once the monitors noted no police presence. The major event permit indicated off duty police officers would be on site Saturdays. Angelstone has responded that a retired

police officer was on duty in August from 5 to 9 on Saturdays. Three employees directed traffic.

While these may technically be non compliance, in my view they do not represent significant problems that cannot be addressed.

ii. Noise Issues

Noise is addressed separately because it has been the major concern of neighbours over time and it was the area of non compliance reported most frequently by the town's monitors. They reported audible off site noise, mainly at the Gilbert residence, on 15 days and did not report noise as an issue on 20 days. The reported occurrences by event are as follows:

Event	1	2	3	4	5	6	7	Total
Noise an Issue	3	3	3	2	1	0	3	15
Noise not an issue	2	2	2	3	4	5	2	20

Most of the reports of noise issues took place during the first 4 events. The next two events showed a substantial decline but the last event mirrored earlier events. Overall the monitors felt noise was an issue throughout the season.

Generally the noise referred to by the monitors was from announcements and music. In a meeting with the monitors both generally felt music was not a significant issue – it was reported on a few occasions but generally not a major problem. Noise from announcements was an issue that the monitors considered a nuisance on a number of occasions.

The Town's monitors provided some interesting observations that may be helpful in understanding and assessing noise issues:

1. The main issue was announcements
2. Wind condition was a significant factor
3. Noise carried more at night under still conditions
4. On site announcements were louder than needed
5. The main warm up ring speaker should be re-oriented away from Gilberts

The Town's Bylaw Enforcement Officer did not report any issues of non compliance, including noise, in any of his 12 visits to the site. In comparing his observations to the monitors it is worth noting that all the days he visited, except one, the monitors also did not report noise as an issue. The bylaw enforcement officer also went early morning to check on noise before the event and he went once between events to check on occupancy of campers and found no issues. The Town Office did not receive any complaints other than from the Gilberts.

I attended Events 1,2,3,4 and 6 but was not able to attend Events 5 and 7. My observations were that the site was generally well run and I did not see any non noise compliance issues. I did not hear music at off site residences but I did hear announcements a number of times during Events 1 to 4. The announcements were often muffled or faint but clearly audible at other times. I did not hear any music or announcements off site during Event 6 which seems consistent with the monitor's reports and the Bylaw Enforcement Officer. I did not attend Event 7 when noise issues appear to have re-emerged.

During the day, the great majority of people on site were competitors, riders in training and staff attending to horses and the grounds. There were very few spectators.

The Thursday evening show seemed to mostly attract equestrians who had been on site during the day for training or competition. Outside spectators did not seem large in number.

The Saturday evening "Grand Prix" attracted large crowds as the evening event was a major sponsor activity and was advertised more than any other part of the 5 day event.

When noise from announcements was noted by the monitors, it occurred in both daytime and evening hours but was more clearly an issue with evening events.

d) Neighbour Response

Angelstone's report indicates that they have had discussion with neighbours including Mr. Leslie, Full Circle Farm, Keith, the Standardbred Race Track, the Woodley's and Mr. Mance following the 2015 Season and they all indicated that the events had not created a nuisance for them.

I can confirm receiving feedback from the Leslie's, Mr. Woodley and Mr. Mance that they did not have complaints about the 2015 operation.

The Gilberts did have significant complaints about the Angelstone events throughout 2015 and have submitted long lists of concerns relating to announcements, music, machinery, loud banging noises, lighting and other matters.

The four neighbours I have heard from, Gilberts, Leslie, Woodley and Mance all had expressed concerns about previous years and all had been locations for noise monitoring by Angelstone's consultant in 2014. It would appear that the Leslies, Woodleys and Mances no longer have issues of their own.

e) Police Report

I asked Inspector Lawson of the Wellington County OPP detachment if they had occurrences to report as there have been public concerns previously raised about behaviour and alcohol. The Inspector's response is attached but essentially they had 6 calls related to a private property motor vehicle collision, an animal complaint, theft of a trailer, a noise complaint, assist ambulance and a mental health incident.

f) Angelstone's Report

At the end of September Angelstone submitted a report on their 2015 Season. They list the 7 events held noting that the actual number of horses at each event was consistent with their estimate of 500-800 horses per event. They also note that 7 events were held due to the Pan Am Games and that 5 events will be proposed in 2016.

Angelstone reviewed the entrance improvements, drainage, emergency plan, site plan and fencing which the Town require prior to the first event.

They also reviewed operational requirements such as hours of operation, LLBO, Camping, Fencing, Vehicle Parking, Manure Storage and Handling and Noise.

Generally, with the exception of noise, the Town's monitoring process did not reveal any significant issues with the areas as outlined in Angelstone's report.

In their review of noise, Angelstone noted that:

- The loud bins had been replaced prior to the Season to reduce the banging noise
- The public address system in the stable area had been replaced with an online system to allow participants to monitor the status of activities.
- The sound system on the main stadium was reconfigured prior to the 2015 season – there were complaints about noise during the first event so speakers and amplifier were replaced with smaller less powerful units prior to the second event
- Daily sound tests were carried out at the privacy fence at the Gilbert property line and a log is attached to the report – this resulted in lowering volumes on some occasions

- On July 13 the PA system on the ESI ring was replaced with small localized speaker which were redirected – this was a response to monitoring reports
- Prior to the 6th Event (Aug 19) new localized speakers were placed in other rings such as EEC and main stadium warm up ring – again in response to monitoring by Town
- After July 9, letter from the Town reported music being clearly heard in front of the Gilbert residence, Angelstone arranged for localized speakers to be installed in the Blu Lounge

g) Town Enforcement

On July 7, 2015 lawyer Ms Nancy Smith, on behalf of her clients the Gilbert's, sent an email to Mr. Garrod, solicitor for the Town, asking the Town to revoke the major event permits based on a list of complaints set out by the Gilberts.

Revocation is a possibility on major event permits but attempting to alter unacceptable behaviour is also an approach that can be taken. The Town has made the following efforts to address issues as they arose during the monitoring:

- On July 7 Kathryn Ironmonger CAO for The Town of Erin wrote to Angelstone pointing out that monitoring had reported unacceptable noise at the Gilbert residence which the Town considered a violation and that a continuation could result in revocation of their permit
- On July 15, Town solicitor Stephen Garrod emailed Angelstone and advised them the monitors had reported that "Background music could be heard but was very faint" (at Gilberts). "Public announcements and ring announcements from the Hunter ring were quite loud..." "Ring announcements from other stadiums could be heard but were very faint." The Town had not concluded that these were violations but the monitors had noticed and they could potentially be a nuisance.
- On July 11, I went to the Angelstone site and met Mr. White to advise him that the voices of announcers from the ESI ring could be heard off site
- On July 17, I forwarded an email to Angelstone from Mrs. Gilbert which she had sent to all Town Council related to noise from announcements
- On Aug 9, I met Mr. White on site and advised that announcements from the main stadium warm up ring could be heard.
- Additionally the Town's bylaw enforcement went to the site to investigate early morning noise complaints and a complaint about campers on site between events

h) Summation

The Town of Erin put a strong process in place to monitor the 7 Angelstone Events in 2015. The Town also advised Angelstone of issues being raised through the monitoring process and from complaints coming from the Gilberts.

The Town needs to reflect on the overall results of the Angelstone monitoring and any further public input that comes forward.

Sincerely,



Gary Cousins, RPP, MCIP
Director of Planning

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



County of Wellington Detachment
Centre Wellington
Administration Centre
Detachement du centre de Wellington
Centre administratif de
Centre Wellington

470 Wellington Rd 18 RR#1
Fergus, ON
N1M 2W3

470 rue Wellington 18
RR# 1,
Fergus, ON
N1M 2W3

Tel: (519) 846-5930 Fax: (519) 846-5460

File: 610

Sept 30th, 2015

Mr. Gary Cousins
Wellington County
Planning and Development
74 Woolwich Street
3rd Floor, Guelph, Ont.
N1H 3T9

Re: Angelstone International Show Jumping Tournaments

Mr. Cousins,

After a review of our 2015 police records to-date I can advise that we attended at total of eight calls-for-service at the above noted location. Our investigations included; two accidental 9-1-1 misdials, a private property motor vehicle collision, an animal complaint, theft of a trailer, a noise complaint, assist ambulance and a mental health incident.

Respectfully,

Scott Lawson
Inspector
Detachment Commander
Wellington County

cc Dawson/Miller/Aitken

ANGELSTONE – MONITOR REPORTS

EVENT 1 – The Hunter Spectacular – July 1-5, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
July 1	3:35-5:10 pm	-noise within acceptable limits -no other problems -28 campers on site
July 2	6-11 pm	<u>-from 6-8 noise not in compliance on Townline - music</u> -from 8-11 no noise or activity -no security visible -all other conditions in compliance
July 3	2-4 pm	-busy but no parking issues -activity in 4 venues -at Gilbert's music heard faintly <u>-announcements heard clearly</u>
July 4	5:55-11:32 pm	-noise not an issue during competition <u>-music clearly audible at Gilbert's at 11pm and continued to 11:26 pm</u>
July 5	12:55-2:35 pm	-noise within acceptable limits -no other problems -35 campers on site

Note: underlining denotes a noise issue

ANGELSTONE – MONITOR REPORTS

EVENT 2 – The Erin Welcome – July 8-12, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
July 8	1-3:30 pm	- <u>noise from PA system at Hunter Ring clearly audible at Townline near Gilbert's</u> -music being played but not audible or very faint at off site receptors
July 9	6-11 pm	-noise levels within acceptable limits -after hour social event quiet-music turned off by 10pm -44 campers on site
July 10	1:35-3:10 pm	- <u>PA announcements quite audible at Gilbert's</u> -46 campers on site
July 11	6-11 pm	-music at after-hours party turned off early -verbal conversation audible at Gilbert's -46 campers
July 12	4:30-6 pm	-music and announcements taking place at Main Stadium and warm up ring -music not audible or very faint at Gilbert's - <u>announcement audible at Gilbert's-the loudness and clarity considered a nuisance</u>

Further Report: One of the monitors provided the following summary comments for July 9, 10 & 11

- PA systems during competitions clearly audible at Gilbert's – not music but announcements
- after party on 9th fairly quiet and music shut down well before 10pm
- same party on the 11th had music turned off before 11pm but verbal noise could be heard after 11pm

ANGELSTONE – MONITOR REPORTS

EVENT 3 – The Headwaters Cup – July 15-19, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
July 15	2:55-4:25 pm	-PA system audible at Gilbert's -music being played not detected -42 campers on site
July 16	6-11 pm	-from 6-8:30 public announcements and music from EEC ring clearly heard at Gilbert's and considered a nuisance -from 8:30-11pm noise conditions in compliance
July 17	5-6:30 pm	-site quiet, inclement weather -all conditions in compliance
July 18	6-11 pm	-during competition PA system audible -after hours party held, music off before 11pm -music and voices barely audible at Gilbert's -43 campers on site
July 19	2:50-4:20 pm	-PA system loud but not audible at Gilbert's due to wind conditions -23 campers on site

Further Report: One of the monitors provided the following summary comments for July 15, 18 & 19

- PA system could be heard at Gilbert's at very low volume
- after hour party music turned off before 11pm

ANGELSTONE – MONITOR REPORTS

EVENT 4 – Pan Am Celebration – July 29-August 2, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
July 29	2:20-3:50 pm	-competition taking place in main practice ring with announcements and music at low level, barely audible 100 yards from main practice ring -no audible sounds at Gilbert's on Townline or County Road 50 in front of Angelstone -no other violations -22 campers present
July 30	6-11 pm	<u>-from 6-8:30pm announcements and music from Main Stadium clearly heard at Gilbert's - louder than needed - dance music in Blu Lounge not piano</u>
July 31	6:30-10 pm	-all aspects in compliance
Aug 1	5:43-11:05 pm	-noise not heard at Gilbert's likely due to wind conditions <u>-9:10-10:13 pm when wind dropped sound of PA became quite noticeable</u> <u>-25 campers</u> <u>-no police observed</u>
Aug 2	11:40 am - 1:10pm	-competition and announcements at main practice ring, no music-not audible at Gilbert's -25 campers -no other problems

ANGELSTONE – MONITOR REPORTS

EVENT 5 – The Champions CSI –August 5-9, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
Aug 5	2:30-4 pm	-announcements and music from Main Stadium not audible from off-site sensitive receptors -noise and other aspects in compliance
Aug 6	6-11 pm	-Practice jumping taking place in main practice ring and PA system in Main Stadium operating but at low volume -no noise at Gilbert's except maintenance truck -manure removed -32 campers on site
Aug 7	2:53-4:33 pm	-competition at Main ring -no audible or barely audible at Gilbert's -noise from tractor on adjacent field-not Angelstone
Aug 8	6-11 pm	-show jumping taking place -PA system operating at low level in Main tent, loud at main practice ring on site -noise from site not detected at Gilbert's -noise from Farm Tractor on site heard but not nuisance level
Aug 9	2:30-4pm	<u>-noise from PA system at EEC ring and Main Stadium clearly audible at Gilbert's</u>

- Further Report: One of the monitors provided the following summary comments for August 6, 7 and 8
- noise level from Main Stadium ring PA does not seem to be a problem as all speakers are attached and contained in tents around the ring. They are kept at reasonable levels during the competitions and due to their direction. The noise seems well contained except for the still of the night when they can be heard faintly
 - the main problem is the PA in the EEC ring. The speakers are directed towards the ring which happens to be in the same direction as the Gilbert property and they can be heard distinctly
 - Mr. Gilbert complained about the lights used on Saturday night

ANGELSTONE – MONITOR REPORTS

EVENT 6 – The National CSI –August 19-23, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
Aug 19	6-7:30 pm	-all elements in compliance
Aug 20	6-11 pm	-competition in Main Ring and warmup area-both PA systems operating at reasonable volume -no noise detected at Gilbert's 45 campers
Aug 21	1:20-2:45 pm	-competitions at Main Ring, EEC and ESI all with PA systems operating at low volume -no noise detected at Gilbert's on County Road 50 -46 campers
Aug 22	6-11 pm	-no noise detected at Gilbert's -limited activity but PA announcements -45 campers
Aug 23	2-3:30pm	-no noise detected at Gilbert's -strong winds

Further Report: One of the monitors provided the following summary comments for August 20-22
 - noise levels not a problem due in part to some westerly winds and the audio levels of the PA's

ANGELSTONE – MONITOR REPORTS

EVENT 7 – The International CSI –August 26-30, 2015

<u>Date</u>	<u>Time</u>	<u>Observations</u>
Aug 26	2:23-3:58 pm	-competitions and PA systems in Main Ring and Warmup Ring -no noise at Gilbert's at beginning-winds strong <u>-when wind dropped PA system heard at Gilbert's</u>
Aug 27	6-11 pm	<u>-6-8:30pm both music and announcements clear from off-site receptor, volume in Main Stadium louder than needed, dance music not piano or jazz</u>
Aug 28	1-2:30 pm	-all aspects in compliance -parking appeared disorganized
Aug 29	5:57-11:04 pm	EEC ring and PA operating -Main ring and PA also operating later -no noise at Gilbert's, slight breeze -at Main Ring PA volume varied from normal to fairly loud at Main Ring <u>-when wind dropped, PA system very audible at WR50 and Gilbert's</u> <u>-may be due to varying volumes</u>
Aug 30	10:10-11:40 am	EEC and Main Ring in use with PA's -at Gilbert's only slight sounds heard -later no noise at Gilbert's

ANGELSTONE INSPECTIONS – ERIN BY-LAW ENFORCEMENT
July and August 2015

		<u>Observations</u>
<u>Event 1</u> July 9	2:44 pm	-walked site, nice and clean -saw medic on site -loud speakers quite low -no issues
<u>Event 3</u> July 17	7:30 am 3:30-4:30pm	-stopped on Townline, only birds singing -went to site, golf carts operating, no overly loud noise -listen for noise and look for infractions -nothing to be found
<u>No Event</u> July 23	10:59am	-went to see if house trailers were being used when no event scheduled -16 trailers on site-looked unoccupied
<u>Event 4</u> July 29	not noted	-pretty quiet - a lot of contestants -tractor working in main event area -some horses jumping
July 30	1:59 pm	-stopped along Townline to listen for noise -No noise, no competitions
July 31	7:59am	-stopped on Townline, listen for unnecessary noise -all quiet, sat for 15 minutes -at site security set up, all quiet
<u>Event 5</u> Aug 5	3:59pm	-stopped on Townline to listen, sat 20 minutes -only heard birds singing
Aug 6	2:59pm	-stopped to listen for noise again -nothing -site is very busy with horses but no over amount of noise
<u>Event 6</u>		

Aug 19	2:29pm	-drove around property -lots of activity but not noisy -all quiet on Townline
Aug 20	8:14am	-stopped to listen for unnecessary noise -nothing
<u>Event 7</u> Aug 28	2:29pm	-stopped on Townline to listen for noise -nothing -site is very busy but no loud music or noise

**TO THE TOWN OF ERIN RE 2015 ANGELSTONE TOURNAMENTS
AT ANGELSTONE FARMS INC. 8720 WELLINGTON ROAD 50**

I Summary

The 2015 Season featured several improvements to infrastructure detailed below, both prior to and during the season, to minimize noise. These improvements coupled with proactive efforts and responsive actions to minimize noise produced a season in respect of which neighbours who were available to provide feedback indicated that the events had not constituted a nuisance and had not impacted them.

The 2015 Season consisted of well organized and professionally run events. Those events attracted competitors from all over the world who gave glowing reviews of the events, the facility and the Town.

II 2015 Season

The 2015 Season consisted of 7 equestrian competition events as follows:

1. The Hunter Spectacular & Great Pony Challenge – July 1-5;
2. The Erin Welcome CSI - July 8-12;
3. The Headwaters Cup CSI – July 15-19;
4. Pan Am Celebration CSI – July 29-August 2;
5. The Champions CSI – August 5-9;
6. The National CSI – August 19-23;
7. The International CSI – August 26-30.

Each of the competition events began on a Wednesday and concluded on the following Sunday. The Emergency Plan, dealt with below and attached, indicated that each of the competition events would attract between 500-800 horses. The number of horses that competed in the 7 events comprising the 2015 Season was as follows:

- a) The First Event: 536 horses;
- b) The Second Event: 405 horses;
- c) The Third Event: 550 horses;
- d) The Fourth Event: 575 horses;

- e) The Fifth Event: 580 horses;
- f) The Sixth Event: 613 horses;
- g) The Seventh Event: 791 horses.

The 2015 Season included 7 competition events as a result of the Pan Am Games being held in Ontario. This factor will not be present in respect of the 2016 Season, which will, as a result, feature 5 competition events, the dates for which are set out below.

The 2015 Season competition events were the subject of 3 Major Event Permits, issued by the Town of Erin, pursuant to By-law 14-19, being Permit 2015A (covering the dates of the first 3 events), Permit 2015B (covering the dates of the next 2 events) and Permit 2015C (covering the dates of the final 2 events).

III Items required to be addressed prior to Commencement of the 2015 Season

Each of Permits 2015A, 2015B and 2015C contained a Schedule B, which identified items required to be addressed on or before June 30, 2015, as well as provisions applicable to the manner in which the events comprising the 2015 Season were to be conducted. The items required to be addressed on or before June 30, 2015 and status as of that date were as follows:

- a) **Entrance Improvements:** Schedule B required completion of improvements to the site entrance recommended by Paradigm Transportation Solutions Limited in an April 2014 Report, involving construction of a commercial entrance standard of 12m in width at the main entrance with the access paved from the edge of pavement on Wellington Road 50 to the south property line. The required improvements were completed to the satisfaction of the County of Wellington and the Town was, as required, provided with confirmation of the County's satisfaction prior to the deadline.
- b) **Drainage:** Schedule B required completion of improvements to site drainage recommended by R.J. Burnside & Associates Limited in a January 2015 Report, as amended from time to time, and the County was provided with a letter, dated June 17, 2015, from R.J. Burnside & Associates Limited confirming completion. A copy of that letter plus the drawing titled "Small Pond Outlet Changes" supplied with the letter is attached.
- c) **Emergency Plan:** Schedule B required preparation, submission and receipt of approval from the Town Fire Chief of an Emergency Response Plan to be in effect throughout the time that the events authorized by Permits 2015A, 2015B and 2015C were ongoing. Such plan was prepared, submitted and approved and posted on the Tournament website. A copy is attached to this report.
- d) **Site Plan:** Schedule B required preparation and submission of a revised Site Plan on or before June 30, 2015 to show details of surrounding uses and features such as manure

storage areas and temporary tents. A revised Site Plan, displaying the required information, was prepared and submitted prior to June 30, 2015. A copy is attached.

- e) **Fencing:** Schedule B required fencing to be installed on or before June 30, 2015 (i) on the Angelstone side of the property line parallel to the rear lot line of the Gilbert property and (ii) on the Angelstone side of the property line of the Woodley property. If temporary, such fencing was to be approximately 6 feet tall and covered with screening material to block visual access and to prevent trespass. Moduloc fencing was installed in the required locations. Such fencing was 6 feet high and was covered with green screening material.

IV **Operational Requirements detailed at Schedule B**

Schedule B specified the following operational requirements:

A. **Hours of Operation:**

- a) Wednesdays 7:30am-9:00pm;
- b) Thursdays 7:30am-11:00pm;
- c) Fridays 7:30am-9:00pm;
- d) Saturdays 7:30am-11:00pm;
- e) Sundays 7:30am-9:00pm.

with provision for early arrivals and later departures, as detailed in Schedule B but with playing of amplified music outside the specific hours detailed above prohibited.

- B. **LLBO:** Alcohol served on site during events was required to be strictly in accordance with all requirements of the LLBO and service was not to extend beyond the hours of operation detailed above.
- C. **Camping:** Camping on site was prohibited except in the location identified on the Site Plan and only to the extent necessary to accommodate individuals directly responsible for the care of horses on site during events.
- D. **Fencing:** Temporary fencing was required to be removed by no later than September 15, 2015.
- E. **Vehicle Parking:** Parking on site was restricted to the parking areas identified on the Site Plan.

- F. Manure Storage and Handling: Manure was required to be temporarily stored only in locations specifically identified on the Site Plan and all manure was required to be removed daily during events by a properly licensed manure removal and disposal company.
- G. Noise: Schedule B required the taking of such steps necessary to ensure that the amplified sound system was designed and operated to prevent any nuisance to adjacent property owners and, in particular, that:
- a) There be no public address system in the stables;
 - b) An “on-line” communication system be implemented to allow participants to monitor the status of activities in each ring, and eliminate the need for amplified announcements of such information;
 - c) The sound systems that operate in the stadium during competitions be oriented to minimize sound projection towards the Gilbert residence with sound levels kept to the minimum reasonably required during competitions;
 - d) Amplified music, announcements or other sound not be allowed before or after the hours of operation permitted by the permits;
 - e) Any amplified background recorded music played on any event day not be audible at any time at any off site sensitive receptor location;
 - f) No live or recorded entertainment with amplified music be permitted during events except:
 - i) Thursday, July 2, 2015 from 5:30pm until 10:15pm;
 - ii) Saturday, July 4, 2015 from 5:30pm until 10:15pm;
 - iii) Thursday, July 9, 2015 from 5:30pm until 10:15pm;
 - iv) Saturday, July 11, 2015 from 5:30pm until 10:15pm;
 - v) Thursday, July 16, 2015 from 5:30pm until 10:15pm;
 - vi) Saturday, July 18, 2015 from 5:30pm until 10:15pm;
 - vii) Thursday, July 30, 2015 from 5:30pm until 10:15pm;
 - viii) Saturday, August 1, 2015 from 8:00pm until 11:00pm;
 - ix) Thursday, August 6, 2015 from 5:30pm until 11:00pm;

- x) Saturday, August 8, 2015 from 8:00pm until 11:00pm;
 - xi) Thursday, August 20, 2015 from 5:30pm until 11:00pm;
 - xii) Saturday, August 22, 2015 from 8:00pm until 11:00pm;
 - xiii) Thursday, August 27, 2015 from 5:30pm until 11:00pm;
 - xiv) Saturday, August 29, 2015 from 8:00pm until 11:00pm.
- g) Live entertainment with amplified music, as permitted immediately above, should be limited to piano music inside the Blu Cocktail Lounge and be kept to sound levels that do not cause any nuisance at any off site sensitive receptor location;
 - h) As an alternative to live piano music in the Blu Cocktail Lounge, as provided for above, recorded jazz music might be permitted so long as sound levels did not cause any nuisance at any off site sensitive receptor location.

In addition to the requirements detailed in Schedule B, Schedule A to each of the permits identified that daily sound tests would be conducted at the Gilberts' property line to ensure that sound was non-intrusive.

V Review regarding Operational Requirements

- A. Hours of Operation: All events of the 2015 Season were conducted within the hours of operation. With one exception noted below amplified music was restricted to the times permitted under the permits. Live entertainment was cancelled following the July 11th event.
- B. LLBO: All requirements of the LLBO were complied with.
- C. Camping: Requirements regarding location and persons eligible for camping on site were complied with. Noise was strictly prohibited. Camping was limited to recreational vehicles and trailers with self-contained sanitary facilities.
- D. Fencing: As indicated required fencing was installed. As required the temporary fencing was removed September 4, 2015.
- E. Vehicle Parking: As required, parking was restricted to the parking areas identified on the Site Plan. Three parking employees directed traffic and kept vehicles out of the stabling area. Those employees were assisted in August by a retired police officer at the entrance gate from 5:00pm-9:00pm to ensure there were no traffic issues getting into the property or leaving and no traffic issues were reported.

- F. Manure Storage and Handling: Manure was temporarily stored in the specified locations and was removed daily during events by a properly licensed manure removal and disposal company.
- G. Noise: As indicated at Schedule A to each of the permits, loud bins were replaced prior to the commencement of the 2015 Season to reduce banging noise from such sources.

As also indicated at Schedule A to each of the permits and as required at Schedule B to each of the permits, implementation of Showgroundsalive.com replaced the public address system in the stables and allowed participants to monitor the status of activities in each ring so as to make unnecessary amplified announcements.

As also indicated at Schedule A to each of the permits, the sound system on the main stadium was reconfigured prior to the commencement of the 2015 Season.

Also, as indicated at Schedule A to each of the permits, daily sound tests were carried out by Angelstone personnel at the privacy fence located on the Angelstone side of the property line parallel to the rear lot line of the Gilbert property. Attached is a summary of the dates and times, results and actions taken in response to results.

As indicated on the attached summary, when faint sound was noted from the stadium announcer July 1 and 3, the volume was lowered. Similarly volume was reduced August 5 and August 27 in response to sound tests.

Following the completion of the first event notification was received that sound – the voice of the announcer – from the main stadium was traveling too far. Based on this information a complete upgrade to the main stadium speaker system was carried out and completed prior to the commencement of the second event, which involved replacing the existing large, concert-like, speakers with small localized speakers which prove to be extremely effective. In this process 8 large speakers, each 1,000 watts, were replaced with a number of 30 watt units and 4 amplifiers, each 2,000 watts, were replaced by a single 800 watt unit. The localized system is a 70V system that employs compression limiters on the output path and also filters out low frequencies under 60hz thereby reducing bass frequencies.

On July 11 Mr. Cousins advised that some sound – the voice of announcers – could be heard from the ESI ring. On July 13, 2015 the system on the ESI ring was replaced with small localized speakers, which were redirected.

Following the completion of the event which concluded August 9, Mr. Cousins advised that at certain times the announcer on the EEC and Stadium warm up rings could be heard. Based on this information the balance of the existing system that had not already been replaced was replaced with new localized speakers, a process that was completed before the commencement of the sixth event August 19.

As a result of the speaker replacement process a total of 16 large speakers have been removed from the site, being all of such speakers, and all speakers on site are now the small localized speakers. Photos of the replaced speakers and amplifiers as well as photos of the replacement speakers are attached.

Notice, dated July 7, 2015, was received from the Town of Erin indicating that at approximately 7:00pm July 2, 2015 Town monitors reported music could be heard clearly in front of the Gilbert residence and would be considered a nuisance in violation of Section 3(e) of Schedule B to Permit 2015A. Angelstone advised the Town that between 7:00pm and 8:00pm July 2, 2015 a sound test of the systems on the competition rings had been conducted following completion of the events that date in order to determine and mark amplification levels at which sound would carry off site in preparation for and to ensure sound was contained for the events of July 3, 4 and 5.

The July 7 notice from the Town also indicated that between approximately 7:00pm and 11:30pm July 4, 2015 Town monitors reported that, although no problems were experienced during the competition, music following the completion of the competition was at low enough volume that only bass could be detected at the Gilbert residence but that the noise (voices and music) increased and was clearly audible at the Gilbert residence at 11:00pm and that music had been played until 11:26pm. The notice stated violations of Sections 3(e) and 3(f) of Schedule B to Permit 2015A regarding noise and of Section 7 of Schedule B to that permit in respect of hours of operation.

Based on this information Angelstone arranged to have localized speakers installed in the Blu Lounge. Angelstone advised the Town that follow-up had determined that music was kept on until cabs that had been ordered arrived on site at 11:26pm in order to ensure that patrons who were waiting for cabs did not revise decisions to take cabs. Angelstone further advised the Town that arrangements had been made, by contract, to have a sufficient number of cabs pre-ordered and on-site on a standby basis at 10:00pm for all subsequent events to ensure that there was no repeat of the violation of hours of operation. Over the balance of the season this arrangement worked well and no further violation of hours of operation occurred.

On July 17, 2015 Angelstone was provided, by Mr. Cousins, with a copy of a complaint e-mail sent by the Gilberts July 16, 2015 with respect to noise that evening. The events of July 16 had occurred in the EEC ring and as a result of the receipt of the complaint Angelstone replaced speakers on the EEC ring with small localized speakers, as noted above.

Discussions with Robert Leslie (located adjacent to the north east corner of the site), Full Circle Farm (directly east of the site), Keith (located south east of the site), the Standardbred Race Track (located south of the site), the Woodleys (located directly west of the site with residence 100m from competition rings) and Greg Mance (located directly north of the site and closest to the Main Stadium) following the completion of the 2015 Season, seeking input from them on their impressions and experience regarding the

Season produced responses indicating that all felt that the events had not created a nuisance for them and that they had not been impacted by the events.

VI Projected 2016 Season Event Dates

The 2016 Season is projected to consist of the following 5 events on the dates below:

1. The Erin Welcome CSI – June 8-12;
2. The Headwaters Cup CSI – June 15-19;
3. The Champions CSI – August 17-21;
4. The National CSI – August 24-28;
5. The International CSI – August 31-September 4.

Kathryn Ironmonger

From: Randy Hoy
Sent: Monday, August 31, 2015 2:53 PM
To: Kathryn Ironmonger
Subject: Angelstone Farms

Hello Kathryn;

Here is my final report with recommendation. This report is from monitoring the Angelstone Farm property from 01July to 30 August 2015.

Hours of operation:

There was no problem with hours of operation as all events were concluded before the times noted. There were gatherings of persons in the main tent following the Thursday and Saturday events however they were not disruptive and were diminishing in numbers as 2300 hrs approached.

Camping:

As noted the greatest number of campers on site at any time was 46 which was below the allowable number.

Traffic and parking:

Parking was not a problem however traffic was a concern following the events on Thursday and Saturday as there were large crowds and it took considerable time for the traffic to leave the property safely (onto Cty. Rd. 50) as there was no police presence at any time during the summer.

Security:

If security was present they were not identifiable.

Manure storage and handling:

No problem as the manure was removed from site by a trucking company out of Elmira.

Noise

This was the only concern and continues to be a problem for the Gilberts.

As noted in my previous reports there are times when noise is not detected at the property but this is mainly due to a wind blowing from the west. If there is no wind then PA noise is heard in various volumes from just detectable to a level that could be considered annoying.

The main source of the noise is from the PA system at the "main" ring practice area. The speakers for this ring are mounted on the east side of the ring and project the sound in a westerly direction which happens to be in a direct line to the Gilbert property. The speaker system in the "main" ring tent area is generally contained within the tents set up for viewing however there were times when the volume level was quite high and did contribute to the problem at the Gilbert's.

Recommendations:

I would recommend that the speakers for the practice ring (main) be mounted on the west side of the ring projecting in an easterly direction. If that is not practical then the volume should be lowered. The volume should also be monitored in the main tent area to ensure that it does not go over the acceptable limit. I would recommend that security staff be identifiable and police should be in attendance to ensure safe exit from the property when large crowds are expected.

Randy Hoy

Event 1: Hunter Spectacular
Dates: July 1st – 5th, 2015

Monitoring Date: July 2nd, 2015
Time: 6:00pm – 11:00pm
Elements Observed: Noise, hours of operation, camping, traffic, parking, security

Summary

- No security visible
- Noise could be heard clearly from roadway in front of Gilbert residence between 6:00pm – 8:00pm
- Noise appeared to come from Main Stadium
- Spoke with Mr. Gilbert regarding noise levels. He explained to me noise levels were louder around 5:30pm before my arrival. Mr. Gilbert also complained of “loud banging” noises he heard at approximately 4:00am.

Monitoring Date: July 3rd, 2015
Time: 2:00pm – 4:00pm
Elements Observed: Noise, hours of operation, traffic, parking, security

Summary

- Noticeably busier
- Competitions taking place on all four arenas
- Background music and announcements could be heard on all four completion arenas while walking throughout Angelstone
- Music could be heard faintly from roadway in front of Gilbert residence however announcements being made could be heard very clearly

Kathryn Ironmonger

From: Randy Hoy
Sent: Sunday, July 12, 2015 11:01 PM
To: Kathryn Ironmonger
Subject: Monitor Report

Angelstone Farms Inc.

The Hunter Spectacular: July 1,4,5, 2015

Monitoring of the event centred around the noise level present and hours of operation. All other aspects of the permit were considered and were found to be in compliance with the limits set.

The noise levels during the competitions from the PA system were found to be clearly audible at the Gilbert residence. The after hours party began at approx. 7 PM and was acceptable however as the evening extended the noise level from the music and patrons was loud enough to be clearly heard at the Gilbert's residence. It was also noted that the music continued until 11:26 PM.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 01 JUL 2015 Time: 3:35 - 5:10 PM Duration of Visit: 1 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

PRIMARYLY NOISE BUT ALL ELEMENTS CONSIDERED

Describe exact vantage point::

ON GROUNDS, COUNTY ROAD 50 OUTSIDE OF PROPERTY AND OUTSIDE OF GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

NOISE WITHIN ACCEPTABLE LIMITS AND NO OTHER PROBLEMS NOTED THERE WERE 28 CAMERAS ON SITE.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 2, 2015 Time: 18:00 HOURS Duration of Visit: 5 HOURS

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION, CAMPING, TRAFFIC, PARKING AND SECURITY

Describe exact vantage point:
IMOVED EVERY HOUR FROM BESIDE MAIN STADIUM, CLOSEST TO VIP LOUNGE AND
FRAMOSA ERIN TOWNLINE IN FRONT OF GILBERT RESIDENCE.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:
NOISE LEVELS FROM 1800 - 2000 HOURS WERE NOT IN COMPLIANCE WITH MAJOR
EVENT PERMIT BECAUSE THEY COULD BE HEARD CLEARLY FROM FRAMOSA ERIN TOWNLINE
IN FRONT OF GILBERT RESIDENCE. THIS IS NOT IN COMPLIANCE WITH SECTION 3E OF THE PERMIT
SCHEDULE B CONDITIONS. MR. GILBERT ALSO FILED A COMPLAINT REGARDING NOISE LEVELS.
THERE WAS ALSO NO SECURITY VISIBLE DURING MY VISIT. FROM 20:00 - 23:00 HOURS NO
MUSIC WAS BEING PLAYED, NO SOCIAL EVENTS HAPPENED IN THE BLUE COCKTAIL LOUNGE AND
NO EVENTS TOOK PLACE AT ALL DURING THE DURATION OF MY VISIT. ALL OTHER CONDITIONS
OF THE MAJOR EVENT PERMIT APPEARED TO BE IN COMPLIANCE.

MIKE MONINGS

MONITOR FOR ANGLESTONE FARMS EVENTS 2015

NOTES FOR JULY 2, 2015

1800 - 2300 HOURS

1750 ARRIVE AT ANGLESTONE. PARKED ADJACENT TO MAIN STADIUM.

1800 WALK AROUND AND FAMILIARIZE SELF WITH PROPERTY. LIGHT MUSIC BEING PLAYED AT THE MAIN STADIUM AND EEC RING. NO COMPETITIONS APPEAR TO HAVE STARTED AT THIS TIME.

1900 MOVED TO ERAMOSA ERIN TOWNLINE JUST IN FRONT OF GILBERT RESIDENCE. AT THIS TIME MUSIC COULD BE HEARD VERY CLEARLY. THE BASS OF THE MUSIC WAS MOST NOTICEABLE AND WOULD DEFINITELY BE CONSIDERED A NUISANCE. AT THIS TIME NANCY AND FRED GILBERT APPROACHED ME AND ASK ME IF I WAS THE MONITOR TO WHICH I LET THEM KNOW I WAS. THEY PROCEEDED TO TELL ME THE MUSIC WAS MUCH LOUDER AROUND 1730 HOURS BEFORE MY ARRIVAL. MR. GILBERT ALSO EXPLAINED TO ME THAT HE COULD HEAR "BANGING NOISES" AND RADIO MUSIC AT APPROXIMATELY 0600 HOURS IN THE MORNING.

2000 MOVED BACK ADJACENT TO MAIN STADIUM. NO MUSIC PLAYING AT THIS TIME

2100

NO MUSIC BEING PLAYED. NO COMPETITIONS HAVE TAKEN PLACE SINCE MY ARRIVAL. THE ONLY NOISE AT THIS TIME IS CONSTRUCTION NOISE FROM WHAT APPEARS TO BE EVENT SETUP.

2130

NO SOCIAL EVENTS TAKING PLACE. NO MUSIC OR PEOPLE IN THE BW COCKTAIL LOUNGE. NO TENNIS WERE OBSERVED IN THE CAMPER AREA AND THE NUMBER OF CAMPERS ARE IN COMPLIANCE.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 3, 2015 Time: 14:00 HOURS Duration of Visit: 2 HOURS

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, TRAFFIC, PARKING, HOURS OF OPERATION AND SECURITY

Describe exact vantage point:

ADJACENT TO MAIN STADIUM AS WELL AS ON FOOT THROUGHOUT ANGLESTONE'S PROPERTY.

ALSO MONITORED FROM GRAMOSA ERIN TOWNLINE IN FRONT OF GILBERT RESIDENCE.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

ANGLESTONE WAS FAIRLY BUSY DURING MY VISIT, HOWEVER I DID NOT HAVE

ANY ISSUES PARKING. I DID NOT SEE ANYONE DIRECTING TRAFFIC, NOR DID I SEE ANY

SECURITY. COMPETITIONS WERE TAKING PLACE ON ALL FOUR COMPETITION ARENAS

WITH MUSIC BEING PLAYED AS WELL AS PUBLIC ANNOUNCEMENTS. MUSIC WAS LIGHT BUT

ANNOUNCEMENTS WERE SLIGHTLY LOUDER. I SPENT TIME ON GRAMOSA ERIN TOWNLINE

IN FRONT OF GILBERT PROPERTY WHERE MUSIC FROM MAIN STADIUM COULD BE HEARD BUT

WAS VERY FAINT. HOWEVER PUBLIC ANNOUNCEMENTS FROM MAIN STADIUM COULD BE

HEARD LOUD AND CLEAR FROM THIS VANTAGE POINT.

MIKE MONINGS

MONITOR FOR ANGLESTONE EVENTS 2015

NOTES FOR JULY 3, 2015

14:00 - 16:00 HOURS

- 14:00 ARRIVE AT ANGLESTONE AND PARK ADJACENT TO MAIN STADIUM. DID NOT SEE ANYONE DIRECTING TRAFFIC OR PARKING ON MY WAY IN. NO SECURITY VISIBLE. PARKING WAS NOT AN ISSUE AS I FOUND A SPOT VERY EASILY.
- 14:10 WALK AROUND SITE. COMPETITIONS TAKING PLACE IN ALL FOUR COMPETITION ARENAS. LIGHT BACKGROUND MUSIC IS PLAYING AS WELL AS ANNOUNCEMENTS IN ALL FOUR COMPETITION ARENAS.
- 14:40 AT THIS TIME I MOVED TO ERAMOS A BRIN TOWNLINE ADJACENT TO THE GILBERT PROPERTY. MUSIC FROM THE MAIN STADIUM HEARD BUT WAS VERY FAINT. HOWEVER PUBLIC ANNOUNCEMENTS COULD BE HEARD VERY CLEARLY, TO THE POINT I COULD MAKE OUT EVERY WORD THE ANNOUNCER WAS SAYING.
- 15:10 MOVE BACK TO ANGLESTONE ADJACENT TO MAIN STADIUM. STILL NO SECURITY VISIBLE.
- 16:00 LEFT ANGLESTONE



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 04 JUL 2015 Time: 5⁵⁵-11³² PM Duration of Visit: 5 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION,

Describe exact vantage point::

ON SITE, COUNTY ROAD 50 OUTSIDE OF PROPERTY AND ADJACENT TO GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

NOISE: NO PROBLEMS DURING COMPETITION (ENDED AT 7⁰⁰ PM)

AS THE PARTY BEGAN THE MUSIC WAS AT A LEVEL LOW ENOUGH THAT ONLY THE BASS COULD BE DETECTED AT THE GILBERT RESIDENCE AS THE HOURS PASSED THE NOISE LEVEL (VOICES & MUSIC) INCREASED TO A POINT THAT IT WAS CLEARLY AUDIBLE AT GILBERTS (11⁰⁰ PM).

HOURS OF OPERATION: THE MUSIC WAS PLAYED UNTIL 11²⁶ PM AT WHICH TIME IT WAS TURNED OFF



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 05 JUL 2015 Time: 12⁵⁵ - 2³⁵ Duration of Vlsit: 1 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

PRIMARYLY NOISE AND OTHER ELEMENTS NOTED IN AGREEMENT PAPERS

Describe exact vantage point::

ON SITE AND ADJACENT TO GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

NOISE WITHIN ACCEPTABLE LIMITS, NO OTHER PROBLEMS OBSERVED. TOTAL OF 35 CAMPERS ON SITE

Event 2: The Erin Welcome
Dates: July 8th – 12th, 2015

Monitoring Date: July 8th, 2015
Time: 1:00pm – 2:30pm
Elements Observed: Noise, hours of operation, traffic,

Summary

- Competitions appear to be taking place on three arenas
- Announcements from the Hunter Ring could be heard very clearly from roadway in front of Gilbert residence. Music could be heard but was very faint

Monitoring Date: July 12th, 2015
Time: 4:30pm – 6:00pm
Elements Observed: Noise, camping, traffic, parking

Summary

- Completions taking place on Main Stadium and Main Stadium Warm Up arenas
- Faint background music could be heard while on property
- Frequent announcements could be heard while on property
- The frequent announcements being made could be heard clearly from roadway in front of Gilbert residence

Kathryn Ironmonger

From: Randy Hoy
Sent: Sunday, July 12, 2015 11:10 PM
To: Kathryn Ironmonger
Subject: Monitor Report

Angelstone Farms Inc.

The Erin Welcome

July 9, 10, 11, 2015

Monitoring of the event once again centred around the noise levels and hours of operation.

The sound level from the PA system (during competitions) was clearly audible at the Gilbert residence - not music being played but verbal announcements.

The after hours party on the 9th was fairly quiet and the music was shut down well before 10PM.

The same party on the 11th had the music turned off before 10PM although the verbal noise level could still be heard at Gilbert's when I left at 11PM.

Note: I made contact with Mr. Gilbert and discussed the process we have in place. He noted that he had seen myself and the other monitor several times in the last 2 weeks.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 8, 2015 Time: 13:00 - 14:30 hours Duration of Visit: 1.5 hours

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (i.e. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION, PARKING

Describe exact vantage point:

ON FOOT THROUGHOUT ANGLESTONE AND ERAMOSA ERIN TOWNLINE
ADJACENT TO GILBERT PROPERTY FROM ROADWAY.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

NOISE LEVELS DURING MY VISIT WERE NOT IN COMPLIANCE WITH THE
MAJOR EVENT PERMIT BECAUSE THE PUBLIC ADDRESS SYSTEM AND RING ANNOUNCEMENTS
FROM THE HUNTER RING WERE QUITE LOUD AND COULD BE HEARD VERY CLEARLY
FROM THE ROADWAY ADJACENT TO THE GILBERT RESIDENCE ON ERAMOSA ERIN
TOWNLINE. THIS IS NOT IN COMPLIANCE WITH SECTION 3E OF THE PERMIT
SCHEDULE B CONDITIONS. MUSIC WAS BEING PLAYED THROUGHOUT ANGLESTONE
ARENAS BUT WAS NOT AUDIBLE AT OFFSITE RECEPTORS LIKE THE RING
ANNOUNCEMENTS WERE.

MIKE MONINGS

MONITOR FOR ANGLESTONE FARMS EVENTS 2015

NOTES FOR JULY 8, 2015

13:00 - 14:30 HOURS

13:00 ARRIVE AT ANGLESTONE. PROPERTY IS BUSY BUT I DID NOT HAVE ANY DIFFICULTY FINDING A SPOT. PROCEED TO WALK AROUND. COMPETITIONS APPEAR TO BE STARTING ON THREE OF FOUR COMPETITION ARENAS. MUSIC IS BEING PLAYED AND CAN BE HEARD THROUGHOUT PROPERTY. SOUNDS LIKE IT IS BEING PLAYED FROM A SIRIUS SATELLITE RADIO STATION. PUBLIC ANNOUNCEMENTS CAN BE HEARD FROM VARIOUS STADIUMS ALSO, INCLUDING MAIN STADIUM.

14:00 MOVED MY LOCATION TO ERAMOSA ERIN TOWNLINE ADJACENT TO GILBERT PROPERTY ON ROADWAY. BACKGROUND MUSIC COULD BE HEARD BUT WAS VERY FAINT. HOWEVER PUBLIC ANNOUNCEMENTS AND RING ANNOUNCER FROM HUNTER RING WERE QUITE LOUD AND COULD BE HEARD VERY CLEARLY. RING ANNOUNCEMENTS FROM OTHER STADIUMS COULD BE HEARD BUT WERE VERY FAINT.

14:30 LEAVE AREA



Town Of Erin

Building Dept: (519) 855-4407
building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
Property Owner: ANGELSTONE FARMS INC
Property Location: 8720 WELLINGTON RD 50
Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: PASSED Inspector: Harold Knox
Date: 09/07/2015 Walked around site for awhile. Nice and clean. Saw medic onsite. Loud
Time: 2:44 PM speakers were quite low.
No issues.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: July 9/15 Time: 6-11 Duration of Visit: 5

Observed by: R. Aoy

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (i.e. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE & HOURS OF OPERATION

Describe exact vantage point::

ON PROPERTY AND OUTSIDE OF GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

NOISE LEVELS WITHIN ACCEPTABLE LIMITS. AFTER HOURS SOCIAL EVENT

QUIET--MUSIC TURNED OFF BY 10 PM.

44 CAMPERS ON PREMISES.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 10/15 Time: 1³⁵-3¹⁰ Duration of Visit: 1 1/2 HRS.

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE

Describe exact vantage point::

ON SITE AND GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

THE PA ANNOUNCEMENTS WERE QUITE AUDIBLE ON THE
GILBERT PROPERTY
46 CAMERAS ON SITE



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 11/15 Time: 6-11 Duration of Visit: 5

Observed by: R. Hoy

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE & HRS OF OPERATION

Describe exact vantage point::

ON SITE AND GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

AFTER HOURS PARTY: MUSIC TURNED EARLY. VERBAL CONVERSATION CLEARLY AUDIBLE AT GILBERT RESIDENCE.

I SPOKE TO MR GILBERT CONCERNING OUR MONITORING. HE

MENTIONED THERE WAS NOISE FROM MACHINERY AT 4 AM EACH

DAY

46 CAMPER'S ON SITE.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 12, 2015 Time: 16:30 - 18:00 hours Duration of Visit: 1.5 hours

Observed by: MINE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING, TRAFFIC, PARKING

Describe exact vantage point:

ON FOOT MAINLY BEHIND VIP AREA CLOSEST TO MAIN STADIUM AND MAIN STADIUM

WARM UP.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING MY OBSERVATIONS ON THIS DAY THE MAIN STADIUM AND MAIN STADIUM WARM UP ARENAS

AND HAVE COMPETITIONS TAKING PLACE. LIGHT MUSIC COULD BE HEARD PLAYING, AND FREQUENT

RING ANNOUNCEMENTS COULD BE HEARD FROM BOTH ARENAS. MY VANTAGE POINT WAS

DIRECTLY BEHIND THE VIP BEHIND THE MAIN STADIUM. I MOVED MY VANTAGE POINT TO

ERANDSA ERIN TOWNLINE IN FRONT OF GILBERT PROPERTY TO OBSERVE NOISE LEVELS. NO

MUSIC COULD BE HEARD AT ALL, BUT RING ANNOUNCEMENTS WERE STILL FAIRLY AUDIBLE

FROM ROADWAY IN FRONT OF GILBERT RESIDENCE. I WOULD CONSIDER THE LOUDNESS AND CLARITY

OF THE RING ANNOUNCEMENTS A NUISANCE AND NOT IN COMPLIANCE WITH THE MAJOR EVENTS

PERMIT SECTION 3E SCHEDULE B CONDITIONS. ALL OTHER CONDITIONS WERE IN COMPLIANCE

AT THIS TIME

MIKE MONINGS

MONITOR FOR ANGLESTONE FARMS 2015

NOTES FOR JULY 12, 2015

16:30 - 18:00 HOURS

- 16:30 ARRIVE AT ANGLESTONE AND PARK ADJACENT TO MAIN STADIUM WARM UP. COMPETITIONS ARE TAKING PLACE IN THE MAIN STADIUM AND WHAT APPEARS TO BE PRACTICE IN THE MAIN STADIUM WARM UP RING. PARKING WAS NOT AN ISSUE. ANNOUNCEMENTS FROM BOTH MAIN STADIUM AND WARM UP AREA CAN BE HEARD. LIGHT MUSIC CAN BE HEARD FROM THIS VANTAGE POINT BUT VERY LIGHTLY.
- 16:50 WALK AROUND PROPERTY ON FOOT. MUSIC CAN BE HEARD A LITTLE MORE CLEARLY CLOSER TO MAIN STADIUM BESIDE VIP AREA BUT SEEM TO BE AT A REASONABLE LEVEL. PUBLIC ANNOUNCEMENTS STILL APPEAR TO BE QUITE LOUD, AND VERY FREQUENT COMING FROM MAIN STADIUM WARM UP RING. SITE NOT OVERLY BUSY AT THIS TIME WITH SPECTATORS. ALL OTHER ASPECTS OF PERMITS CONDITIONS APPEAR TO BE IN COMPLIANCE, HOWEVER NOISE COULD BE AN ISSUE OFFSITE. NOT MUSIC OR ANNOUNCEMENTS BEING PLAYED ANYWHERE OTHER THAN MAIN STADIUM OR MAIN STADIUM WARM UP.
- 17:30 MOVED MY LOCATION TO ERAMOSA ERIN TOWNLINE JUST SOUTH OF WELLINGTON ROAD SO, NO MUSIC OR ANNOUNCEMENTS COULD BE HEARD.
- 17:40 MOVED MY LOCATION TO ERAMOSA ERIN TOWNLINE ADJACENT TO GILBERT PROPERTY ON ROADWAY. NO MUSIC COULD BE HEARD, PUBLIC ANNOUNCEMENTS FROM MAIN STADIUM AND MAIN STADIUM WARM UP COULD BE HEARD CLEARLY FROM THIS LOCATION.
- 18:00 LEAVE AREA.

Event 3: The Headwaters Cup
Dates: July 15th – 19th, 2015

Monitoring Date: July 16th, 2015
Time: 6:00pm – 11:00pm
Elements Observed: Noise, hours of operation, camping, parking, traffic, security

Summary

- From 6:00pm – 8:30pm music and announcements coming from the EEC Ring could be heard very clearly from the roadway in front of the Gilbert residence
- Background music appeared to get louder once the completion had ended
- Music from the cocktail party at night was at reasonable levels

Monitoring Date: July 17th, 2015
Time: 5:00pm – 6:30pm
Elements Observed: Noise

Summary

- Inclement weather, site very quiet
- All conditions in compliance

Kathryn Ironmonger

From: Randy Hoy
Sent: Sunday, July 19, 2015 11:16 PM
To: Kathryn Ironmonger
Subject: Angelstone Farms Inc.,

The Headwaters Cup July 15, 18, 19.

Monitoring of the events took place on the dates noted above. All aspects of the permits were evaluated and compliance was noted. Once again it should be noted that the PA system could be heard at the Gilbert residence however it was at a very low volume. The after hours party music was turned off prior to 11 pm.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 15 JUL 15 Time: 2:55 - 4:25 Duration of Visit: 1 1/2 HR

Observed by: R. Hoy

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPERS

Describe exact vantage point::

ON PROPERTY AND ADJACENT TO GILBERTS RESIDENCE

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING COMPECTION THE PA SYSTEM WAS AUDIBLE AT GILBERTS HOWEVER MUSIC BEING PLAYED NOT DETECTED 42 CAMPERS ON SITE.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 16, 2015 Time: 18:00-23:00 HOURS Duration of Visit: 5 HOURS

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

HOURS OF OPERATION, CAMPING, TRAFFIC, PARKING, SECURITY, NOISE

Describe exact vantage point:

ADJACENT TO EEC RING AND ERAMOSA TOWNLINE IN FRONT OF GILBERT RESIDENCE ON ROADWAY.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

FROM THE HOURS OF 18:00 - 20:30 HOURS PUBLIC ANNOUNCEMENTS AND MUSIC COMING FROM

THE EEC RING, COULD BE HEARD VERY CLEARLY FROM ERAMOSA TOWNLINE IN FRONT

OF THE GILBERT RESIDENCE WHILE STANDING ON THE ROADWAY. THE NOISE LEVEL DID NOT APPEAR

TO CHANGE DURING THIS TIME, IN FACT WHEN THE COMPETITION WAS OVER, THE MUSIC GOT LOUDER.

NOISE LEVELS DURING THIS TIME WERE NOT IN COMPLIANCE WITH SECTION 3E OF THE MAJOR EVENTS

PERMIT 2015A SCHEDULE B CONDITIONS. NOISE LEVELS DURING THIS TIME WOULD BE CONSIDERED A

NUISANCE. THERE WAS ALSO NO SECURITY VISIBLE DURING MY FIVE HOURS OF MONITORING.

FROM 20:30 - 23:00 HOURS NOISE CONDITIONS WERE IN COMPLIANCE.

MIKE MONINGS

MONITOR FOR ANGLESTONE FARMS EVENTS 2015

NOTES FOR JULY 16, 2015

18:00 - 23:00 HOURS

18:00

ARRIVE AT ANGLESTONE. PARKING WAS NOT AN ISSUE, SITE SEEMS TO BE FAIRLY QUIET TRAFFIC WISE. I PARKED ADJACENT TO EEC RING. THE ONLY COMPETITION TAKING PLACE AT THIS TIME IS ON THE EEC RING. THERE IS PRACTICE TAKING PLACE ON THE MAIN STADIUM WARM-UP AND DERBY WARM-UP. THE ONLY MUSIC AND ANNOUNCEMENTS BEING PLAYED ARE ON THE EEC RING. THE MUSIC IS LIGHT. THE ANNOUNCEMENTS FROM THE RING ANNOUNCER APPEAR LOUD AND QUITE FREQUENT.

19:30

MOVE MY LOCATION TO ERAMOSA ERIN TOWNLINE ADJACENT TO GILBERT PROPERTY ON ROADWAY. NO MUSIC CAN BE HEARD, BUT THE FREQUENT ANNOUNCEMENTS FROM THE EEC RING CAN BE HEARD VERY CLEARLY AND STILL APPEAR LOUD. THERE ARE FREQUENT ANNOUNCEMENTS OF UPCOMING EVENTS AND THINGS OTHER THAN THE COMPETITION ITSELF. THE NOISE LEVEL OF THE ANNOUNCEMENTS AT THIS TIME WOULD HAVE TO BE CONSIDERED A NUISANCE.

20:00

MOVE MY LOCATION BACK ADJACENT TO EEC RING. COMPETITION APPEARS TO HAVE ENDED. MUSIC LEVEL HAS GONE UP FOR AWARDS CEREMONY AND IS LOUDER THAN BEFORE. MUSIC BEING PLAYED IS FROM A RADIO STATION AND NOT LIGHT PRE-RECORDED MUSIC.

20:15

SINCE MUSIC LEVELS APPEARED TO INCREASE I MOVED BACK TO ERAMOSA ERIN TOWNLINE ON ROADWAY IN FRONT OF GILBERT RESIDENCE. AT THIS TIME THE MUSIC COULD BE HEARD CLEARLY AND WAS CONSIDERED A NUISANCE.

20:45 MOVED MY LOCATION BACK TO ADJACENT THE EEC RING. THE ONLY MUSIC BEING PLAYED IS COMING FROM THE TENT BESIDE THE EEC RING WHERE A COCKTAIL PARTY IS TAKING PLACE. MUSIC IS LIGHT AT THIS TIME.

21:25 SITE APPEARS TO BE QUIETING DOWN WITH THE EXCEPTION OF THE COCKTAIL PARTY TAKING PLACE BESIDE THE EEC RING.

22:00 MOVED BACK TO ERAMOSA ERIN TOWNLINE IN FRONT OF GILBERT RESIDENCE. MUSIC FROM COCKTAIL PARTY COULD NOT BE HEARD AT THIS TIME FROM THIS LOCATION..

22:10 MOVED BACK ADJACENT TO EEC RING WHERE COCKTAIL PARTY IS TAKING PLACE. MUSIC STILL BEING PLAYED BUT AT LOWER LEVELS.

23:00 LEAVE ANGLESTONE



Town Of Erin

Building Dept: (519) 855-4407
 building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
 Property Owner: ANGELSTONE FARMS INC
 Property Location: 8720 WELLINGTON RD 50
 Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
 Date: 17/07/2015 This morning at 7:30am attended site to listen for unnecessary noise.
 Time: Stopped on town line for a while to listen. Only birds singing. went into
 sight to listen. Just golf carts scooting around. No overly loud noise at this
 time of day.
 At 3:30 to 4:30 pm listen for noise and look for any infractions. Nothing to
 be found,



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 17, 2015 Time: 17:00 - 18:30 HOURS Duration of Visit: 1.5 HOURS

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE

Describe exact vantage point:

ON FOOT THROUGHOUT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING MY VISIT THE SITE APPEARED VERY QUIET, MOST LIKELY DUE IN PART TO THE INCLEMENT WEATHER. ALL CONDITIONS OF THE MAJOR EVENTS PERMIT 2015A WERE IN COMPLIANCE AT THIS TIME.

MIKE MONINGS

MONITOR FOR ANGLESTONE FARMS EVENTS 2015

NOTES FOR JULY 17, 2015

17:00 - 18:30 HOURS

17:00 ARRIVE AT ANGLESTONE, SITE IS NOTICEABLY QUIET, MOST LIKELY BECAUSE OF THE INCLEMENT WEATHER. PARK ADJACENT TO MAIN STADIUM. WALK AROUND PROPERTY. NO MUSIC BEING PLAYED AND NO COMPETITIONS TAKING PLACE.

18:00 AFTER WALKING AROUND PROPERTY THERE DON'T APPEAR TO BE ANY NON COMPLIANCE ISSUES. NO MUSIC OR ANY NOTICEABLE NOISE, SITE IS STILL VERY QUIET.

18:30 LEAVE ANGLESTONE



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 18 JUL 15 Time: 6-11 PM Duration of Visit: 5 HRS

Observed by: R. Hoy

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HRS OF OPERATION, CAMMPERS

Describe exact vantage point::

ON PROPERTY, CITY ROAD 50, GILBERTS PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING COMPETITIONS THE PA SYSTEM WAS AUDIBLE THE AFTER HOURS PARTY WAS HELD BUT THE MUSIC WAS TURNED OFF PRIOR TO 11 PM. THE MUSIC AND VOICES WERE JUST BARELY AUDIBLE AT GILBERTS. 43 CAMMPERS ON SITE



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 19 JUL 15 Time: 2:50 - 4:30 PM Duration of Visit: 1 1/2 HRS

Observed by: R. Hoy

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE

Describe exact vantage point::

ON SITE AND GILBERTS RESIDENCE

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

THE PA SYSTEM WAS LOUD HOWEVER DUE TO STRONG WESTERLY WINDS NO NOISE AT GILBERTS.

23 CAMPERS ON SITE.



Town Of Erin

Building Dept: (519) 855-4407
building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
Property Owner: ANGELSTONE FARMS INC
Property Location: 8720 WELLINGTON RD 50
Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
Date: 23/07/2015 Went to investigate to see if the house trailers were being used when
Time: 10:59 AM there was no event scheduled. Found 16 house trailers on site. Looked to
be no one using them at this time.

Event 4: Pan Am Celebration
Dates: July 29th – August 2nd, 2015

Monitoring Date: July 30th, 2015
Time: 6:00pm – 11:00pm
Elements Observed: Noise, hours of operation

Summary

- Announcements coming from the Main Stadium were quite loud and frequent while being observed from adjacent the Main Stadium and from roadway in front of Gilbert residence from 6:00pm – 8:30pm
- Frequency of announcements seemed unnecessary
- Music being played in the Blu Lounge at night was not piano or light jazz music

Monitoring Date: July 31st, 2015
Time: 6:30pm – 8:00pm
Elements Observed: Noise

Summary

- Large light standards appear to have been brought in, possibly for weekend events
- All conditions in compliance

Kathryn Ironmonger

From: Randy Hoy <
Sent: Monday, August 3, 2015 12:14 PM
To: Kathryn Ironmonger
Subject: Angelstone Pan Am Celebrations July 29 to Aug 02,
Follow Up Flag: Flag for follow up
Flag Status: Flagged

The location was monitored on July 29, Aug 1, & Aug 2.

All aspects of the contracts were considered and were compliant with the noise level being the exception. During the day time monitoring (Jul 29, Aug 2) there were no problems with noise level however this was not the case as noted in the detailed inspection report submitted by fax.

The PA system now consists of a large number of small speakers located in and adjacent to the tents. The volume level is fairly high when announcements are made and can be clearly heard over the Angelstone property. They can also be heard at the Gilberts when there is no wind blowing.

All other aspects of the contracts are being monitored and there are no apparent violations.

Randy Hoy



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 29 Time: 2²⁰-3⁵⁰ Duration of Visit: 1 1/2 HRS.

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING,

Describe exact vantage point::

GILBERT RESIDENCE, COUNTY ROAD 50
MAIN SHOW RING (EEC)

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

2²⁰ - ARRIVED AT LOCATION, THERE WAS A COMPETITION TAKING PLACE IN THE EEC. PA ANNOUNCEMENTS & MUSIC BEING PLAYED BUT WERE AT A VERY LOW LEVEL AND BARELY AUDIBLE 100 YARDS FROM THE EEC.

2⁴⁵ LOCATED ADJACENT TO GILBERT'S PROPERTY - NO AUDIBLE SOUNDS NOTED - 2⁵⁰ - COUNTY ROAD 50 IN FRONT OF ANGELSTONE - NO SOUNDS.

2⁵⁵ - 3⁴⁵ COMPETITION CONTINUED WITH NO VARIENCE IN VOLUME GILBERT PROPERTY CHKD 3 TIMES - 3¹⁵, 3³⁰, 3⁵⁰ - NO AUDIBLE SOUNDS.

22 CAMPERS PRESENT, NO OTHER VIOLATIONS NOTED.



Town Of Erin

Building Dept: (519) 855-4407
building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
Property Owner: ANGELSTONE FARMS INC
Property Location: 8720 WELLINGTON RD 50
Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
Date: 29/07/2015 Pretty quiet at site. A lot of the contestants have come back. Tractor
Time: cruming main event area.
Some horses jumping.



Town Of Erin

Building Dept: (519) 855-4407
 building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
 Property Owner: ANGELSTONE FARMS INC
 Property Location: 8720 WELLINGTON RD 50
 Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
 Date: 30/07/2015 Stopped along town line to listen for noise. NOTHING
 Time: 1:59 PM Still quiet on site no competitions going on yet.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 30, 2015 Time: 18:00 - 23:00 Hours Duration of Visit: 5 Hours

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION

Describe exact vantage point:

ADJACENT TO MAIN STADIUM IN PARKING LOT AND ON FOOT BESIDE BLV COCKTAIL LOUNGE. I ALSO OBSERVED FROM ERAMOSA ERIN TOWNLINE ON ROADWAY IN FRONT OF GILBERT PROPERTY

Indicate whether or not the Item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

FROM THE HOURS OF 18:00 - 20:30 HOURS WHILE OBSERVING FROM ADJACENT TO THE MAIN STADIUM AND FROM ROADWAY IN FRONT OF GILBERT RESIDENCE, SCHEDULE B CONDITIONS B8 AND B9 OF THE MAJOR EVENT PERMIT 2013, WERE NOT IN COMPLIANCE. ANNOUNCEMENTS, COMMENTATING AND MUSIC FROM THE MAIN STADIUM WERE VERY FREQUENT AND COULD BE HEARD CLEARLY FROM ERAMOSA ERIN TOWNLINE IN FRONT OF GILBERT RESIDENCE. THEY SOUNDED MUCH LOUDER THEN A MINIMUM REASONABLY REQUIRED AND THE COMMENTATING, FROM MULTIPLE ANNOUNCERS SEEMED TO GO AGAINST THE SUGGESTED "ON-LINE" COMMUNICATION SYSTEM. IT SHOULD BE NOTED THAT DANCE MUSIC WAS PLAYING IN THE BLV COCKTAIL LOUNGE AND NOT PIANO MUSIC AS PERMIT SUGGESTS.

Mike Moninger's

MONITOR FOR ANGLESTONE FARMS EVENTS 2015

NOTES FOR JULY 30, 2015

18:00 - 23:00 HOURS

18:00 ARRIVE AT ANGLESTONE. NO ISSUES PARKING. PARKED ADJACENT TO MAIN STADIUM. COMPETITION TAKING PLACE ON THE MAIN STADIUM AS WELL AS RIDERS ON THE MAIN STADIUM WARM UP. ANNOUNCEMENTS ARE BEING MADE ON BOTH THE MAIN STADIUM AND MAIN STADIUM WARM UP ARENAS. THERE IS ALSO MUSIC BEING PLAYED IN THE MAIN STADIUM. THERE ARE TWO ANNOUNCERS THAT CAN BE HEARD IN THE MAIN STADIUM AND THEY ARE BOTH DOING A LOT OF COMMENTARY IN BETWEEN RIDERS. BOTH ANNOUNCERS SEEM TO BE RELAYING AND COMMENTING ON INFORMATION THAT DOES SEEM REASONABLY NECESSARY FOR THE EVENT. THE VOLUME FROM MY VANTAGE POINT ALSO APPEARS LOW. THE ANNOUNCEMENTS AND COMMENTARY SEEM TO GO AGAINST PERMIT 2015B CONDITIONS SCHEDULE 3, 3B AND C.

19:00 MOVED MY LOCATION TO ERAMOSA ERIN TOWNLINE ON ROADWAY ADJACENT TO GILBERT RESIDENCE. ANNOUNCEMENTS COULD CLEARLY BE HEARD AT THIS TIME FROM THIS LOCATION FROM THE MAIN STADIUM. STILL A LOT OF ANNOUNCEMENTS AND COMMENTARY GOING ON IN THE MAIN STADIUM.

19:30 MOVED BACK TO ADJACENT THE MAIN STADIUM. WALKED AROUND TO OBSERVE FROM BESIDE THE BW COCKTAIL LOUNGE. ANNOUNCEMENTS AND MUSIC STILL QUITE LOUD AND FREQUENT.

20:30 COMPETITIONS APPEAR TO BE ENDING. ONLY BACKGROUND MUSIC CAN BE HEARD AT THIS TIME.

21:30 MUSIC NOW BEING PLAYED AT THE BLU COCKTAIL LOUNGE WHERE
THE COCKTAIL PARTY APPEARS TO BE TAKING PLACE. THE MUSIC
BEING PLAYED IS NOT PIANO MUSIC OR LIGHT JAZZ MUSIC AS THE
PERMIT SUGGESTS. THE MUSIC IS DEFINITELY DANCE MUSIC.

22:00 MOVED MY LOCATION TO ROADWAY IN FRONT OF GILBERT RESIDENCE. NO
NOISE COULD BE HEARD AT THIS TIME FROM THIS LOCATION.

22:45 MUSIC COMING FROM THE BLU COCKTAIL LOUNGE APPEARS TO BE TURNED
DOWN OR OFF BECAUSE IT IS NO LONGER AUDIBLE FROM MY Vantage POINT.

23:00 LEAVE ANGLESTONE.



Town Of Erin

Building Dept: (519) 855-4407
building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
Property Owner: ANGELSTONE FARMS INC
Property Location: 8720 WELLINGTON RD 50
Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status:	N/A	Inspector:	Harold Knox
Date:	31/07/2015	Stopped on townline beside where Anglestone is. Listened for unnecessary noise. All is quiet.	
Time:	7:59 AM	Sat for 15minutes. went to entrance into Angelstone. Security has been set up at the entrance into show area. All is quiet there too.	



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: JULY 31, 2015 Time: 18:30 - 20:00 HOURS Duration of Visit: 1.5 HOURS

Observed by: MIKE MOWINGIS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE

Describe exact vantage point:

FROM PARKING LOT ADJACENT MAIN STADIUM AND ON FOOT THROUGHOUT PROPERTY.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING MY OBSERVATION ALL ASPECTS OF THE MAJOR EVENTS PERMIT 2015B APPEARED TO BE IN COMPLIANCE IN THE TIME I WAS ONSITE. THERE DID APPEAR TO BE A LOT OF PREPARATION FOR THE WEEKEND WITH NUMEROUS LIGHT STANDARDS AND A LARGE CRANE BEING BROUGHT IN, HOWEVER THERE WERE NO ISSUES OF NON COMPLIANCE WITH REGARDS TO NOISE AT THIS TIME.

MIKE MONINGS

MONITOR FOR ANGLESTONE FARMS EVENTS 2015

NOTE FOR JULY 31, 2015

18:30 - 20:00 HOURS

18:30 ARRIVE AT ANGLESTONE AND PARK ADJACENT TO MAIN STADIUM. SITE IS VERY QUIET AND DOES NOT APPEAR TO BE VERY BUSY. VERY FEW CARS IN THE PARKING LOT. MOST PEOPLE ON SITE APPEAR TO BE ANGLESTONE STAFF. THERE ARE A FEW RIDERS IN THE MAIN STADIUM WARMUP.

18:45 WALK AROUND PROPERTY ON FOOT. I CANNOT HEAR ANY MUSIC BEING PLAYED ANYWHERE ON THE PROPERTY. THERE ARE NUMEROUS LIGHT STANDARDS THAT HAVE BEEN BROUGHT IN AND WHAT LOOKS LIKE A CRANE, POSSIBLY FOR THE WEEKEND COMPETITION.

19:00 THE ONLY NOISE AT THIS TIME IS TRACTOR NOISE WHICH DOES NOT APPEAR TO BE A NUISANCE. ALL ASPECTS OF THE MAJOR EVENTS PERMIT 2015B APPEAR TO BE IN COMPLIANCE. I DO NOT FEEL THERE IS A NEED TO MONITOR FROM IN FRONT OF GILBURI PROPERTY BECAUSE THERE IS NO NOISE THAT RAISES ANY CONCERNS AT THIS TIME.

20:00 LEAVE ANGLESTONE.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: AUG 1 Time: 543-1105 Duration of Visit: 5 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS, CAMPING, SECURITY.

Describe exact vantage point::

MAIN PRACTICE
ANGELSTONE BEE RING, COUNTY ROAD 50
GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

NOTE: DURING THIS MONITORING THE WIND PLAYED A MAJOR ROLE
IN MASKING THE NOISE LEVEL DETECTED AT GILBERTS,
WHEN I ARRIVED THERE WAS A STRONG WESTERLY WIND BLOWING
BUT IT STOPPED AT APPROX 9:10. THE SOUND LEVEL DETECTED
AT GILBERTS CHANGED PRACTICALLY.

AUG 1, ANGELSTONE, NOTES FROM 5⁴³-11⁰⁵

5⁴³ ARRIVED AT ANGELSTONE,
PREPARATIONS TAKING PLACE IN EEC RING FOR JUMPING
COMPETITION. MUSIC BEING PLAYED OVER PA SYSTEM
BUT BARELY AUDIBLE 100' FROM RING.

5⁵⁹ COUNTY ROADS & GILBERTS CHECKED - NOTHING AUDIBLE
NOTED AT EITHER LOCATION.

6⁵⁰ PREP CONTINUED AND PA ANNOUNCEMENTS BEGAN.
CROWD BEGAN TO GATHER AND PARKING LOT BECAME
FULL.

7⁰⁰ GILBERTS CHECKED - PA NOT AUDIBLE AT THIS TIME

8¹⁰ COMPETITION BEGAN - VERY LARGE CROWD - TENTS
AND SURROUNDING AREA FILLED WITH SPECTATORS -
PA ANNOUNCEMENTS MADE INTRODUCING COMPETITORS
AND FOLLOWING COMPETITION.

9¹⁰ WIND DROPPED IN VELOCITY - GILBERTS CHECKED
- PA QUITE NOTICEABLE AT THIS TIME.

10¹³ COMPETITION COMPLETED AND PA SYSTEM FINISHED
- THERE WERE NO PARTIES AFTER THE COMPETITION
AND THE CROWD DISPERSED BEFORE 11⁰⁰.
THE WIND MASKED THE PA AND WHEN IT DIMINISHED
THE NOISE WAS QUITE NOTICEABLE.

CAMANS : 25 CAMMERS
SECURITY : NO POLICE OBSERVED



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: AUG 2 Time: 1140-110 Duration of Visit: 1 1/2 HRS

Observed by: R HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING, TRAFFIC,

Describe exact vantage point::

GILBERT PROPERTY, COUNTY ROAD 50, ANGELSTONE PROPERTY - BY MAIN PRACTICE RING

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

1140 ARRIVED AT GILBERTS - NOTHING AUDIBLE FROM

ANGELSTONE - NOTE 8 WIND PRESENT - SEE NOTES FROM AUG 1

1148 ARRIVED AT ANGELSTONE - PARKED BY MAIN PRACTICE RING - EARLY WELL ATTENDED

WITH PARKING LOT FULL. COMPETITION IN PROGRESS WITH PA ANNOUNCEMENTS

BETWEEN COMPETITORS (NO MUSIC). CHECKS MADE AT GILBERTS AT 1225

NOTHING DETECTED RE NOISE. THE COMPETITION WAS COMPLETE AT 1245 - ALL

PA ANNOUNCEMENTS FINISHED. FINAL CHECK AT GILBERTS AT 110

-NOTHING NOTED.

25 CAMPER'S - NO OTHER PROBLEMS OR VIOLATIONS NOTED

Event 5: The Champions CSI
Dates: August 5th – August 9th, 2015

Monitoring Date: August 5th, 2015
Time: 2:30pm – 4:00pm
Elements Observed: Noise, traffic, parking

Summary

- Music and announcements can be heard coming from the main stadium but were not audible from off site receptors
- All elements observed in compliance

Monitoring Date: August 9th, 2015
Time: 2:30pm – 4:00pm
Elements Observed: Noise

Summary

- Site fairly busy
- Announcements appeared to be quite loud by the Main Stadium, Main Stadium Warm Up and EEC Ring while on property
- Announcements that appeared to come from Main Stadium Warm and EEC Ring could be heard clearly from roadway in front of Gilbert residence

Kathryn Ironmonger

From: Randy Hoy
Sent: Monday, August 10, 2015 12:34 AM
To: Kathryn Ironmonger
Subject: Angelstone Aug 6,7,&8

Hello Katherine.

The monitoring was completed for the above noted dates and the reports have been faxed this date.

I had a chance to speak to Mr. Gilbert at his residence and he made comments about the noise level and the lights being operated on Saturday nights.

The noise level from the main ring PA system does not seem to be a problem as all of the speakers are attached and contained in the tents around the ring. They are kept at a reasonable level during the competitions and due to their direction the noise seems to be well contained except for a very still night when they can be heard but just faintly. The main problem is the PA in the EEC ring. The speakers are directed towards the ring which happens to be the same direction as the Gilbert property and they can be heard very distinctly.

Mr Gilbert also made a comment regarding the very large lights used on Saturday nights. He stated that Angelstone had made statements in court that these type of lights would not be used.

I have noted that they have been used on Aug 1 & 8.

Randy Hoy



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: August 5, 2015 Time: 14:30 - 16:00 Hours Duration of Visit: 1.5 Hours

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, TRAFFIC AND PARKING

Describe exact vantage point:

ADJACENT MAIN STADIUM, BESIDE VIP AREA AND FROM ROADSIDE IN FRONT OF GILBERT PROPERTY.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

During the time of my observation there were announcements and music

coming from the main stadium. However they were not audible at this time from

any off site sensitive receptor locations. Noise and other aspects observed at this

time appeared to be in compliance.

MIKE MONINGS

MONITOR FOR ANGLESTONE EVENTS 2015

NOTES FOR AUGUST 5, 2015

14:30 - 16:00 HOURS

14:30 ARRIVE AT ANGLESTONE. NO ISSUES FINDING PARKING. QUITE A FEW RIDERS PRACTICING IN THE VARIOUS WARM-UP AREAS. APPEARS TO BE A LOT OF SET-UP WORK BEING DONE. NO MUSIC OR NOTICEABLE NOISE CAN BE HEARD AT THIS TIME. I PARKED ADJACENT TO EEC RING.

14:50 MOVE MY LOCATION TO ADJACENT THE MAIN STADIUM. PROCEED TO WALK AROUND ON FOOT.

15:00 THERE IS A COMPETITION TAKING PLACE ON THE MAIN STADIUM. THERE ARE ANNOUNCEMENTS BEING MADE ON THE MAIN STADIUM AND MAIN STADIUM WARM-UP ARENAS. MUSIC CAN NOW BE HEARD PLAYING FROM THIS LOCATION.

15:30 MOVE LOCATION TO ROADWAY IN FRONT OF GILBERT RESIDENCE. NO MUSIC OR ANNOUNCEMENTS WERE AVAILABLE FROM THIS LOCATION.

15:45 MOVE LOCATION BACK TO ADJACENT THE MAIN STADIUM.

16:00 LEAVE ANGLESTONE



Town Of Erin

Building Dept: (519) 855-4407
building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
Property Owner: ANGELSTONE FARMS INC
Property Location: 8720 WELLINGTON RD 50
Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
Date: 05/08/2015 Stopped on townline to listen. Sat there for about 20minutes. Only heard
Time: 3:59 PM the birds singing.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 6 AUG 15 Time: 1800-2300 Duration of Visit: 5 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION, CAMPING, MANURE HANDLING.

Describe exact vantage point::

GILBERT PROPERTY, CTY RD 50 IN FRONT OF ANGELSTONE MAIN PRACTICE INSIDE ANGELSTONE BY MAIN SHOW & FREE RING.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPERS - 32 ON SITE,

MANURE - REMOVED BY TRUCK (FROM FUMIRA)

ARRIVED AT 1745 HRS - BY MAIN RING - PREPARATIONS IN ORDER

FOR CONCERT. THERE WERE PRACTICE JUMPS TAKING PLACE IN MAIN PRACTICE RING

THE PA SYSTEM IN MAIN RING WAS OPERATING BUT AT A VERY

LOW VOLUME.

1812 HRS - CHECKED GILBERT PROPERTY - ONLY SOUNDS THAT

COULD BE HEARD WAS FROM A MAINTENANCE TRUCK

6 AUG 15 ANGELSTONE FARMS

1815 THE COMPETITION STARTED IN THE MAIN RING WITH THE PIA SYSTEM ANNOUNCING RIDERS AND RESULTS. THE PIA FOR THE ^{MAIN PRACTICE} RING WAS ALSO OPERATING WITH ANNOUNCEMENTS CONCERNING COMPETITORS. BOTH SYSTEMS WERE HOUD WHEN STANDING IN AND AROUND THE TENTS BY THE MAIN RING.

1840 ATTENDED GILBERT PROPERTY - THE PIA SYSTEM FROM THE ^{MAIN PRACTICE RING} WAS CLEAR & LOUD (NUISANCE LEVEL) THERE WAS NOTHING AUDIBLE FROM THE SHOW RING PIA.

1855 NOISE LEVEL CHKD ON CTY RD 50 IN FRONT OF ANGELSTONE THE ^{MAIN PRACTICE RING} PIA WAS HEARD BUT NOTHING DETECTED FROM MAIN RING.

2018 COMPETITION OVER - PIA'S SHUT DOWN EXCEPT FOR MUSIC PLAYING IN MAIN RING TENT - VERY LOW VOLUME

2030 GILBERT PROPERTY CHKD - ONLY SOUNDS DETECTED FROM FARM MACHINERY (FAINT VOLUME)

2039 RE ATTENDED ANGELSTONE - CROWD DIMINISHED TO 30 PEOPLE BY 2300 HRS.

2230 GILBERT PROPERTY CHECK - VERY FAINT SOUNDS OF VOICES

2300 LEFT PROPERTY

February



Town Of Erin

Building Dept: (519) 855-4407
building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
Property Owner: ANGELSTONE FARMS INC
Property Location: 8720 WELLINGTON RD 50
Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Unassigned
Date: 06/08/2015 Stopped to listen for noise again. Nothing. Site is very busy with horses
Time: 2:59 PM but no over amount of noise.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 7 AUG 15 Time: 1453 - 1603 Duration of Visit: 1 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING,

Describe exact vantage point::

GILBERT PROPERTY, CTY RD 50 IN FRONT OF ANGELSTONE, ANGELSTONE BY MAIN RING & PRACTICE RING.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPERS - 33 ON SITE

1453 ARRIVED AT MAIN RING - JR JUMPING COMPETITION IN PROGRESS.

PREP BEING CONDUCTED IN FEC - BOTH PIA SYSTEMS OPERATING & SOUND BY TENTS

1520 - COMPETITION STOPPED, 1543 NEW ON STARTED.

556 - GILBERT PROPERTY - PIA SYSTEMS NOT DETECTED - POSSIBLY DUE IN PART TO A BRISK SW WIND - ONLY NOISE FROM A TRACTOR IN ADJACENT FIELD - NOT PART OF ANGELSTONE

1603 CTY RD 50 CHECKED - PIA SYSTEM FROM PRACTICE RING JUST BARELY AUDIBLE

1633 GILBERTS CHKD - NO CHANGE (NO PA DETECTED)



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 8 AUG 15 Time: 1800-2300 Duration of Visit: 5 HRS.

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HRS OF OPERATION, CAMPING, SECURITY,

Describe exact vantage point::

GILBERT PROPERTY, CTY RD 50 IN FRONT OF ANGELSTONE TENTS BY MAIN RING (^{MAIN PRACTICE} ~~FREE~~ RING)

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPERS - 25 ON SITE, SECURITY - NO POLICE OBSERVED

1744 ARRIVED AT GILBERT PROPERTY - NO NOISE DETECTED

1752 ARRIVED AT MAIN RING - JR JUMPING COMP - IN PROGRESS - P/A

SYSTEM OPERATING AT A LOW LEVEL IN MAIN TENT. ANNOUNCEMENTS IN MAIN PRACTICING ~~SEE~~ WERE LOUD AT LOCATION -

1835 JR COMP COMPLETED. ANNOUNCEMENTS MADE DURING PREP TIME FOR MAIN EVENT (2000 HRS).

1905 GILBERT'S PROPERTY CHECKED - NO DISCERNABLE P/A NOISE DETECTED

SOUNDS OF FARM TRACTOR HEARD (PREP ARENA) BUT NOT NUISANCE LEVEL

1910 SPoke TO MR GILBERT ABOUT HIS CONCERNS
 - SEE EMAIL FOR COMMENTS HE MADE

1940 CHKD CTY RD 50 - PIA FROM ^{MAIN PRACTICE} ~~THE~~ RING COULD
 BE HEARD BY LOW VOLUME PROBABLY BLOCKED
 BY FARM BUILDINGS

2120 MAIN SHOW COMPETION IN FULL SWING - CHKD
 GILBERTS AGAIN. MAIN RING PIA NOT DETECTED
 BUT PA FROM ^{MAIN PRACTICE} ~~THE~~ (RECREATION AREA) WAS
 LOW AND COULD BE CLASSIFIED AS NUISANCE LEVEL.

215 COMPETITION OVER - MOST SPECTATORS LEFT
 SHORTLY AFTER - NO FORCE AT EXT TO ASSIST
 WITH TRAFFIC.

2253 LAST CHECK AT GILBERTS - NO NOISE DETECTED.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: August 9, 2015 Time: 14:30 - 16:00 Hours Duration of Visit: 1.5 Hours

Observed by: MIKE MONWIS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, TRAFFIC, PARKING AND MANURE STORAGE

Describe exact vantage point:

ADJACENT MAIN STADIUM, BEC RING AND ERAMOSA BRIN TOWNLINE FROM ROADWAY

IN FRONT OF GILBERT PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING MY PERIOD OF OBSERVATION NOISE LEVELS WERE NOT IN COMPLIANCE WITH

THE MAJOR EVENTS PERMIT 2015B. WHILE OBSERVING FROM THE ROADWAY IN FRONT

OF THE GILBERT RESIDENCE, ANNOUNCEMENTS BEING MADE IN THE BEC RING AND MAIN

STADIUM WARM-UP COULD BE HEARD CLEARLY AND SOUNDED LOUDER THAN THE MINIMUM REASONABLY

REQUIRED FOR COMPETITIONS. THIS GOING AGAINST THE SCHEDULE B SECTION 3C CONDITIONS

SETOUT IN THE MAJOR EVENTS PERMIT 2015B.

MIKE MONINGS

MONITOR FOR ANGLESTONE EVENTS 2015

NOTES FOR AUGUST 9, 2015

HOURS 14:30 - 16:00

14:30 ARRIVE AT ANGLESTONE. SITE IS FAIRLY BUSY. COMPETITIONS TAKING PLACE ON EEC RING AND MAIN STADIUM. WARM UP AREAS ARE ALSO VISIBLY BUSY WITH RIDERS. NO ISSUES PARKING BUT DID NOT SEE ANY STAFF OR SECURITY ASSISTING WITH TRAFFIC CONTROL. (PARKED ADJACENT TO THE MAIN STADIUM, NO MUSIC OR ANNOUNCEMENTS COULD BE HEARD FROM THIS LOCATION.

14:45 WALK AROUND MAIN STADIUM AND MAIN STADIUM AREAS ON FOOT.

15:10 MOVED LOCATION TO ADJACENT THE EEC RING. NO MUSIC COULD BE HEARD FROM THIS LOCATION BUT ANNOUNCEMENTS WERE BEING MADE FOR THE COMPETITION. NOISE LEVEL OF THE ANNOUNCEMENTS APPEAR REASONABLE AT THIS TIME FROM THIS LOCATION.

15:20 ANNOUNCEMENTS CAN BE HEARD AND ARE NOW BEING MADE FROM THE MAIN STADIUM AND MAIN STADIUM WARM UP AREA.

15:30 MOVED LOCATION TO ERAMOSA EREN TOWNLINE ON ROADWAY IN FRONT OF GILBERT PROPERTY. AT THIS TIME ANNOUNCEMENT THAT APPEARED TO COME FROM MAIN STADIUM WARM-UP AND EEC RING WERE QUITE LOUD AND VERY AUDIBLE.

16:00 LEAVE AREA

Event 6: The National CSI
Dates: August 19th – August 23rd, 2015

Monitoring Date: August 19th, 2015
Time: 6:00pm – 7:30pm
Elements Observed: Noise, camping, traffic

Summary

- No music or announcements being made
- All elements observed in compliance

Monitoring Date: August 23rd, 2015
Time: 2:00pm – 3:30pm
Elements Observed: Noise, parking, traffic

Summary

- Site very busy
- Spoke with Mr. Gilbert who expressed concern about loud noises at approximately 2:30 am
- Music and announcements being made on the EEC Ring
- Announcements and music could not be heard from roadway in front of Gilbert residence. However it was very windy which seems to play a part in whether noise can be heard from this location

Kathryn Ironmonger

From: Randy Hoy
Sent: Sunday, August 23, 2015 11:28 PM
To: Kathryn Ironmonger
Subject: Angelstone - Then National CSI

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Kathryn;

Monitoring was completed from Aug 20-22 at Angelstone. As noted in the reports that I have faxed the noise level was not a problem due in part to some westerly winds and the audio level of the PA systems. The attendance at the various functions was up (campers too) and the only comment that I would make is once again there was no police presence on Saturday night.

Randy Hoy



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: AUGUST 19, 2015 Time: 18:00 - 19:30 Hours Duration of Visit: 1.5 Hours

Observed by: MIKE MONINGS

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING, PARKING

Describe exact vantage point:

MOSTLY ON FOOT THROUGHOUT PROPERTY AND FROM BRAMOSA W/IN TOWNLINE FROM ROADWAY
IN FRONT OF GILBERT RESIDENCE.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

DURING THIS TIME ALL ELEMENTS OBSERVED FOR THE MAJOR EVENT PERMIT 2015C WERE
IN COMPLIANCE.

MIKE MONINGS

MONITOR FOR ANGLESTONE EVENTS 2015

NOTES FOR AUGUST 19, 2015

HOURS 18:00 - 19:30

18:00 ARRIVE AT ANGLESTONE. SITE APPEARS FAIRLY BUSY BUT NO ISSUES

PARKING. NO MUSIC OR COMPETITIONS APPEAR ON. PARKERS ADJACENT TO MAIN STADIUM WARM-UP. SITE APPEARS BUSY BUT SEEMS TO BE MAINLY STAFF DOING SET UP OR TEARDOWN OF EVENT.

18:15 NO MUSIC OR ANNOUNCEMENTS CAN BE HEARD ANYWHERE FROM THIS LOCATION.

18:40 WALKED AROUND PROPERTY, STILL NO MUSIC OR ANNOUNCEMENTS CAN BE HEARD. THERE DOES NOT APPEAR TO BE ANY COMPETITIONS AT THIS TIME.

19:00 APPEARED TO BE A LOT MORE CAMPERS AND RV'S THEN PREVIOUS VISITS BUT AFTER COUNTING, STILL BELOW THE 48 ALLOWED UNDER THE 2015C PERMIT.

19:15 MOVED MY LOCATION TO BRIMOSA DRIV TOWNLINE IN FRONT OF GILBERT RESIDENCE. NO MUSIC, ANNOUNCEMENTS OR ANY NOISE COULD BE HEARD AT THIS TIME.

19:30 ALL CONDITIONS UNDER THE 2015C PERMIT APPEARED TO BE IN COMPLIANCE DURING THIS VISIT. SITE OVERALL WAS FAIRLY QUIET. LEFT AREA AT THIS TIME.



Town Of Erin

Building Dept: (519) 855-4407
 building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
 Property Owner: ANGELSTONE FARMS INC
 Property Location: 8720 WELLINGTON RD 50
 Legal Description: CON 1 W PT LOT 6

Phone:

TAKE PICTURES

Status: N/A Inspector: Harold Knox
 Date: 19/08/2015 Went into property and drove around. Lots of activity but not noisy. Went
 Time: 2:29 PM over to town line and sat for awhile. all was quiet.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 20 AUG 2015 Time: 1800 - 2300 Duration of Visit: 5 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION, CAMPING,

Describe exact vantage point::

ANGELSTONE PROPERTY
COUNTY ROAD 50 AT FRONT OF PROPERTY
TOWN LINE AT GILBERT RESIDENCE

Indicate whether or not the item under observation is following the compliance guidellnes for the Major Event Permit and describe your findings in detail:

CAMPERS - 45 ON SITE
1801 ARRIVED ON SITE - A COMPETITION WAS BEING COMPLETED IN THE MAIN RING WITH THE WARMUP RING BEING USED AS WELL BOTH PA SYSTEMS BEING OPERATED AT A REASONABLE VOLUME.
1815 AT GILBERT RESIDENCE - NO NOISE DETECTED FROM SHOW RING
NOTE - THERE WAS A STRONG WESTERLY WIND THAT MUFFLED MOST SOUNDS
1825 CHECK MADE ON CTY RD 50 - NOTHING DETECTED
1830 BACK AT MAIN RING

AUG 20, ANGELSTONE

1940 - RECHECK AT GILBERTS - WIND LEVEL HAD DROPPED
BUT NO NOISE DETECTED

2016 - COMPETITION OVER AND PA'S FINISHED
- THE MAIN TENT WAS THEN USED AS A GATHERING
SPOT WITH MUSIC BEING PLAYED OVER PA - VERY
LOW LEVEL

ATTENDANCE WAS APPROX 50-60 PEOPLE AT 8:00
BUT DIMINISHED TO APPROX 6 PEOPLE AT 2245.

2250 FINAL CHECK AT GILBERTS - NOTHING DETECTED.



Town Of Erin

Building Dept: (519) 855-4407
 building@erin.ca

Inspection Sheet

Roll Number: 23-16-000-001-02200-0000
 Property Owner: ANGELSTONE FARMS INC
 Property Location: 8720 WELLINGTON RD 50
 Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
 Date: 20/08/2015 stopped by to listen for unnecessary noise. Nothing happening. Will drop
 Time: 8:14 AM by in afternoon again.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: AUG 21 2015 Time: 1320-1445 Duration of Visit: 1 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPER,

Describe exact vantage point::

ANGELSTONE PROPERTY

CTY RD 50 IN FRONT OF ANGELSTONE

TOWN LINE AT GILBERT RESIDENCE

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPER - 46 ON SITE

1320 CHECK AT GILBERTS - NO NOISE OR SOUNDS DETECTED.

1326 CHECK AT CTY RD 50 - NOTHING DETECTED.

1331 AT ANGELSTONE. UPON ARRIVAL NOTED THAT THERE WERE
COMPETITIONS TAKING PLACE IN THE MAIN RING, THE FEC AND THE ESI.
ALL PA'S BEING OPERATED BUT VOLUME WAS VERY LOW AND WAS
ONLY DETECTED WITHIN 100M OF EACH RING.

1405 & 1445 RE CHECKS AT GILBERTS - NO NOISE DETECTED



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: AUG 28 2015 Time: 1800 - 2300 Duration of Visit: 5

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, HOURS OF OPERATION, CAMPING, TRAFFIC

Describe exact vantage point::

ANGELSTONE PROPERTY

CTY RD 50 IN FRONT OF PROPERTY

TOWN LINE AT GILBERTS PROPERTY

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPING - 415 UNITS ON SITE

1748 ARRIVED AT GILBERTS - NO NOISE DETECTED FROM ANGELSTONE

1752 CTY RD 50 CHECKED - NEG. RESULTS.

756 ARRIVED AT MAIN RING. UPON ARRIVAL NOTED THE THE MAIN RING WAS BEING PREPARED FOR MAJOR COMPETITION. THERE WAS NO PA ACTIVITY AT THIS TIME.

1932 THE PA SYSTEM WAS ACTIVATED WITH ANNOUNCEMENTS ABOUT OTHER EVENTS.

1949 GILBERTS CHECKED - NO NOISE DETECTED

ANGELSTONE AUG 22

1957 - CTY RD 50 CHECKED - NEG RESULTS.

2036 COMPETITION BEGAN IN THE MAIN RING - BOTH PA SYSTEMS BEING OPERATED (MAIN & PRACTICE RING) - SOUND LEVELS NORMAL AT SITE.

2053 GILBERTS LOCATION CHECKED - VERY SLIGHT NOISE LEVEL BUT NOT AT A LEVEL ONE WOULD CONSIDER ANNOYING -

2110 BACK AT ANGELSTONE - THERE WAS A VERY LARGE CROWD AND THE PARKING AREA WAS FILLED

2147 - GILBERTS & CTY RD 50 RECHECKED - NO CHANGE IN SOUND LEVEL.

2217 - COMPETITION COMPLETED - BOTH PAs SHUT DOWN EXCEPT FOR MUSIC IN THE MAIN TENT - LOW LEVEL.

~ THE MAIN CROWD DISPERSED AND THERE WAS A CONSIDERABLE TRAFFIC JAM ON THE PROPERTY AS THEY WERE ATTEMPTING TO LEAVE - NOTE: NO POLICE PRESENCE

2349 FINAL CHECK AT GILBERTS AND CTY RD 50 - NEGATIVE RE NOISE AT BOTH LOCATIONS.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: AUGUST 23, 2015 Time: 14:00 - 15:30 HOURS Duration of Visit: 1.5 HOURS

Observed by: MIKE MORNING

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, PARKING AND TRAFFIC

Describe exact vantage point:

WALKING AROUND THROUGHOUT ANGELSTONE AND FROM VILLAMOSA ERIN TOWNLINE FROM ROADWAY IN FRONT OF GILBERT RESIDENCE.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

ALTHOUGH THE SITE WAS VERY BUSY, THE CONDITIONS OF THE MAJOR EVENT PERMIT
2015C OBSERVED AT THIS TIME WERE ALL IN COMPLIANCE. IT SHOULD BE NOTED THAT WIND
PLAYS A LARGE PART ON WHETHER MUSIC AND ANNOUNCEMENTS CAN BE HEARD FROM
THE GILBERT RESIDENCE. IT WAS QUITE WINDY ON THIS DAY WHICH HELPED TO CANCEL OUT
ANY NOISE COMING FROM ANGELSTONE.

MIKE MONINIS

MONITOR FOR ANGLESTONE EVENTS 2015

NOTES FOR AUGUST 23, 2015

14:00 - 15:30 HOURS

14:00 ARRIVE AT ANGLESTONE. SITE IS VERY BUSY WITH PRACTICE AND COMPETITIONS TAKING PLACE. COMPETITIONS TAKING PLACE ON THE EEC RING AND MAIN STADIUM. PARKING WAS A BIT OF A CHALLENGE AND THERE DID NOT SEEM TO BE ANY STAFF ASSISTING. HOWEVER I DID MANAGE TO FIND PARKING ADJACENT TO MAIN STADIUM.

14:30 WALK AROUND ANGLESTONE. ANNOUNCEMENTS AND BACKGROUND MUSIC COULD BE HEARD ON THE EEC RING AND MAIN STADIUM.

14:45 MOVED LOCATION TO ADJACENT EEC RING. ANNOUNCEMENTS ARE BEING MADE BUT ARE FAIRLY INFREQUENT. MUSIC BEING PLAYED IS VERY NOTICEABLE FROM THIS VANTAGE POINT.

15:00 MOVE LOCATION TO ERAMOSA BRIN TOWNING ON ROAD IN FRONT OF GILBERT RESIDENCE. AT THIS TIME NANCY GILBERT APPROACHED ME AND EXPLAINED IT WAS VERY NOISY THE PREVIOUS EVENING. MRS. GILBERT ALSO SAID THEY OFTEN HEAR AND GET WOKON UP BY LOUD BANGING NOISES IN THE MORNING AROUND 06:00 HOURS. THE BANGING NOISES ARE A FREQUENT OCCURANCE AND SHE SAID MR GILBERT WAS ACTUALLY WOKON UP AROUND 02:30 HOURS ON THIS DAY. AT THIS TIME HOWEVER NO NOISE COULD BE HEARD FROM THIS LOCATION COMING FROM ANGLESTONE.

15:30 LEAVE AREA

Event 7: The International CSI
Dates: August 26th – August 30th, 2015

Monitoring Date: August 27th, 2015
Time: 6:00pm – 7:30pm
Elements Observed: Noise, hours of operation

Summary

- From 6:00pm – 8:30pm music and announcements from the Main Stadium could be heard from roadway in front of Gilbert residence
- While on site volume seemed louder than necessary and announcements were quite frequent
- Music being played in the Blu Cocktail Lounge was not piano or recorded jazz music

Monitoring Date: August 28th, 2015
Time: 1:00pm – 2:30pm
Elements Observed: Noise, parking, traffic

Summary

- Site very busy
- Parking appeared a little disorganized with no Anglestone staff visible assisting
- All other elements in compliance



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 26 AUG 15 Time: 2²³-3⁵⁸ Duration of Visit: 1 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING,

Describe exact vantage point::

ON SITE AT ANGELSTONE

CTY RD 50 OPPOSITE ANGELSTONE

TOWN LINE AT GILBERT RESIDENCE

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPERS - 46 ON SITE

4:23 ARRIVED AT ANGELSTONE - COMPETITION IN MAIN SHOW RING TAKING PLACE AND PRACTICE RING BEING USED AS WELL - BOTH PA'S WORKING.

4:33 AT GILBERT RES. - NO NOISE FROM PA'S NOTED - THERE WAS A BRISK

WIND BLOWING WHICH MASKED ANY NOISE FROM ANGELSTONE

4:42 CTY RD 50 - NO NOISE DETECTED

4:525 AT GILBERT RES - NO NOISE DETECTED EXCEPT CONSTRUCTION AT GILBERTS

5:49 AT GILBERTS RES - PA NOW HEARD EASILY AS THE WIND HAD

PROPER IN STRENGTH TO JUST ABOVE STILLNESS.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: August 27, 2015 Time: 18:00 - 23:00 Hours Duration of Visit: 5 Hours

Observed by: Mike Monings

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

Random spot check

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

Noise, hours of operation

Describe exact vantage point:

Adjacent to the main stadium and from roadway in front of Gilbert property

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

From the hours of 18:00 - 20:30, Schedule B conditions 3c and 3e of the Major Events Permit 2015c were not in compliance. During this time period I observed music and frequent announcements clearly audible from off-site sensitive receptor locations. The volume of both music and announcer in the main stadium sounded much louder than reasonably required. From the hours of 21:30 - 23:00 music being played in the bar cocktail lounge was not in compliance with Schedule B conditions 3g and 3h of the Major Events Permit 2015c. Music being played was not piano music or recorded jazz music, but popular dance music.

MIKE MONINGS

MONITOR FOR ANGELSTONE EVENTS 2015

NOTES FOR AUGUST 27, 2015

HOURS 18:00 - 23:00

18:00 ARRIVE AT ANGELSTONE. SITE IS QUITE BUSY. COMPETITIONS TAKING PLACE ON THE EBC RING AND MAIN STADIUM. ANNOUNCEMENTS AND MUSIC CAN BE HEARD FROM EBC RING BUT IT APPEARS COMPETITION THERE IS ENDING.

18:05 PARKED ADJACENT TO THE MAIN STADIUM. A COMPETITION APPEARS TO BE JUST GETTING STARTED HERE. THERE IS FREQUENT ANNOUNCEMENTS BEING MADE IN THE MAIN STADIUM FROM THE ANNOUNCER. BOTH MUSIC AND ANNOUNCEMENTS COMING FROM MAIN STADIUM SEEM LOUDER THAN PREVIOUS VISITS. THE AMOUNT OF ANNOUNCEMENTS BEING MADE SEEMS MORE THAN REASONABLY NECESSARY. THE VOLUME ALSO SOUNDS MUCH LOUDER THAN REASONABLY NECESSARY.

18:30 MOVE LOCATION TO ERAMOSA BRIN TOWNLINE TO ROADWAY IN FRONT OF GILBERT RESIDENCE. BOTH FREQUENT ANNOUNCEMENTS AND MUSIC CAN BE HEARD VERY CLEARLY COMING FROM THE MAIN STADIUM AT THIS TIME.

19:00 MOVES LOCATION BACK TO ADJACENT THE MAIN STADIUM.

19:30 WALK AROUND AND MOVE LOCATION BEHIND THE VIP LOUNGE. FREQUENCY AND VOLUME OF MUSIC AND ANNOUNCER HAVE NOT CHANGED.

20:30 COMPETITIONS ON THE MAIN STADIUM HAVE ENDED.

21:00 THE ONLY MUSIC BEING PLAYED AT THIS TIME CAN BE HEARD COMING FROM THE BLU COCKTAIL LOUNGE.

21:30 MOVES LOCATION TO IN FRONT OF GILBERT PROPERTY. THE MUSIC BEING PLAYED IN THE BLU COCKTAIL LOUNGE CANNOT BE HEARD. HOWEVER OTHER NOISES SUCH AS DIRT BIKES AND WHAT SOUNDS LIKE GENERATORS FOR THE SPOTLIGHTS, CAN BE HEARD.

21:55 MOVES LOCATION BACK TO ADJACENT THE MAIN STADIUM. PARTY STILL GOING ON IN BLU COCKTAIL LOUNGE WITH MUSIC BEING PLAYED. AS IN PREVIOUS VISITS THE MUSIC BEING PLAYED IS NOT PIANO OR LIGHT JAZZ AS PERMIT SUGGESTS, IT'S MORE DANCE MUSIC.

22:00 PARTY STILL GOING ON INSIDE BLU COCKTAIL LOUNGE. DANCE MUSIC IS STILL BEING PLAYED AND NOT PIANO OR RECORDS JAZZ MUSIC AS THE SCHEDULE B CONDITIONS OF PERMIT 2015C SUGGEST. THIS IS NOT IN COMPLIANCE WITH SCHEDULE B CONDITIONS 34 AND 34.

22:55 MUSIC FROM BLU COCKTAIL LOUNGE HAS TURNED OFF. SPOTLIGHTS THROUGHOUT THE STABLING AREA AND MAIN STADIUM REMAIN ON.

23:00 LEAVE AREA.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: August 28, 2015 Time: 13:00-14:30 hours Duration of Visit: 1.5 hours

Observed by: Mike Moninger

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide copy of the tracking sheet):

Random spot check

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

Noise, traffic and parking

Describe exact vantage point:

Throughout Angelstone on foot and from roadway in front of Gilbert residence.

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

All aspects of the Major Event Permit 2015c observed at this time were in compliance.

It should be noted traffic and parking on this visit appeared very disorganized and difficult.

I did not see any Angelstone staff assisting with either traffic or parking.

MIKE MONINGS

MONITOR FOR ANGELSTONE EVENTS 2015

NOTES FOR AUGUST 28, 2015

HOURS 13:00 - 14:30

13:00 ARRIVE AT ANGELSTONE. PARKING AND TRAFFIC WERE VERY DISORGANIZED AT THIS TIME. IT WAS VERY CHALLENGING TO FIND SOMEWHERE TO PARK AS SITE WAS VERY BUSY AND PEOPLE SEEMED TO PARK WHEREVER THEY FELT LIKE IT. THERE WERE NO STAFF VISIBLE ASSISTING WITH THE TRAFFIC OR PARKING.

13:25 EVENTUALLY ABLE TO PARK CLOSE TO MAIN STADIUM. WALKED AROUND PROPERTY. COMPETITIONS TAKING PLACE ON BECKING AND MAIN STADIUM. ALL WARM UP AND PRACTICE AREAS ALSO BUSY WITH RIDERS. ANNOUNCEMENTS BEING MADE ON BOTH BECKING AND MAIN STADIUM, HOWEVER NO MUSIC CAN BE HEARD.

14:00 MOVE LOCATION TO BILMOSA BRIN TOWNLINE ADJACENT THE GILBERT RESIDENCE. NO MUSIC OR ANNOUNCEMENTS COULD BE HEARD AT THIS TIME FROM THIS LOCATION.

14:15 MOVES BACK TO ANGELSTONE AND PARKS ADJACENT THE BECKING BECAUSE PARKING WAS STILL A CHALLENGE AT THIS TIME.

14:30 LEAVE ANGELSTONE



Town Of Erin

Inspection Sheet

Building Dept: (519) 855-4407
 building@erin.ca

Roll Number: 23-16-000-001-02200-0000
 Property Owner: ANGELSTONE FARMS INC
 Property Location: 8720 WELLINGTON RD 50
 Legal Description: CON 1 W PT LOT 6

Phone:

Site Visit

Status: N/A Inspector: Harold Knox
 Date: 28/08/2015 Stopped on town line to listen for noise. NOTHING.
 Time: 2:29 PM The site was very busy but no loud music or noise.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 29 AUG 15 Time: 1757-2304 Duration of Visit: 5 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING, TRAFFIC,

Describe exact vantage point::

ON ANGELSTONE PROPERTY - EEC & MAIN RING.

CITY RD 50 OPPOSITE ANGELSTONE

TOWN LINE AT GILBERT RESIDENCE

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPERS - H6 ON SITE

1757 - ARRIVED AT ANGELSTONE - EEC RING IN USE ALONG WITH PA SYSTEM

MAIN RING BEING SET UP FOR WATER SHOW.

1815 FIRST CHECK AT CITY 50 & GILBERTS - NO NOISE DETECTED

235 MAIN RING COMPETITION BEGAN WITH PA ANNOUNCEMENTS.

2053 AT GILBERT RES. - NO NOISE DETECTED FROM PA'S - THERE

WAS A SLIGHT BREEZE WHICH MASKED ANY OTHER NOISE

112 BACK AT MAIN RING - THE PA SYSTEM VARIED IN VOLUME

FROM NORMAL TO VERY LOUD

29 AUG 15 ANGELSTONE PROPERTY

2200 CHECKS AT CITY RD 50 AND GILBERT PROPERTY
FOUND PA SYSTEM VERY AUDIBLE AT TIMES - PROBABLY
DUE TO VARIANCE IN VOLUME.

NOTE: THERE WAS NO WIND AT THIS TIME - AIR STILL.

2240 MAIN RING COMPETITION FINISHED - PA SYSTEM
ONLY HAD MUSIC PLAYING AT THIS TIME.

- THERE WAS A VERY LARGE CROWD IN ATTENDANCE

AND WHEN I LEFT AT 2300 MANY OF THEM WERE
GATHERED IN THE MAIN TENT. TRAFFIC WAS SLOW TO
LEAVE THE GROUNDS DUE TO VOLUME - NO POLICE
PRESENCE NOTED.



Angelstone Farms Inc.

2015 Major Event Permit Compliance & Observation Form

Date: 30 AUG 15 Time: 10¹⁰ - 11⁴⁰ AM Duration of Visit: 1 1/2 HRS

Observed by: R. HOY

Is this inspection a random spot-check, or is it in response to a complaint (specify complainant name and provide details):

RANDOM SPOT CHECK

What is the key element being observed: (ie. noise, hours of operation, camping, traffic and parking, security, manure storage and handling, other - specify):

NOISE, CAMPING.

Describe exact vantage point::

ON SITE AT ANGELSTONE - REC RING & MAIN SHOW RING.
CTY RD 50 OPPOSITE ANGELSTONE
TOWN HALL AT GILBERT RESIDENCE

Indicate whether or not the item under observation is following the compliance guidelines for the Major Event Permit and describe your findings in detail:

CAMPERS - 45 ONSITE
1010 - ARRIVED AT ANGELSTONE - REC RING AND MAIN RING IN USE - ALONG WITH PA'S
1026 AT GILBERT RESIDENCE - ONLY VERY SLIGHT SOUNDS OF PA DETECTED
1038 AT CTY RD 50 - PA BARELY AUDIBLE
1043 BACK AT ANGELSTONE - MAIN RING COMPLETION OVER - NO PA
REC RING STILL IN USE - PA VOLUME VERY LOW
1115 AT GILBERT RES - NO NOISE DETECTED
1140 AT CTY RD 50 & GILBERTS - NO NOISE DETECTED



Staff Report

Report #: BD2015-16
Date: October-20-14
Submitted By: Andrew Hartholt, CBO
Subject: Third Quarter – July 2015 - September 2015

Recommendations:

Be it resolved that Council receives the 2015 Third Quarter Report – Building Permit Activity for information.

Background:

The Building Department issued a total of 83 building permits in the third quarter of 2015, which is up from last year's permits issued at a total of 76 building permits. Housing starts have doubled from the previous year at 9 permit issued to 18 permit issued this year.

For a full detailed breakdown for the third quarter building permit activity, please see attached appendix; which compares the third quarter of 2015 building permits to third quarter 2014 building permits.

Financial Impact:

None

Consultation:

N/A

Communications Plan:

To be presented at a regular council meeting for information

Appendices:

2015 Building Permit Activity - Third Quarter

Permit Comparison Summary

July - September Issued For Period **JUL 1,2015** To **SEP 30,2015**

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Accessory Building						
Deck	6	1,814.12	46,000.00	4	1,853.22	30,000.00
Pool	5	1,000.00	136,900.00	6	1,200.00	120,000.00
Accessory Building - Residential						
Accessory Building - Residential	17	8,210.57	387,000.00	13	8,302.57	530,000.00
Assembly						
Assembly	1	75.00	5,000.00	0	0.00	0.00
Change of Use						
Change of Use	1	200.00	0.00	1	750.00	0.00
Commercial						
Commercial	0	0.00	0.00	1	75.00	0.00
Commercial - Major renovation	0	0.00	0.00	1	200.00	80,000.00
Commercial - Minor renovation	1	75.00	25,000.00	0	0.00	0.00
Demolition						
Demolition Permit	1	200.00	5,000.00	2	400.00	0.00
Farm Building						
Farm Building - Addition/renovation	2	2,250.00	16,800.00	0	0.00	0.00
Farm Building - New	3	6,342.00	520,000.00	2	2,010.00	148,000.00
Residential						
Residential - Major	8	13,512.90	535,000.00	5	8,507.14	560,000.00
Residential - Minor	3	766.30	50,000.00	5	1,301.96	94,000.00
Residential - Multiple	0	0.00	0.00	1	11,000.00	903,000.00
Residential - New						
Residential -SDR	8	23,918.84	3,449,000.00	13	32,336.03	4,895,000.00
Septic Permit						
Septic Permit	15	6,650.00	0.00	18	7,725.00	0.00
Septic Permit - Tank Replacement	2	400.00	0.00	6	1,200.00	0.00
Tent						
Tent	3	600.00	3,000.00	5	1,000.00	1,200.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	76	83
Total Dwelling Units Created	9	18
Total Permit Value	5,178,700.00	7,361,200.00
Total Permit Fees	66,014.73	77,860.92
Total Compliance Letters Issued	16	21
Total Compliance Letter Fees	1,200.00	1,575.00

Town Of Erin

Permit Comparison SummaryIssued For Period **JUL 1,2015** To **SEP 30,2015**

Permit Charge	Amount
Accessory Building - Residenti	8,302.57
Change of Use	750.00
Commercial	75.00
Commercial - Major renovation	200.00
Deck	1,853.22
Demolition Permit	400.00
Farm Building - New	2,010.00
Pool	1,200.00
Residential - Major	8,507.14
Residential - Minor	1,301.96
Residential - Multiple	11,000.00
Residential -SDR	32,336.03
Septic Permit	7,725.00
Septic Permit - Tank Replaceme	1,200.00
Tent	1,000.00
Total	77,860.92



Staff Report

Report #: D15-SP03-15

Date: October-20-15

Submitted By: Andrew Hartholt, CBO

Subject: Conditional Site Plan Approval, D15-SP03-15 32 Pioneer Drive

Recommendations:

Be it resolved that Council approves the site plan submitted by James Contouris as it relates to development of 32 Pioneer Drive subject to conditions of Appendix 1.

Background:

The applicant seeks site plan approval to construct an addition to the existing building that was previously approved by Council in 2012 subject to conditions of site plan control that have been completed to the Towns satisfactory.

The applicant seeks approval to construct a 451.56 m² (4860.55 ft²) addition to the existing 583.62 m² (6282 ft²) industrial building with an existing office (37.21m²). The current loading bay access to the main building will be moved to the proposed addition.

The main site statistics are:

Total Lot Area	4160m ²	44777.87ft ²
Lot Frontage – Pioneer Drive	33.80m	110.86ft
Existing GFA	583.62m ²	6282 ft ²
Proposed building GFA	451.56m ²	4860.55ft ²
Total proposed GFA	1035.18m ²	11142.58ft ²
Total Industrial GFA	546.41m ²	5881.5ft ²
Total Office GFA	37.21m ²	400ft ²
Parking Required	11 regular	
Parking Provided	13 regular	
Area of existing septic bed	232.26m ²	2500ft ²

Vehicular access is via Pioneer Drive.

Origin and Background

The subject land is located at 32 Pioneer Drive. The lands are legally described as Concession 9 East Part Lot 18, RP 61R4883; Part 5.

Zoning

The site is zoned M1, Light Industrial.

Financial Impact:

None

Consultation:

Building/Planning/Water/Fire/Roads Departments

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 addition and elevation drawings

Appendix 1 – Conditions of Site Plan Approval

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

1. That this approval lapse if no building permit has been issued within two years from the date of site plan approval.
2. That a detailed grading, drainage and site servicing plan be reviewed and approved by the Town of Erin.
3. That all design will be in accordance with the Municipal Servicing Standards of the Town of Erin.
4. That the owner provide a detailed written estimate of costs for landscaping, all paving, curbing, drainage and storm sewers, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures and site works listing items, quantities, unit costs, and total costs. This estimate to be reviewed and approved by the Town of Erin.
5. That the owner deposit securities with the Finance Department, in a form meeting the Finance Department's requirements, covering full costs of landscaping, all paving, curbing, drainage and storm sewers, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures and site restoration.

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

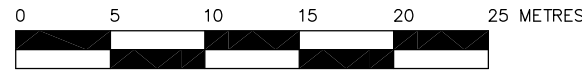
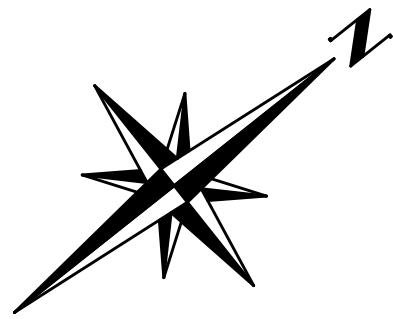
1. That 15 percent of the total amount of the original value of the posted securities be held back for a one-year period from the date of the Town's final inspection. In the event that in the opinion of the Chief Building Official of the Town, construction on the site is substantially discontinued and the site becomes a hazard to public safety part or all of the securities may be used by the Town to cover the cost of site restoration to be done to the satisfaction of the Chief Building Official.
2. That the owner will submit as-built drawings confirming that the grading and stormwater management facilities have been installed in accordance with the approved Drawings and Stormwater Management Report prior to the release of any securities.
3. That for all undeveloped or phased areas of the site that ground cover be established prior to release of any securities.
4. That on-site lighting not impinge on adjacent lands and be directed away from nearby residences.
5. That any proposed wood fence be constructed of pressure treated pine or western red cedar with all hardware being galvanized.
6. That no landscaping or site facilities (i.e. signs, planters, parking, entry features) be placed within the road widening area, other than sod and street trees, unless specifically approved by the Roads Department.
7. That all conditions of this Site Plan approval shall have been complied with prior to 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.

8. That for all designated handicapped parking spaces, the applicant will ensure the provision of appropriate markings as well as the installation of the standard Town signage for each handicapped parking space.

Appendix II - Site Plan for Proposed Addition

SKETCH FOR BUILDING PERMIT APPLICATION PART OF LOT 18 CONCESSION 9

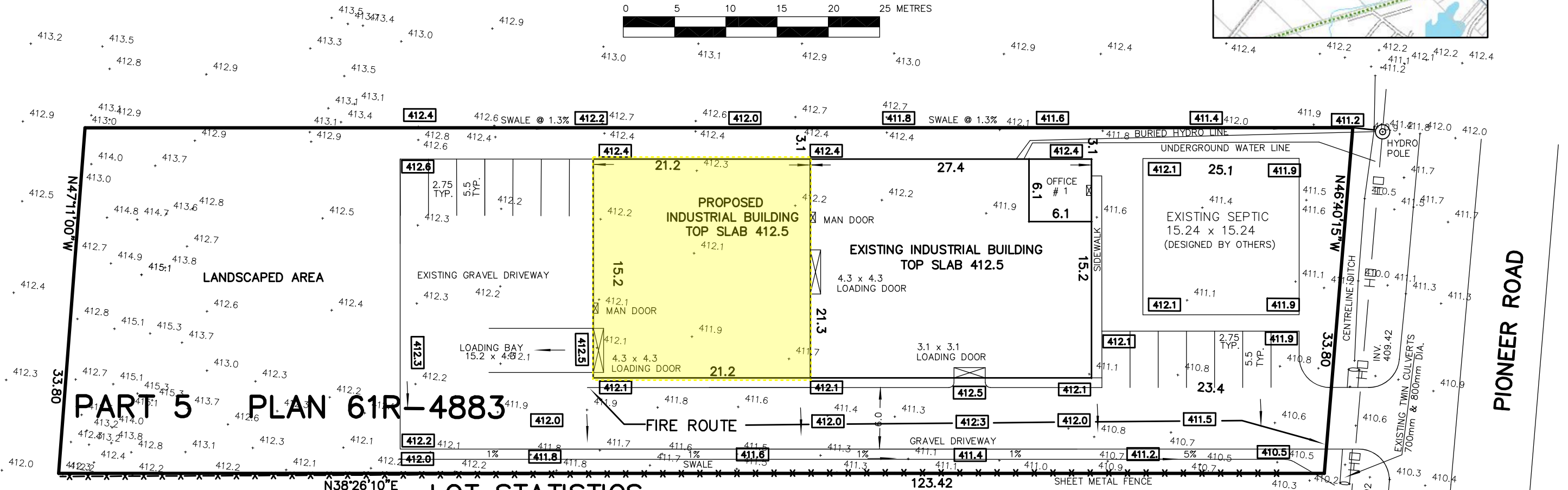
GEOGRAPHIC TOWNSHIP OF ERIN
TOWN OF ERIN
COUNTY OF WELLINGTON
J. R. FINNIE O.L.S.
SCALE: 1:400 METRIC



KEY MAP

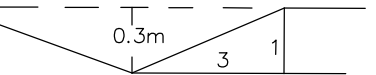


SUBJECT PROPERTY



PART 5 PLAN 61R-4883

SWALE DETAIL (NOT TO SCALE)



- 319.4 DENOTES PROPOSED ELEVATION
- 411.0 DENOTES EXISTING ELEVATION PRIOR TO CONSTRUCTION
- DENOTES DIRECTION OF OVERLAND FLOW

METRIC

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

LOT STATISTICS

LOT AREA = 4160 SQ. M.
COVERAGE = 1023 SQ. M. = 25%

OFFICE SPACE # 1 = 38 SQ. M. = 1 PARKING SPACE
INDUSTRIAL SPACE = 1000 SQ. M. = 10 PARKING SPACES
TOTAL PARKING REQUIRED = 11 SPACES
TOTAL PARKING AVAILABLE = 13 SPACES

NOTES

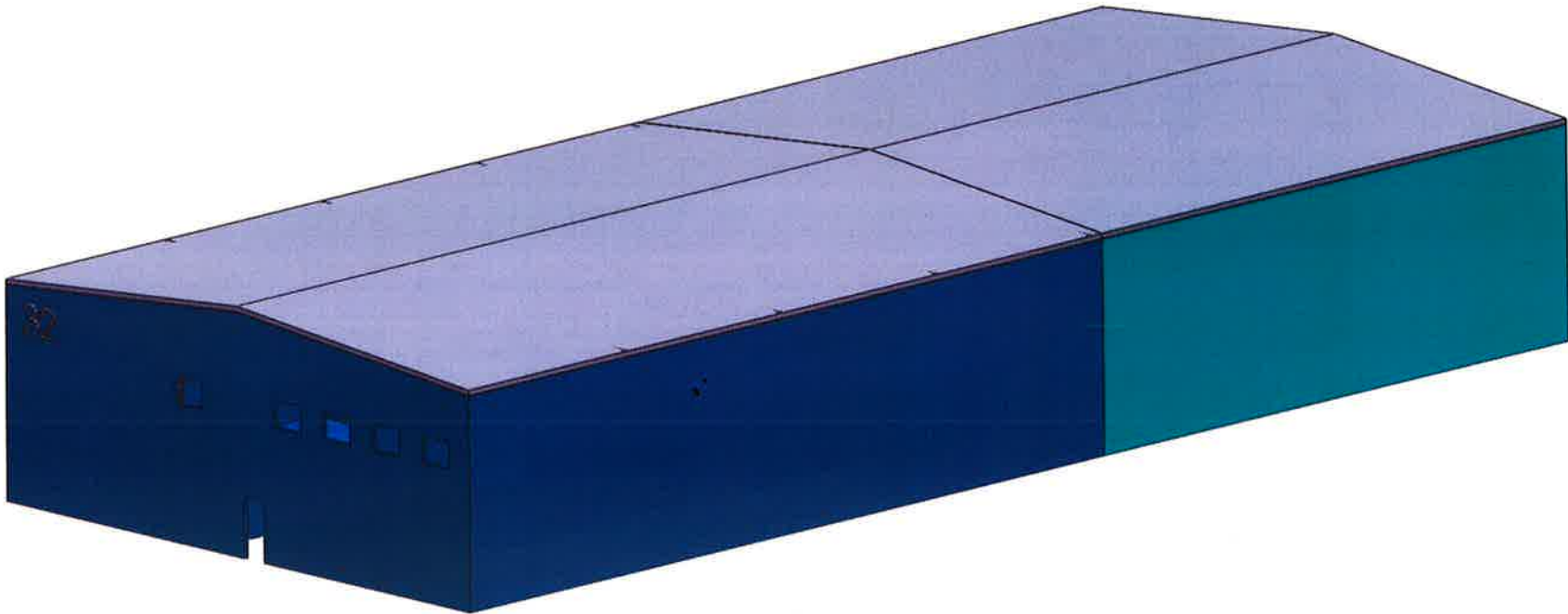
ELEVATIONS ARE GEODETIC AND ARE REFERRED TO MTC PRECISE BENCHMARK 798463 HAVING AN ELEVATION OF 394.056 m.
UNDERGROUND SERVICES HAVE NOT BEEN LOCATED AND IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THEIR LOCATION PRIOR TO COMMENCING CONSTRUCTION.

CLIENTS: SPARTEC COMPOSITES INC.

J. R. FINNIE
ONTARIO LAND SURVEYOR
BOX 31, ERIN ON NOB 1T0
PH (519) 833-2380 FAX (519) 833-0208
EMAIL : rfinnie@jrfinnie.com

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DRAWN BY: jrf PROJECT: 15-1562-SP-V3R





Staff Report

Report #: BD2015-15

Date: October-20-15

Submitted By: Andrew Hartholt, CBO

Subject: Building Permit Activity Report

Recommendations:

Be it resolved that Council hereby receives Building Department Building Activity Report dated October 20, 2015 for information.

Background:

Overall the building permit numbers this year are up over last year's numbers. For the month of September, we have issued 24 permits, 4 of which were for new housing starts compared to 15 permits issued in September 2014 and 2 new housing starts.

See attached appendices for full breakdown of the comparison of the 2015 building permit activity vs. 2014 building permit activity.

Financial Impact:

None

Consultation:

N/A

Communications Plan:

To be presented at a regular council meeting for information

Appendices:

Appendix I – Building Permit to Date – September 30, 2015
 Appendix II – Monthly Comparison – September 2015

Permit Comparison Summary

Issued For Period JAN 1,2015 To SEP 30,2015

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Accessory Building						
Deck	16	6,222.30	157,200.00	12	4,520.08	146,300.00
Pool	14	3,000.00	339,900.00	10	2,000.00	260,000.00
Accessory Building - Residential						
Accessory Building - Residential	35	19,286.50	734,500.00	25	17,033.69	882,000.00
Assembly						
Assembly	1	75.00	5,000.00	1	75.00	0.00
Change of Use						
Change of Use	2	2,951.80	25,000.00	1	750.00	0.00
Commercial						
Commercial	2	0.00	1,810,000.00	1	75.00	0.00
Commercial - Major renovation	2	2,750.00	100,000.00	5	5,700.00	215,778.00
Commercial - Minor renovation	4	2,325.00	80,000.00	0	0.00	0.00
Demolition						
Demolition Permit	1	200.00	5,000.00	4	800.00	15,000.00
Demolition Permit - Non-Residential	2	1,500.00	0.00	0	0.00	0.00
Farm Building						
Farm Building - Addition/renovation	8	6,510.00	709,800.00	2	2,057.60	487,500.00
Farm Building - New	8	12,327.18	874,250.00	8	6,157.20	429,300.00
Industrial						
Industrial	1	8,160.00	150,000.00	0	0.00	0.00
Industrial - Major	2	1,500.00	840,000.00	2	7,070.00	506,000.00
Institutional						
Institutional - Major	1	2,000.00	400,000.00	0	0.00	0.00
Institutional - Minor	1	750.00	3,000.00	0	0.00	0.00
Residential						
Residential - Major	16	31,171.46	2,530,000.00	20	35,507.88	2,868,000.00
Residential - Minor	9	2,302.53	99,000.00	12	3,478.96	163,200.00
Residential - Multiple	0	0.00	0.00	3	11,400.00	980,000.00
Residential - New						
Residential -SDR	17	50,406.69	7,085,000.00	34	104,862.00	15,008,000.00
Septic Permit						
Septic Permit	33	15,350.00	0.00	52	24,000.00	0.00
Septic Permit - Tank Replacement	7	1,400.00	0.00	10	2,000.00	0.00
Tent						
Tent	5	1,000.00	3,000.00	8	1,600.00	1,200.00

Town Of Erin

Permit Comparison Summary

Issued For Period **JAN 1,2015** To **SEP 30,2015**

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	187	210
Total Dwelling Units Created	20	39
Total Permit Value	15,950,650.00	21,962,278.00
Total Permit Fees	171,188.46	229,087.41
Total Compliance Letters Issued	28	44
Total Compliance Letter Fees	2,100.00	3,300.00

<u>Permit Charge</u>	<u>Amount</u>
Accessory Building - Residenti	17,033.69
Assembly	75.00
Change of Use	750.00
Commercial	75.00
Commercial - Major renovation	5,700.00
Deck	4,520.08
Demolition Permit	800.00
Farm Building - Addition/renov	2,057.60
Farm Building - New	6,157.20
Industrial - Major	7,070.00
Pool	2,000.00
Residential - Major	35,507.88
Residential - Minor	3,478.96
Residential - Multiple	11,400.00
Residential -SDR	104,862.00
Septic Permit	24,000.00
Septic Permit - Tank Replaceme	2,000.00
Tent	1,600.00
Total	229,087.41

Appendix II - Monthly Comparison

Town Of Erin

Permit Comparison Summary

September

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

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Accessory Building						
Deck	1	200.00	2,000.00	2	1,562.44	17,000.00
Pool	0	0.00	0.00	1	200.00	40,000.00
Accessory Building - Residential						
Accessory Building - Residential	4	1,638.56	93,000.00	8	2,797.41	290,000.00
Commercial						
Commercial	0	0.00	0.00	1	75.00	0.00
Commercial - Major renovation	0	0.00	0.00	1	200.00	80,000.00
Demolition						
Demolition Permit	1	200.00	5,000.00	1	200.00	0.00
Farm Building						
Farm Building - Addition/renovation	1	1,500.00	15,000.00	0	0.00	0.00
Farm Building - New	0	0.00	0.00	1	1,260.00	110,000.00
Residential						
Residential - Major	2	1,049.36	120,000.00	1	200.00	30,000.00
Residential - Minor	1	200.00	20,000.00	1	200.00	10,000.00
Residential - New						
Residential -SDR	2	5,834.70	775,000.00	5	11,912.88	1,750,000.00
Septic Permit						
Septic Permit	3	1,500.00	0.00	6	2,150.00	0.00
Septic Permit - Tank Replacement	1	200.00	0.00	2	400.00	0.00
Tent						
Tent	1	200.00	0.00	2	400.00	1,200.00

	Previous Year	Current Year
Total Permits Issued	17	32
Total Dwelling Units Created	2	4
Total Permit Value	1,030,000.00	2,328,200.00
Total Permit Fees	12,522.62	21,557.73
Total Compliance Letters Issued	6	3
Total Compliance Letter Fees	450.00	225.00

Town Of Erin

Permit Comparison SummaryIssued For Period **SEP 1,2015** To **SEP 30,2015**

Accessory Building - Residenti	2,797.41
Commercial	75.00
Commercial - Major renovation	200.00
Deck	1,562.44
Demolition Permit	200.00
Farm Building - New	1,260.00
Pool	200.00
Residential - Major	200.00
Residential - Minor	200.00
Residential -SDR	11,912.88
Septic Permit	2,150.00
Septic Permit - Tank Replaceme	400.00
Tent	400.00
<hr/>	
Total	21,557.73



Staff Report

Report #: 2015-19R

Date: October-20-15

Submitted By: **Dave Knight, Interim Road Superintendent**

Subject: 2015-16 Winter Snow Plowing and Removal Contracts

Recommendations:

Be it resolved that Council award contracts for snow plowing at various municipal facilities as follows:

- Award Part 1a (Centre 2000) to Pro Landscaping for \$193.00 per event
- Award Part 2a (Erin Firehall) to Pro Landscaping for \$82.00 per event
- Award Part 2b (Hillsburgh Firehall) to Pro Landscaping for \$73.00 per event
- Award Part 3a (Glendevon Pumphouse) to Mr. Markus for \$ 38.00 per event
- Award Part 3b (Hillsburgh Heights Pumphouse) to Mr. Markus for \$43.00 per event
- Award Part 3c (Well #7) to Mr. Markus for \$43.00 per event
- Award Part 3d (Well #8) to Mr. Markus for \$34.00 per event
- Award Part 3e (Water Tower Road) to Mr. Markus for \$165.00 per event
- Award Part 3f (former Erin Hydro Building) to Pro Landscaping \$78.00 per event
- Award Part 4a (Hillsburgh Medical Clinic) to for Pro Landscaping for \$48.00 per event
- Award Part 5a (MacMillan Park parking lot) to Pro Landscaping for \$90.00 per event
- Award Part 5b (Young Street) to Pro Landscaping for \$34.00 per event
- Award Part 5c (Charles Street) to Pro Landscaping for \$68.00 per event
- Award Part 5d (William Street) to Pro Landscaping for \$78.00 per event
- Award Part 5e (March Street) to Pro Landscaping for \$ 58.00 per event

And Further that Council hereby awards the contract for snow removal to the lowest qualified bidder Snow Brothers Contracting at their quoted price of \$8853.66 per clearing event (this includes both Erin and Hillsburgh villages) and any additional work if required at a quoted price of \$382.00 per hour.

Background:

Tenders were advertised and received for snow plowing at various municipal facilities and snow removal on the Main Streets of Erin and Hillsburgh. A detailed summary of the bids

received is attached. For comparison purposes I added the cost of snow plowing and sanding together to determine a total for each snow event.

The submissions received have been reviewed, the equipment listed and experience has been taken into consideration and my recommendation is to split up the work to ensure it is completed in a timely manner, to ensure the successful bidder has the appropriate equipment to complete the areas and to structure operations such that some redundancy exists should issues arise over the course of the winter.

Applicable taxes are extra. The details of bids received are contained on the attached sheet.

Financial Impact:

The expense associated with these contracts is included in the annual budgets of the departments responsible for the individual facilities.

Consultation:

Prior to receipt of tenders, bidders were required to review each location with the department head responsible for that location or facility.

Communications Plan:

N/A

Conclusion:

Council award contracts for snow plowing at various municipal facilities as follows:

- Award Part 1a (Centre 2000) to Pro Landscaping for \$193.00 per event
- Award Part 2a (Erin Firehall) to Pro Landscaping for \$82.00 per event
- Award Part 2b (Hillsburgh Firehall) to Pro Landscaping for \$73.00 per event
- Award Part 3a (Glendevon Pumphouse) to Mr. Markus for \$ 38.00 per event
- Award Part 3b (Hillsburgh Heights Pumphouse) to Mr. Markus for \$43.00 per event
- Award Part 3c (Well #7) to Mr. Markus for \$43.00 per event
- Award Part 3d (Well #8) to Mr. Markus for \$34.00 per event
- Award Part 3e (Water Tower Road) to Mr. Markus for \$165.00 per event
- Award Part 3f (former Erin Hydro Building) to Pro Landscaping \$78.00 per event
- Award Part 4a (Hillsburgh Medical Clinic) to Pro Landscaping for \$48.00 per event
- Award Part 5a (MacMillan Park parking lot) to Pro Landscaping for \$90.00 per event
- Award Part 5b (Young Street) to Pro Landscaping for \$34.00 per event
- Award Part 5c (Charles Street) to Pro Landscaping for \$68.00 per event
- Award Part 5d (William Street) to Pro Landscaping for \$78.00 per event
- Award Part 5e (March Street) to Pro Landscaping for \$58.00 per event

Award the contract for snow removal, to the low bidder Snow Brothers Contracting at their quoted price of \$8853.66 per clearing event (this includes both Erin and Hillsburgh villages) and any additional work if required at a quoted price of \$382.00 per hour.

Appendices:

APPENDIX A	Snow Plowing Tender Results
APPENDIX B	Snow Removal Tender Results

2015/2016 SNOW PLOWING 2015-09P

		2015-09P					Pro Landscaping			Haywire Fencing			Mr. Markus			No Green Pools			University Pro Landscaping			Greenhaven			Wilbois				
CONTRACTOR:		2010/2011 PRICE	2011/2012 PRICE	2012/2013 PRICE	2013/2014 PRICE	2014/2015 PRICE	5 Year Average	Snow Plowing	Sand & or Salt	TOTAL		Snow Plowing	Sand & or Salt	TOTAL	Snow Plowing	Sand & or Salt	TOTAL	Snow Plowing	Sand & or Salt	TOTAL	Snow Plowing	Sand & or Salt	TOTAL	Snow Plowing	Sand & or Salt	TOTAL	Snow Plowing	Sand & or Salt	TOTAL
1a	Centre 2000 Boland Dr., Erin	\$220.00	\$230.00	\$230.00	\$230.00	\$215.00	\$225.00	\$89.00	\$104.00	\$193.00	14.22%			\$0.00	\$180.00	\$180.00	\$360.00			\$0.00	\$119.00	\$100.00	\$219.00	\$950.00	\$120.00	\$1,070.00	\$90.00	\$130.00	\$220.00
2a	Erin Fire Hall 2 Erinville Dr., Erin	\$120.00	\$117.00	\$110.00	\$105.00	\$94.00	\$109.20	\$41.00	\$41.00	\$82.00	24.91%			\$0.00	\$45.00	\$45.00	\$90.00			\$0.00	\$50.00	\$43.50	\$93.50	\$40.00	\$50.00	\$90.00	\$42.00	\$58.00	\$100.00
2b	Hillsburgh Fire Hall 2 Station St, Hillsburgh	\$110.00	\$98.00	\$95.00	\$93.00	\$83.00	\$95.80	\$39.00	\$34.00	\$73.00	14.22%			\$0.00	\$40.00	\$40.00	\$80.00			\$0.00	\$50.00	\$33.00	\$83.00			\$0.00	\$37.00	\$55.00	\$92.00
3a	Glendevon Pumphouse Water St, Hillsburgh	\$70.00	\$70.00	\$65.00	\$55.00	\$40.00	\$60.00	\$24.00	\$24.00	\$48.00	20.00%	\$38.00	\$38.00	\$76.00	\$35.00	\$3.00	\$38.00			\$0.00	\$40.00	\$5.00	\$45.00			\$0.00	\$40.00	\$10.00	\$50.00
3b	Hillsburgh Heights Pumphouse 5929 Trafalgar Rd, Hillsburgh	\$80.00	\$68.00	\$65.00	\$55.00	\$45.00	\$62.60	\$24.00	\$24.00	\$48.00	23.32%	\$45.00	\$45.00	\$90.00	\$40.00	\$3.00	\$43.00			\$0.00	\$40.00	\$5.00	\$45.00			\$0.00	\$40.00	\$5.00	\$45.00
3c	Erin Well # 7 46 Sideroad 17, Erin	\$60.00	\$66.00	\$63.00	\$55.00	\$45.00	\$61.80	\$24.00	\$24.00	\$48.00	22.33%	\$44.00	\$44.00	\$88.00	\$40.00	\$3.00	\$43.00	\$45.00	\$45.00	\$90.00	\$40.00	\$5.00	\$45.00			\$0.00	\$40.00	\$5.00	\$45.00
3d	Erin Well # 8 5555 8th Line, Erin	\$75.00	\$66.00	\$63.00	\$50.00	\$35.00	\$57.80	\$24.00	\$24.00	\$48.00	16.96%			\$0.00	\$33.00	\$1.00	\$34.00	\$35.00	\$35.00	\$70.00	\$40.00	\$5.00	\$45.00			\$0.00	\$40.00	\$10.00	\$50.00
3e	Water Tower Road 23 William St., Erin	\$140.00	\$140.00	\$140.00	\$140.00	\$130.00	\$138.00	\$100.00	\$100.00	\$200.00	-4.93%			\$0.00	\$120.00	\$45.00	\$165.00			\$0.00	\$119.00	\$100.00	\$219.00			\$0.00	\$105.00	\$110.00	\$215.00
3f	Erin Hydro Building 1 Shamrock Road, Erin	\$120.00	\$110.00	\$107.00	\$100.00	\$85.00	\$104.40	\$39.00	\$39.00	\$78.00	25.29%			\$0.00	\$60.00	\$22.00	\$82.00	\$35.00	\$45.00	\$80.00	\$75.00	\$10.00	\$85.00	\$35.00	\$45.00	\$80.00	\$50.00	\$50.00	\$100.00
4a	Hillsburgh Medical Centre 11 Mill Street, Hillsburgh	\$90.00	\$78.00	\$75.00	\$75.00	\$60.00	\$75.60	\$24.00	\$24.00	\$48.00	36.51%	\$58.00	\$58.00	\$116.00	\$30.00	\$25.00	\$55.00			\$0.00	\$30.00	\$44.00	\$74.00			\$0.00	\$30.00	\$45.00	\$75.00
5a	MacMillan Park				\$115.00	\$100.00	n/a	\$50.00	\$40.00	\$90.00	21.74%			\$0.00	\$65.00	\$45.00	\$110.00			\$0.00	\$60.00	\$39.00	\$99.00			\$0.00	\$50.00	\$60.00	\$110.00
5b	Young St				\$90.00	\$40.00	n/a	\$14.00	\$20.00	\$34.00	32.00%			\$0.00	\$20.00	\$15.00	\$35.00			\$0.00	\$40.00	\$5.00	\$45.00			\$0.00	\$25.00	\$25.00	\$50.00
5c	Charles St				\$90.00	\$80.00	n/a	\$34.00	\$34.00	\$68.00	24.44%			\$0.00	\$40.00	\$35.00	\$75.00			\$0.00	\$50.00	\$24.00	\$74.00			\$0.00	\$30.00	\$45.00	\$75.00
5d	William St				\$100.00	\$90.00	n/a	\$39.00	\$39.00	\$78.00	22.00%			\$0.00	\$43.00	\$43.00	\$86.00			\$0.00	\$50.00	\$39.00	\$89.00			\$0.00	\$50.00	\$50.00	\$100.00
5e	March St				\$70.00	\$65.00	n/a	\$29.00	\$29.00	\$58.00	17.14%			\$0.00	\$35.00	\$25.00	\$60.00			\$0.00	\$50.00	\$19.00	\$69.00			\$0.00	\$30.00	\$38.00	\$68.00

2015-16 SNOW REMOVAL TENDER 2015-10

NAME:	TOTAL PER EVENT	PER HR	
Snow Brothers Contracting	\$8,853.66	\$382.00	\$9,235.66
University Pro Landscapers	\$8,644.50	\$600.00	\$9,244.50
Pro Landscaping	DISQUALIFIED		



Staff Report

Report #: 2015-11

Date: October-20-15

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

Subject: REVISED COMMUNITY SUPPORT GRANT POLICY

Recommendations:

Be it resolved that Council supports the recommendations of the Ad Hoc Grant Committee and adopts the revised “Community Grants Policy” as attached.

Background:

In April 2012 the Town of Erin adopted a “Financial Assistance” grant Policy. The purpose of the Policy was to establish a guideline and process for Council to provide financial assistance to not-for-profit organizations through annual grant allocations. In November 2013 I presented a report to Council with recommendations for revisions to that Policy. Some changes were implemented with the 2015 Budget process, including the appointment of an “Ad Hoc Grant Committee”. In 2015, the Committee reviewed 42 applications for financial support and made recommendations to Council for this year’s allocations. During the Budget deliberations, direction was given to the Committee to again review the grant Policy and process in time for the next budget year. **The goal of this review is to create a Policy that more clearly and specifically defines the criteria by which grant applications will be considered.**

Review Process

On August 25th the Committee met to discuss the current Policy, identify improvements, and develop a revised grant Policy for Council to consider.

The Committee carefully reviewed the municipal assistance policies of 5 local municipalities and their application processes. By adding further wording to the Town’s current Policy, we have provided more detail and refined the requirements in a revised Policy.

A ‘revised’ Policy is attached to this Report as *Appendix A*. Where changes were made, or new wording added, I have highlighted the text in “yellow”.

The 5 Policies reviewed include:

Town of Erin – current 2012 version- Requests for Financial Assistance
 Town of Halton Hills – Municipal Assistance Program
 Town of Orangeville- Community Grants, Requests for Financial Support forms
 City of Guelph- Wellbeing Grant Program
 Wellington County- Community Grants Policy and Application

Although criteria from all municipalities was used for our revisions, we often chose the wording of the Halton Hills program as the most appropriate for Erin.

The Committee considered changes under each of the following criteria:

Program Title – **we recommend that the program name would be clearer if we changed it to “Community Grants”** rather than “Financial Assistance”.

Eligibility – we recommend that a clearer description of eligible organizations be added. We included the wording “**local services**” and “**benefit to the majority**” of Erin residents.

We added wording to describe what the organizations can use the funds for.

Non-eligible Organizations – most other municipalities have a definition of organizations that will not be considered for grant funding under this policy. **We added a list of Non-Eligible organizations.**

Criteria – we provided some wording as guidance to the Committee, Council and the applicants **to show how their submissions will be evaluated.**

Maximum Grant Allocation – **we recommend that there be an annual “upset” limit per group of \$3,000 per year under this program.**

Exception – the Committee recognizes the grant that the Town has given to EWCS for many years in support of **their Senior’s Program at Centre 2000 exceeds the annual “limit” now set in this document. We recommend that EWCS be granted an ‘exception” under this Policy but that a limit of \$16,000. per year be set.** Council can revise that amount at any time.

Process- we left the annual application submission-date deadline at January 31st each year.

We recommend that Council continue the practice of appointing a “Grant Committee” each year to review the applications, and make allocation recommendations to Council in February or March each year. **We suggest that the Committee be made up of the Mayor, CAO, Economic Development Officer, Treasurer, and one other Councillor.**

At the time of appointing the Committee each year, or early in the budget deliberations, Council should set a “Total Grant Budget Limit” for the current year. **For 2016 the Committee recommends that the 2016 grant funding be set in the amount of \$16,950 plus \$16,000 for EWCS for a Total tax-supported amount of \$32,950.** This amount is the same as 2015.

Waiver of Fees – the Strategy Corp Operational Review suggests that Council should adopt a formal Policy to provide a process for “waiving of fees”. The ‘discounted’ or ‘reduced’ fees charged to Minor Sports groups in Erin for ice rent, and ball & soccer field use is also in this category.

The Committee supports a thorough review of those practices but felt that was beyond the scope of our Committee’s purpose. **We recommend the undertaking of such a review and development of a Policy.**

Financial Impact:

For the 2016 Budget, the Committee recommends a Total Grant amount of \$16,950 plus \$16,000 for EWCS.

Consultation:

The direction of Council was considered as the Policies of 5 municipalities were reviewed.

Communications Plan:

If Council supports the recommendations of this Report, and the draft Policy is adopted, the revised Policy and a new Grant Application “Form” will be posted on the Town’s website. A Notice will be published in the local papers in December each year.

Conclusion:

Clearly the intent of this Council, and also the previous Council, was to revise the current Grant Policy to improve the definition and criteria for funding. Through the work of the Ad Hoc Grant Committee this year, a new Policy was drafted. The recommendations of the Committee as outlined in this Report have been incorporated into 2 new documents for Council’s adoption.

Appendices:

Appendix A – COMMUNITY GRANTS POLICY

Appendix B – APPLICATION FOR COMMUNITY GRANTS

THE CORPORATION OF THE TOWN OF ERIN

COMMUNITY GRANTS POLICY

APPLICATIONS FOR FINANCIAL ASSISTANCE

SCOPE:

This Policy sets out the Town's position with respect to establishing a guideline to provide financial assistance to not-for-profit organizations by means of a community grant.

GUIDELINES:

The Town of Erin seeks to support non-profit, charitable, and youth organizations, by providing limited financial support to groups offering community programs and services.

ELIGIBILITY:

Application for Community Grants will be accepted from any individual, group, or organization operating on a not-for-profit basis having a formal organizational structure (i.e. Board of Directors, Committee structure, or a structure similar in nature). The applicant must be providing local services, products, programs or initiatives that benefit the majority of the Town of Erin and its residents.

The following organizations are not eligible for Community Grants as outlined in this Policy:

- Faith Organizations
- Political Affiliations
- Hospitals, clinic-based or medical treatment services
- Educational institutions
- Government (i.e. Federal, Provincial, County and Municipal).

APPLICATION CRITERIA:

Applicants to the Community Grants program must demonstrate to the Town that the aims, objectives, and activities of the Application are of benefit to the community and support the priorities of Council.

Eligible organizations can apply for small operating, project or capital grant funding. This means community grants can be used for core operating funding, one-off events, special programming, or for small capital items.

The following criteria will be used to evaluate Applications for financial assistance:

- Benefits the majority of Town residents
- Facilitates self-sufficiency and/or sustainability of the community organization
- Promotes volunteerism, participation, and leadership development
- Promotes affordable, accessible, inclusive and diverse programs or services
- Fosters a healthy, safe and active community
- Provides new or complimentary programs or services
- Supports efficient and effective use of municipal resources and facilities

Grants will be allocated to a maximum \$3,000.00 per application per budget year.

Exception: special consideration may be granted under this Policy to East Wellington Community Services (EWCS) in support of the seniors program at Centre 2000; the annual community grant will be set at \$16,000 per year commencing in 2016, and will continue at said rate until or unless revised by Council.

General Funding Requests

1. Funding request “applications” are to be submitted to the Treasurer by January 31 in the year for which the funds are requested.
 - Applications are to be on a form prescribed by the Town of Erin. The grant application form must be completed in full, with all requested information attached;
2. The Treasurer will review the application for completeness. Applicants will be asked to provide any missing information, which must be received by the Treasurer before the application is presented to the Grant Committee for consideration.
3. Applications meeting the eligibility criteria will be submitted to the Town’s Community Grant Committee for review and recommendation. The Community Grants Committee will provide a written Report to Council containing their recommendations for grant funding. Council has final authority to approve or revise the recommendations, and award the annual grants.
4. The total funding available for allocation to organizations in a given year shall be in accordance with the amount approved by Council in the Annual budget. Once the budget has been approved, no further applications will be considered for that year.
5. Upon approval of the grant allocation Resolution, the Treasurer will release funds as directed. All Applicants will be notified of Council’s decision, in writing, by the Treasurer.

Waiving of user fees at municipal facilities

6. The Town of Erin's user fees provide reduced rates for non-profit, community and youth organizations therefore rental fees for the Town's facilities will not be waived under this Policy.

Participation in fund-raising events

7. If an employee wishes to participate in an event that takes place during that employee's working hours, the employee will be required to make up the time they are absent or take vacation time.

Original Policy passed at the April 17, 2012 Council Meeting

DRAFT

THE CORPORATION OF THE TOWN OF ERIN
5684 Trafalgar Rd., R. R. # 2 Hillsburgh, ON N0B 1Z0
Phone: (519) 855-4407
Treasurer's Office extension 225

APPLICATION FOR COMMUNITY GRANT
(To be submitted by January 31th in the year for which the funds are requested)

GENERAL FUNDING (please print information)

Organization Name: _____

Full Mailing Address: _____

Contact Person: _____ Email: _____

Phone: (day) _____ (evening) _____ (fax) _____

Website: _____

Name of Contact Person: _____

1 **AMOUNT OF FINANCIAL ASSISTANCE BEING REQUESTED:** _____
(maximum request per budget year \$3,000.)

2 Please provide details of the organization or project's anticipated use of grant proceeds (if successful). Include the impact the organization/project has on the Town of Erin and its residents, and the importance to the Town

3. How will the funds be used?

4 Outline the mission, purpose and objectives of your organization:

5 Does your organization receive funding from any other government source? _____
If YES- Please indicate level of Government _____

6 If your organization received financial support from the Town of Erin in either of the last 2 years- Please indicate the amount of previous grants, and describe the use of the grant. _____

7 How long has your organization been in operation? _____

8 Annual Meeting Date: _____

9 Officers for current year:

President: Name: _____
Address: _____
Phone: (Res) _____ (Bus) _____

Secretary: Name: _____
Address: _____
Phone: (Res) _____ (Bus) _____

Treasurer: Name: _____
Address: _____
Phone: (Res) _____ (Bus) _____

Date: _____ Signature: _____

If there are any other comments that you would like to include that may assist Council when considering this application, please provide details here (or feel free to attach a separate sheet, if necessary):

Volunteer Support *(associated with the proposal)*

of volunteers involved: _____ Total hours of volunteer time contributed: _____

Please submit your Application to : sharon.marshall@erin.ca OR

FAX (519) 855-4821

Personal Information contained on this form is collected pursuant to Section 8 of the *Municipal Act, 2001, S.O. 2001, as amended*, and will be used for the purpose of responding to your request for funding.

Questions about the collection of this information should be directed to the Municipal Clerk:

- 519-855-4407, ext. 233;
- e-mail: dina.lundy@erin.ca



Staff Report

Report #: 2015-12

Date: October-20-15

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

Subject: 3RD QUARTER 2015 FINANCIAL REPORT

Recommendations:

Be it resolved that Council receives the 3rd Quarter Financial Report for information.

Background:

I have prepared the quarterly financial report capturing all transactions up to and including September 30th 2015 (**Appendix A**). This Report shows the 2015 “Budget” numbers compared to the actual revenues and expenditures incurred to-date, percentage of Budget used so far, and percentage comparison to the 3rd quarter 2014.

Financial Impact:

A detailed 3rd Quarter financial report, with listings of all transactions to-date, was circulated to all Department Heads and Senior staff on October 1st for their review. The Capital Budget report was also provided. Department Heads were asked to consider both reports and provide written explanations for: variances from budget and projections to final year-end.

A brief synopsis of their reviews follows by departments:

GENERAL GOVERNMENT – (by S. Marshall)

Council – Council expenditures are 64.2% of budget, slightly higher than 2014, but well within anticipated year-end totals. Salaries and benefits are less than the 75% of the total year’s estimates. Council members’ expenses for attending seminars, workshops and conferences total \$9,768 of a \$10,000 budget.

Administration/Finance – Wages and benefits are only 70% spent- less than the 75% that could be expected for the 3rd quarter. We can anticipate a budget under-spending of wages & benefits at year-end, primarily attributable to reduced over-time. Purchased Services are already at 99% of budget. These ‘services’ include Tax

arrears collection costs at +\$27,532 over-spent to-date; IT systems contracted support and maintenance at \$52,262, which is actually slightly under-budget. It is important to note that the consulting cost related to tax registrations is off-set by 'revenues' under the Internal Recoveries revenue line. In fact, \$55,535 recovered from tax-registered property owners more than off-sets the costs by approximately +\$9,000. The Tax Administrator's successful tax collection efforts have cleared 3-year tax arrears on more than 34 properties.

Insurance and Financial expenses are only at 67% of the budget total although insurance costs are slightly high at +\$4,200 over-budget and Legal fees already exceeding budget by \$5,700. Most of the legal costs (\$27,300 of the \$30,800 spent) on legal advice this year was related to employment and HR matters.

Capital- Since the drafting of this Report, the roof at the Town Office has been re-shingled for the cost of \$22,387. Council has recently authorized the additional, unbudgeted expense of \$15,000 to complete the operational review of the Fire Department. Kathryn reports that the Organizational/Compensation Review should be started before year-end. Several projects will be deferred to 2016: although the fibre optics internet has been installed, some of the other IT upgrades will remain uncompleted until the re-direction of systems management and staffing is implemented; the office renovations 'design' phase will also be moved into the 2016 budget.

PROTECTION TO PERSONS & PROPERTY

Building Department (by A. Hartholt) - Building Permit revenues are \$57000 more than the same period in 2014, and above estimates for year-to-date. Consistent permit numbers generated in late summer continue to help exceed last year's permit revenues. Salary and benefit costs appear to within estimates, currently running at 73.2% of projected costs. The legal costs are high at 129%, this is due defence a claim that was started in 2014 and has since been dropped. It is anticipated that due to a pending legal proceeding the cost will increase over the next quarter or extend in the 2016 budget. The office overhead is well under projected amount, 44%; this can be attributed to that the minor renovation to add another office/meeting area has not started.

By-Law Enforcement/Crossing Guards (by A. Hartholt) - Salary and benefit costs appear to within estimates, currently running at 70% of projected costs. Legal costs are below projected at 35%, but it is anticipated that number will increase in the remaining quarter due to a current legal proceeding and potential site alteration by-law implications.

Source Water Protection (by A. Hartholt)- It is expected that all major costs incurred for implementing the Septic Re-inspection Program will be billed in remaining quarter of 2015. This work was contracted to WSP and is well on the way to being completed. Council can expect a report on Septic Re-inspection Program results in the

coming months. The Town was successful in getting an extension of the grant money, which was due to expire in December 2015. With the extension of the grant money, this will help cover some of the costs of the implementing CTC source water protection plan which will be take effect as of January 1, 2016.

Fire & Emergency Services (by S. Marshall) - Fire Department “revenues” are already above estimates by +\$1,300. These revenues are realized from recovery of costs charged back to vehicle owners involved in local accidents. Although the number of billable incidents is unpredictable, it is reasonable to anticipate a small revenue surplus by year-end. Rent from Guelph EMS, permit fees and municipal agreement revenues are similar to the same period in 2014. Salaries & benefits costs are below the same period in 2014 – at only 68.1% to budget this year. The wages paid out to firefighters is based on number of calls, so although the emergency responses are also unpredictable, certainly in comparison to last year it would appear we may be slightly under-spent at year-end. It also appears that Supplies & Materials may be under-spent for 2015.

Capital- Fire Capital is only 8% spent to-date although several of the major projects are proceeding now. Council recently authorized the purchase of the breathing apparatus at a cost of \$259,854 – approximately \$20,000 over the anticipated budget. The tender for replacement of Pumper truck #11 is proceeding as well and it too is expected to come in higher than the budgeted amount. Both purchases are negatively affected by the poor U.S. dollar exchange rate. The potential cost over-runs are to be funded with new debt so the 2015 tax impact is zero, although debt servicing costs for future years will be higher.

Animal Control (by S. Marshall) – Dog Tag sales revenues continue to slide each year and are already \$4,890 less than September 2014. Fortunately the cost of canine control services is well under-spent and should off-set the loss of tag revenue. The 2015 Canine Services budget anticipated a new level of service provided through a new agency. Instead, we renewed the current UCHS contract until the end of 2015 and the costs remain the same as in previous years. The Clerk’s Department is has recently advertised the RFP for canine control services in 2016. We anticipate a modest canine control surplus of +\$18,000 this year. Wolf claims for livestock losses by wolves is dramatically higher in 2015. Although we receive Provincial funding of \$12,176 so far in 2015- the Town is left with a net tax impact of \$741 to-date.

PUBLIC WORKS

Road’s Department (by S. Marshall) - Wages & Benefits are 76% spent to September 30th, which is significantly lower than the same time in 2014. OT hours are much lower than the ice-storm impacted 2014 season. We anticipate that staffing costs will fall within the budget estimate. Supplies & materials are 73% spent and are expected to

be within the 2015 budgeted amount. When comparing the 2015 operating expenditures to the same period in 2014, it is important to remember that the Ice Storm event in December 2013 created huge clean-up costs for the Town in 2014. A comparison of costs to 2013 provides a more realistic model- such that the total operating expenditure to budget is 71% in September 2015 compared to 70.5% in 2013.

Capital- Most of the Capital Projects are partially complete or commencing shortly. It appears that we should see costs under-budget and savings related to the reconstruction of the Culvert 2061 in Cedar Valley and various resurfacing projects. Where capital costs were to be financed with tax dollars, and we realize savings, those funds can be set aside into Roads Capital Reserves at year-end and used for future capital projects. We anticipate at this time a Transfer to the Capital Roads Reserves approaching \$100,000.

Water Department (by S. Marshall)-

Over-all the Water Dept. is operating with a small surplus of revenues over expenses of +\$4,673 to-date. Water billing revenues are \$117,270 higher in 2015 than 2014. Operating expenditures are also higher than 3rd quarter 2014 at 76.4% used compared to 69.1% of budget in 2014. Although OT wages are actually down slightly compared to 3rd Quarter 2014, the total wages are up +\$26,175. This slight increase in wage costs reflect the lower wages paid out in the summer of 2014 because of the unfortunate circumstances last year.

Capital- Capital expenditures actually exceed the budgeted estimates slightly. The additional costs for PLC Upgrades to the Erin well houses were approved after the budget by special resolution (\$47,746 to September 30th).

Environmental Services – (by S. Marshall)-

The Purchased Services under this department show an expenditure of \$4,120 to-date. This cost is related to engineering services for the emergency repairs to Hull's Dam.

Capital- the SSMP Water & Wastewater EA's fall under this department. Although the EA costs to-date this year are well below the total 2015 budget, the legal and engineering costs for Council's additional review of the EA process is actually \$44,382 more than originally allocated for this year. Those "extra" costs also include engineering fees for the preparation and submission of the Green Municipal Fund application for a grant to support the wastewater EA. The GMF application has been submitted, but approval is not expected until January 2016. For details of the **Total SSMP Costs** see **Appendix B**.

RECREATION

All Facilities & Parks – Over-all NET recreation costs are substantially less than 2014 – only 83.5% of budget compared to 97.7% in 2014. Operating costs are actually down

\$96,629 from 3rd Quarter 2014. Most of the reduced costs are realized under the Wages & Benefits line due to reduced number of staff. Recreation OT has been substantially reduced over last year. Revenues are up compared to 2014, but only as a result of additional transfers from Reserves. In fact, user fees and rental revenues are significantly down (\$24,598) compared to September 2014. Facilities Manager Graham Smith anticipated reduced rentals this year but also reports some unexpected losses: floor rentals lost in the Hillsburgh Arena over the summer season while the boards were being replaced; at the Erin Arena ice rentals are down partly because the Erin Shamrocks, a major ice-user in late season, did not make the playoffs in 2015 for the first time in many years.

Capital- Graham Smith has provided a separate Staff Report to Council with the October 20th Agenda detailing his review of Recreation Capital.

PLANNING

Planning – (by A. Hartholt) - The cost of service for the County planners cannot be fully assessed at this time as we have not received many invoices to date. The fourth quarter may give the Town a better picture of the cost implications of this new service model. Salary and benefit costs are well above estimates at 101.8%. This number should not increase significantly in the remaining quarter of the year as cost implications of staff changes have already been incurred.

Consultation:

Council, as well as Senior Staff, were circulated asked for their review and comments prior to the writing of this Report.

Communications Plan:

The 3rd Quarter 2015 Budget-To-Actuals Report (**Appendix A**) will be posted on the Town's website.

Conclusion:

The 3rd Quarter Financial Report is an especially important tool for department heads. It should be used to set the work plan for the balance of the year and to prepare for the next year's budget.

Summary Financial Position to-Date-

Compared to the 3rd Quarter of 2014, the Town has spent \$387,515 LESS in 2015 on Operations and \$60,753 LESS on Capital projects. On the other hand, we are setting

\$140,952 MORE away in Infrastructure Renewal Reserves than last year. Net Operating costs (expenses less applicable revenues) are at 71.7% of budget for 2015 compared to 84.4% in 2014. If the trend continues, and we do not experience extreme early winter conditions, I expect a positive cash position at the end of this year.

Appendices:

- A. 3RD QUARTER 2015 BUDGET TO ACTUALS REPORT october 14 2015.pdf
- B. SSMP EA COSTS 3RD QUARTER 2015 october 9 2015.pdf

	2014 BUDGET	ACTUALS to Sept 30 2014		2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED	
OPERATIONS							
REVENUE							
Grants and Subsidies	95,563	101,177		175,150	92,617	52.9%	
Unconditional Grants (ie. OMPF)	0	0		0	0	0.0%	
Municipal Recoveries	50,000	33,894		45,000	22,097	49.1%	
Licences, Permits and Rents	994,323	510,212		1,013,216	567,038	56.0%	
Fines and Penalties	383,790	291,595		417,781	277,728	66.5%	
User Fees and Charges	1,728,557	1,277,028		1,701,165	1,382,059	81.2%	
Sales revenue	0	0		0	0	0.0%	
Other revenue	107,203	47,904		62,960	45,221	71.8%	
Internal Recoveries	37,094	18,746		32,176	61,511	191.2%	
Capital Project Recovery	1,000	0		0	15		
PILS and Supplementary Taxes	0	0		0	0	0.0%	
Debt Proceeds	0	0		0	0	0.0%	
Transfer from Reserves	165,178	15,600		302,591	121,510	40.2%	
Total Revenue	3,562,708	2,296,156	64.4%	3,750,039	2,569,796	68.5%	
EXPENDITURES							
Salaries, Wages and Benefits	3,809,892	2,903,777		3,868,116	2,730,752	70.6%	
Supplies, Materials and Equipment	3,042,158	2,379,982		3,192,696	2,111,032	66.1%	
Purchased Services	475,426	328,397		506,901	287,262	56.7%	
Minor Capital Expenses	0	0		0	0	0.0%	
Debt Charges	426,563	350,598		413,477	339,769	82.2%	
Insurance and Financial	244,279	212,140		257,868	210,581	81.7%	
Internal Charges	40,988	34,928		40,585	35,635	87.8%	
Transfer to Reserves	729,454	478,889		798,154	586,165	73.4%	
Total expenditures	8,768,760	6,688,711	76.3%	9,077,796	6,301,196	69.4%	
NET OPERATING COST / (REVENUE)	5,206,052	4,392,555	84.4%	5,327,757	3,731,400	70.0%	
CAPITAL							
Revenue - Capital Funding							
Grants and Subsidies	995,650	659,044		371,579	205,729	55.4%	
Unconditional Grants (ie. OMPF)	0	0		0	0	0.0%	
Municipal Recoveries	0	0		0	0	0.0%	
Licences, Permits and Rents	0	0		0	0	0.0%	
Fines and Penalties	0	0		0	0	0.0%	
User Fees and Charges	0	0		0	0	0.0%	
Sales revenue	40,800	0		9,000	0	0.0%	
Other revenue	0	0		4,700	9,500	202.1%	
Internal Recoveries	0	0		0	0	0.0%	
Capital Project Recovery	18,960	5,960		10,000	0	0.0%	
PILS and Supplementary Taxes	0	0		0	0	0.0%	
Debt Proceeds	636,172	0		1,022,130	140,478	13.7%	
Transfer from Reserves	1,928,520	655,776		1,648,687	795,883	48.3%	
Total Capital Funding	3,620,102	1,320,780	36.5%	3,066,096	1,151,590	37.6%	
EXPENDITURES							
Total Capital Costs	4,367,991	1,476,911	33.8%	3,899,637	1,416,158	36.3%	
NET CAPITAL	747,889	156,131	20.9%	833,541	264,568	31.7%	
OTHER (NON-DEPARTMENTAL) EXPENDITURES							
Transfer to Infrastructure Renewal Reserve	214,240	215,638		218,525	218,418	100.0%	
Tax Stabilization Reserve	18,453	18,453		0	156,625		
	232,693	234,091		218,525	375,043	171.6%	
NET FUNDING NEEDED (GENERATED)	6,186,634	4,782,777	77.3%	6,379,823	4,371,011	68.5%	
NON-DEPARTMENTAL EXPENDITURES AND REVENUES							
General Expenses/Revenues	32,698	32,698		0	156,625		
Tax Levy Requirement	5,533,756	5,533,761		5,762,577	5,762,584	100.0%	
PILS and Supplementary taxes	114,380	91,830		119,250	95,010	79.7%	
OMP Allocation	585,800	439,350		588,000	441,000	75.0%	
Tax Write/Offs	-80,000	-20,837		-90,000	-34,593	38.4%	
From Working Capital Reserves	0	0		0	0	0.0%	
Subtotal	6,186,634	6,076,802	98.2%	6,379,827	6,420,626	100.6%	
TOTAL	0	1,294,026		4	2,049,615		
SUMMARY - TOTAL BUDGET							
	2014 BUDGET	2014 ACTUAL	% USED	2015 BUDGET		NET ACTUALS CHANGE	
						\$	%
OPERATING	8,768,760	6,688,711	76.3%	9,077,796	6,301,196	-387,515	
CAPITAL	4,367,991	1,476,911	33.8%	3,899,637	1,416,158	-60,753	
INFRASTRUCTURE RENEWAL	214,240	234,091	100.0%	218,525	375,043	140,952	
TOTAL EXPENDITURES (BUDGET)	13,350,991	8,399,713	66.1%	13,195,958	8,092,397	-307,316	61.3%

TOWN OF ERIN

DEPARTMENT - GENERAL GOVERNMENT
SUMMARY
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	350	606	350	943	269.43%
Fines and Penalties	380,790	288,332	414,781	274,767	66.24%
User Fees and Charges	4,000	1,728	4,000	85	2.13%
Sales revenue	0	0	0	0	0.00%
Other revenue	38,000	27,511	39,000	25,904	66.42%
Internal Recoveries	9,000	11,112	15,000	55,335	368.90%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	61,670	15,280	0	0	0.00%
Total Revenue	493,810	344,569	473,131	357,034	75.46%
Expenditures					
Salaries, Wages and Benefits	986,431	733,216	1,063,755	735,508	70.23%
Supplies, Materials and Equipment	202,496	109,357	159,231	113,222	71.06%
Purchased Services	109,785	110,613	118,061	117,165	99.24%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	96,135	63,713	96,581	64,660	66.95%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	17,000	12,750	40,000	30,000	75.00%
Total Expenditures	1,411,847	1,029,649	1,477,627	1,060,555	72.58%
NET OPERATING COST / (REVENUE)	918,037	733,488	1,004,496	703,521	71.20%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	42,810	28,808	46,810	48,145	102.85%
Total Capital Funding	42,810	28,808	46,810	48,145	102.85%
Capital					
Expenditures	111,700	30,900	140,950	66,761	47.37%
NET CAPITAL COSTS	68,890	2,092	94,140	18,616	19.77%
NET FUNDING NEEDED (GENERATED)	986,927	687,172	1,098,636	722,137	66.73%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - GENERAL GOVERNMENT
SUBDEPARTMENT - COUNCIL

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	0	0	0	0	0.00%
Expenditures					
Salaries, Wages and Benefits	109,170	72,925	128,190	82,776	64.57%
Supplies, Materials and Equipment	25,000	4,167	22,000	13,696	62.25%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	134,170	77,092	150,190	96,472	64.23%
NET OPERATING COST / (REVENUE)	134,170	77,092	150,190	96,472	64.23%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	134,170	77,092	150,190	96,472	64.23%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - GENERAL GOVERNMENT

SUBDEPARTMENT - ADMINISTRATION

2015 Budget to Actuals

	BUDGET 2014	ACTUALS to Sept 30 2014	% Budget Used	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue						
Grants and Subsidies	0	0	0.00%	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0.00%	0	0	0.00%
Municipal Recoveries	0	0	0.00%	0	0	0.00%
Licences, Permits and Rents	350	606	173.14%	350	943	269.43%
Fines and Penalties	380,790	288,332	75.72%	414,781	274,767	66.24%
User Fees and Charges	4,000	1,728	43.20%	4,000	85	2.13%
Sales revenue	0	0	0.00%	0	0	0.00%
Other revenue	38,000	27,511	72.40%	39,000	25,904	66.42%
Internal Recoveries	9,000	11,112	123.47%	15,000	55,335	368.90%
Capital Project Recovery	0	0	0.00%	0	0	0.00%
PILS and Supplementary Taxes	0	0	0.00%	0	0	0.00%
Debt Proceeds	0	0	0.00%	0	0	0.00%
Transfer from Reserves	61,670	15,280	24.78%	0	0	0.00%
Total Revenue	493,810	344,569	92.98%	473,131	357,034	75.46%
Expenditures						
Salaries, Wages and Benefits	877,261	660,291	81.72%	935,565	652,732	69.77%
Supplies, Materials and Equipment	177,496	105,190	58.66%	137,231	99,526	72.52%
Purchased Services	109,785	110,613	145.93%	118,061	117,165	99.24%
Minor Capital Expenses	0	0	0.00%	0	0	0.00%
Debt Charges	0	0	0.00%	0	0	0.00%
Insurance and Financial	96,135	63,713	72.90%	96,581	64,660	66.95%
Internal Charges	0	0	0.00%	0	0	0.00%
Transfer to Reserves	17,000	12,750	106.25%	40,000	30,000	75.00%
Total Expenditures	1,277,677	952,557	81.94%	1,327,437	964,083	72.63%
NET OPERATING COST / (REVENUE)	783,867	607,988	76.77%	854,306	607,049	71.06%
Revenue - Capital Funding						
Grants and Subsidies	0	0	0.00%	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0.00%	0	0	0.00%
Municipal Recoveries	0	0	0.00%	0	0	0.00%
Licences, Permits and Rents	0	0	0.00%	0	0	0.00%
Fines and Penalties	0	0	0.00%	0	0	0.00%
User Fees and Charges	0	0	0.00%	0	0	0.00%
Sales revenue	0	0	0.00%	0	0	0.00%
Other revenue	0	0	0.00%	0	0	0.00%
Internal Recoveries	0	0	0.00%	0	0	0.00%
Capital Project Recovery	0	0	0.00%	0	0	0.00%
PILS and Supplementary Taxes	0	0	0.00%	0	0	0.00%
Debt Proceeds	0	0	0.00%	0	0	0.00%
Transfer from Reserves	42,810	28,808	152.01%	46,810	48,145	102.85%
Total Capital Funding	42,810	28,808	96.03%	46,810	48,145	102.85%
Capital						
Expenditures	111,700	30,900	60.53%	140,950	66,761	47.37%
NET CAPITAL COSTS	68,890	2,092	9.94%	94,140	18,616	19.77%
NET FUNDING NEEDED (GENERATED)	852,757	610,080	71.54%	948,446	625,665	65.97%

TOWN OF ERIN

DEPARTMENT - PROTECTION

SUMMARY

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	6,000	1,263	73,500	27,176	36.97%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	35,000	15,400	30,000	17,775	59.25%
Licences, Permits and Rents	308,690	216,441	325,920	282,866	86.79%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	29,000	9,762	20,000	21,364	106.82%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	7,428	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	41,000	0	0.00%
Total Revenue	378,690	231,666	490,420	349,181	71.20%
Expenditures					
Salaries, Wages and Benefits	665,610	489,775	675,505	470,247	69.61%
Supplies, Materials and Equipment	390,972	300,980	461,680	246,316	53.35%
Purchased Services	41,791	27,640	71,350	30,006	42.05%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	166,779	166,042	167,135	167,135	100.00%
Insurance and Financial	22,308	18,532	25,097	23,564	93.89%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	24,996	3,558	16,877	16,877	100.00%
Total Expenditures	1,312,456	1,006,527	1,417,644	954,145	67.30%
NET OPERATING COST / (REVENUE)	933,766	756,233	927,224	604,964	65.24%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	4,000	0	0.00%
Other revenue	0	0	4,700	4,750	101.06%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	18,960	5,960	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	636,172	0	500,000	0	0.00%
Transfer from Reserves	137,391	23,682	95,300	30,148	31.63%
Total Capital Funding	792,523	29,642	604,000	34,898	5.78%
Capital					
Expenditures	803,701	41,044	624,400	52,535	8.41%
NET CAPITAL COSTS	11,178	11,402	20,400	17,637	86.46%
NET FUNDING NEEDED (GENERATED)	944,944	767,635	947,624	622,601	65.70%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PROTECTION
SUBDEPARTMENT - BUILDING
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	259,500	173,668	268,500	244,370	91.01%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	259,500	173,668	268,500	244,370	91.01%
Expenditures					
Salaries, Wages and Benefits	188,504	150,915	203,477	148,978	73.22%
Supplies, Materials and Equipment	33,000	18,584	37,450	15,315	40.89%
Purchased Services	9,000	2,031	6,000	2,602	43.37%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	4,000	0	4,000	5,192	129.80%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	24,996	3,558	16,877	16,877	100.00%
Total Expenditures	259,500	175,088	267,804	188,964	70.56%
NET OPERATING COST / (REVENUE)	0	1,420	-696	-55,406	7960.63%
Revenue - Capital Funding					
Grants and Subsidies					0.00%
Unconditional Grants (ie. OMPF)					0.00%
Municipal Recoveries					0.00%
Licences, Permits and Rents					0.00%
Fines and Penalties					0.00%
User Fees and Charges					0.00%
Sales revenue					0.00%
Other revenue					0.00%
Internal Recoveries					0.00%
Capital Project Recovery	5,960	5,960	0	0	0.00%
PILS and Supplementary Taxes					0.00%
Debt Proceeds					0.00%
Transfer from Reserves	30,850	21,052	0	0	0.00%
Total Capital Funding	36,810	27,012	0	0	0.00%
Capital					
Expenditures	36,810	27,012	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	
NET FUNDING NEEDED (GENERATED)	0	1,420	-696	-55,406	

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PROTECTION
SUBDEPARTMENT - BYLAW/CROSSING GUARDS
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	1,500	720	1,500	1,925	128.33%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	1,500	720	1,500	1,925	128.33%
Expenditures					
Salaries, Wages and Benefits	61,750	45,412	63,688	44,563	69.97%
Supplies, Materials and Equipment	7,700	4,348	7,700	4,064	52.78%
Purchased Services	650	0	650	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	2,000	2,750	5,000	1,755	35.10%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	72,100	52,510	77,038	50,382	65.40%
NET OPERATING COST / (REVENUE)	70,600	51,790	75,538	48,457	64.15%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	70,600	51,790	75,538	48,457	64.15%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PROTECTION
SUBDEPARTMENT - CONSERVATION

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	67,500	15,000	22.22%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	0	0	67,500	15,000	22.22%
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	141,454	125,291	213,020	130,699	61.36%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	141,454	125,291	213,020	130,699	61.36%
NET OPERATING COST / (REVENUE)	141,454	125,291	145,520	115,699	85.20%
Revenue - Capital Funding					
Grants and Subsidies				0	0.00%
Unconditional Grants (ie. OMPF)				0	0.00%
Municipal Recoveries				0	0.00%
Licences, Permits and Rents				0	0.00%
Fines and Penalties				0	0.00%
User Fees and Charges				0	0.00%
Sales revenue				0	0.00%
Other revenue				0	0.00%
Internal Recoveries				0	0.00%
Capital Project Recovery				0	0.00%
PILS and Supplementary Taxes				0	0.00%
Debt Proceeds				0	0.00%
Transfer from Reserves				0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	141,454	125,291	145,520	115,699	79.51%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

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

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	35,000	15,400	30,000	17,775	59.25%
Licences, Permits and Rents	24,000	24,688	25,000	24,096	96.38%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	29,000	9,762	20,000	21,364	106.82%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	7,428	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	41,000	0	0.00%
Total Revenue	88,000	57,278	116,000	63,235	54.51%
Expenditures					
Salaries, Wages and Benefits	412,356	293,208	405,340	276,466	68.21%
Supplies, Materials and Equipment	199,098	148,859	193,810	81,712	42.16%
Purchased Services	12,500	11,229	20,700	13,303	64.27%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	166,779	166,042	167,135	167,135	100.00%
Insurance and Financial	16,308	15,782	16,097	16,617	103.23%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	807,041	635,120	803,082	555,233	69.14%
NET OPERATING COST / (REVENUE)	719,041	577,842	687,082	491,998	71.61%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	4,000	0	0.00%
Other revenue	0	0	4,700	4,750	101.06%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	13,000	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	636,172	0	500,000	0	0.00%
Transfer from Reserves	106,541	2,630	95,300	30,148	31.63%
Total Capital Funding	755,713	2,630	604,000	34,898	5.78%
Capital					
Expenditures	766,891	14,032	624,400	52,535	8.41%
NET CAPITAL COSTS	11,178	11,402	20,400	17,637	86.46%
NET FUNDING NEEDED (GENERATED)	730,219	589,244	707,482	509,635	72.04%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PROTECTION
SUBDEPARTMENT - EMERGENCY PLAN

2015 Budget to Actuals

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

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PROTECTION
SUBDEPARTMENT - ANIMAL CONTROL

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	6,000	1,263	6,000	12,176	202.93%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	23,690	17,365	30,920	12,475	40.35%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	29,690	18,628	36,920	24,651	66.77%
Expenditures					
Salaries, Wages and Benefits	3,000	240	3,000	240	8.00%
Supplies, Materials and Equipment	8,220	3,308	8,200	14,526	177.15%
Purchased Services	19,641	14,380	44,000	14,101	32.05%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	30,861	17,928	55,200	28,867	52.30%
NET OPERATING COST / (REVENUE)	1,171	-700	18,280	4,216	23.06%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	1,171	-700	18,280	4,216	23.06%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS

SUMMARY

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to June 30 2014	2015 BUDGET	ACTUALS to June 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	53,043	97,714	60,000	63,505	105.84%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	15,000	18,494	15,000	4,322	28.81%
Licences, Permits and Rents	0	0	0	5,400	0.00%
Fines and Penalties	3,000	3,263	3,000	2,961	98.70%
User Fees and Charges	1,559,557	1,188,467	1,592,070	1,311,203	82.36%
Sales revenue	0	0	0	0	0.00%
Other revenue	12,000	8,025	8,000	8,150	101.88%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	24,405	0	77,855	0	0.00%
Total Revenue	1,667,005	1,315,963	1,755,925	1,395,541	79.48%
Expenditures					
Salaries, Wages and Benefits	1,353,500	1,092,303	1,353,879	1,012,100	74.76%
Supplies, Materials and Equipment	1,628,221	1,485,662	1,655,027	1,216,018	73.47%
Purchased Services	264,550	150,459	263,965	133,354	50.52%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	82,518	56,886	82,706	56,941	68.85%
Insurance and Financial	72,862	74,682	73,500	68,910	93.76%
Internal Charges	14,168	13,108	13,435	8,485	63.16%
Transfer to Reserves	627,333	457,825	699,880	533,296	76.20%
Total Expenditures	4,043,152	3,330,925	4,142,392	3,029,104	73.12%
NET OPERATING COST / (REVENUE)	2,376,147	2,014,962	2,386,467	1,633,563	68.45%
Revenue - Capital Funding					
Grants and Subsidies	995,650	659,044	371,579	195,729	52.67%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	40,800	0	5,000	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	522,130	140,478	26.90%
Transfer from Reserves	1,649,187	536,199	1,349,367	634,198	47.00%
Total Capital Funding	2,685,637	1,195,243	2,248,076	970,405	43.17%
Capital					
Expenditures	3,303,590	1,306,593	2,838,777	1,087,354	38.30%
NET CAPITAL COSTS	617,953	111,350	590,701	116,949	19.80%
NET FUNDING NEEDED (GENERATED)	2,994,100	2,126,312	2,977,168	1,750,512	58.80%

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS
SUBDEPARTMENT - ROADS
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	53,043	65,351	60,000	63,505	105.84%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	15,000	18,494	15,000	4,322	28.81%
Licences, Permits and Rents	0	0	0	5,400	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	4,437	1,257	2,500	2,217	88.68%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	56,825	0	0.00%
Total Revenue	72,480	85,102	134,325	75,444	56.17%
Expenditures					
Salaries, Wages and Benefits	874,000	779,375	882,235	671,187	76.08%
Supplies, Materials and Equipment	1,212,800	1,235,311	1,232,625	899,068	72.94%
Purchased Services	239,500	138,483	244,000	115,433	47.31%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	25,752	0	25,765	0	0.00%
Insurance and Financial	56,725	60,028	57,500	52,395	91.12%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	32,000	9,136	70,000	52,500	75.00%
Total Expenditures	2,440,777	2,222,333	2,512,125	1,790,583	71.28%
NET OPERATING COST / (REVENUE)	2,368,297	2,137,231	2,377,800	1,715,139	72.13%
Revenue - Capital Funding					
Grants and Subsidies	311,850	165,061	371,579	195,729	52.67%
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue	32,000	0	5,000	0	0.00%
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds			522,130	140,478	26.90%
Transfer from Reserves	838,309	223,173	1,034,207	434,697	42.03%
Total Capital Funding	1,182,159	388,234	1,932,916	770,904	39.88%
Capital					
Expenditures	1,800,112	498,566	2,206,187	830,789	37.66%
NET CAPITAL COSTS	617,953	110,332	273,271	59,885	21.91%
NET FUNDING NEEDED (GENERATED)	2,986,250	2,247,563	2,651,071	1,775,024	66.95%

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS
SUBDEPARTMENT - STREETLIGHTS
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	118,241	118,434	123,000	122,940	99.95%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	118,241	118,434	123,000	122,940	99.95%
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	109,486	77,451	113,982	83,399	73.17%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	8,755	8,755	9,018	6,764	75.00%
Total Expenditures	118,241	86,206	123,000	90,163	73.30%
NET OPERATING COST / (REVENUE)	0	-32,228	0	-32,778	
Revenue - Capital Funding					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	50,000	0	0	0	0.00%
Total Capital Funding	50,000	-	-	-	0.00%
Capital					
Expenditures	50,000	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	0	-32,228	0	-32,778	

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS
SUBDEPARTMENT - WATER
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	32,363	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	3,000	3,263	3,000	2,961	98.70%
User Fees and Charges	1,436,879	1,068,776	1,466,570	1,186,046	80.87%
Sales revenue	0	0	0	0	0.00%
Other revenue	12,000	8,025	8,000	8,150	101.88%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	24,405	0	21,030	0	0.00%
Total Revenue	1,476,284	1,112,427	1,498,600	1,197,157	79.89%
Expenditures					
Salaries, Wages and Benefits	479,500	312,928	471,644	340,913	72.28%
Supplies, Materials and Equipment	299,335	172,900	301,400	233,551	77.49%
Purchased Services	23,800	9,274	16,600	13,801	83.14%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	56,766	56,886	56,941	56,941	100.00%
Insurance and Financial	16,137	14,654	16,000	16,515	103.22%
Internal Charges	14,168	13,108	13,435	8,485	63.16%
Transfer to Reserves	586,578	439,934	620,862	474,032	76.35%
Total Expenditures	1,476,284	1,019,684	1,496,882	1,144,238	76.44%
NET OPERATING COST / (REVENUE)	0	-92,744	-1,718	-52,919	3080.26%
Revenue - Capital Funding					
Grants and Subsidies	683,800	493,983	0	0	0.00%
Unconditional Grants (ie. OMPF)					0.00%
Municipal Recoveries					0.00%
Licences, Permits and Rents					0.00%
Fines and Penalties					0.00%
User Fees and Charges					0.00%
Sales revenue	8,800		0		0.00%
Other revenue					0.00%
Internal Recoveries					0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes					0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	640,878	197,058	142,000	125,716	88.53%
Total Capital Funding	1,333,478	691,041	142,000	125,716	88.53%
Capital					
Expenditures	1,333,478	692,059	142,000	173,962	122.51%
NET CAPITAL COSTS	0	1,018	0	48,246	0.00%
NET FUNDING NEEDED (GENERATED)	0	-91,726	-1,718	-4,673	

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PUBLIC WORKS
SUBDEPARTMENT - ENVIRONMENTAL SERVICES

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	0	0	0	0	0.00%
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	6,600	0	7,020	0	0.00%
Purchased Services	1,250	2,702	3,365	4,120	122.44%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	7,850	2,702	10,385	4,120	39.67%
NET OPERATING COST / (REVENUE)	7,850	2,702	10,385	4,120	39.67%
Revenue - Capital Funding					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	120,000	115,968	173,160	73,785	42.61%
Total Capital Funding	120,000	115,968	173,160	73,785	42.61%
Capital					
Expenditures	120,000	115,968	490,590	82,603	16.84%
NET CAPITAL COSTS	0	0	317,430	8,818	2.78%
NET FUNDING NEEDED (GENERATED)	7,850	2,702	327,815	12,938	3.95%

**TOWN OF ERIN
2015**

TOWN OF ERIN

DEPARTMENT - RECREATION

SUMMARY

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	11,520	2,200	11,650	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	679,783	288,665	666,796	264,067	39.60%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	79,500	30,659	32,950	18,092	54.91%
Sales revenue	0	0	0	0	0.00%
Other revenue	42,000	51	0	0	0.00%
Internal Recoveries	10,460	0	0	0	0.00%
Capital Project Recovery	1,000	0	0	15	#DIV/0!
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	29,636	0	124,697	87,036	69.80%
Total Revenue	853,899	321,575	836,093	369,210	44.16%
Expenditures					
Salaries, Wages and Benefits	709,176	516,897	684,952	424,145	61.92%
Supplies, Materials and Equipment	543,403	309,549	534,575	320,269	59.91%
Purchased Services	21,800	14,166	32,525	5,990	18.42%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	177,266	127,670	163,636	115,693	70.70%
Insurance and Financial	52,974	55,213	62,690	53,447	85.26%
Internal Charges	13,820	8,820	10,150	10,150	100.00%
Transfer to Reserves	45,880	0	31,397	5,992	19.08%
Total Expenditures	1,564,319	1,032,315	1,519,925	935,686	61.56%
NET OPERATING COST / (REVENUE)	710,420	710,740	683,832	566,476	82.84%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	10,000	
Unconditional Grants (ie. OMPF)	0	0	0	0	
Municipal Recoveries	0	0	0	0	
Licences, Permits and Rents	0	0	0	0	
Fines and Penalties	0	0	0	0	
User Fees and Charges	0	0	0	0	
Sales revenue	0	0	0	0	
Other revenue	0	0	0	4,750	
Internal Recoveries	0	0	0	0	
Capital Project Recovery	0	0	10,000	0	
PILS and Supplementary Taxes	0	0	0	0	
Debt Proceeds	0	0	0	0	
Transfer from Reserves	99,132	67,087	157,210	83,392	53.04%
Total Capital Funding	99,132	67,087	167,210	98,142	58.69%
Capital					
Expenditures	149,000	98,374	295,510	209,508	70.90%
NET CAPITAL COSTS	49,868	31,287	128,300	111,366	86.80%
NET FUNDING NEEDED (GENERATED)	760,288	742,027	812,132	677,842	83.46%

TOWN OF ERIN

DEPARTMENT - RECREATION
SUBDEPARTMENT - HILLSBURGH COMMUNITY CENTRE

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	217,501	103,173	205,325	85,344	41.57%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	5,000	4,743	1,200	284	23.67%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	1,000	0	0	15	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	223,501	107,916	206,525	85,643	41.47%
Expenditures					
Salaries, Wages and Benefits	191,485	136,696	172,912	101,510	58.71%
Supplies, Materials and Equipment	103,727	52,956	110,305	66,837	60.59%
Purchased Services	1,350	0	1,350	579	42.89%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	18,892	14,169	18,877	14,169	75.06%
Insurance and Financial	18,454	18,048	18,410	18,570	100.87%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	31,050	0	6,173	0	0.00%
Total Expenditures	364,958	221,869	328,027	201,665	61.48%
NET OPERATING COST / (REVENUE)	141,457	113,953	121,502	116,022	95.49%
Revenue - Capital Funding					
Grants and Subsidies				10,000	
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	4,332	0	74,000	63,458	85.75%
Total Capital Funding	4332	0	\$ 74,000	\$ 73,458	99.27%
Capital					
Expenditures	8,700	0	113,510	131,656	115.99%
NET CAPITAL COSTS	4,368	0	39,510	58,198	147.30%
NET FUNDING NEEDED (GENERATED)	145,825	113,953	161,012	174,220	108.20%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - RECREATION
SUBDEPARTMENT - ERIN COMMUNITY CENTRE

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	379,681	158,508	372,300	160,010	42.98%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	56,750	25,916	31,750	17,808	56.09%
Sales revenue	0	0	0	0	0.00%
Other revenue	42,000	51	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	3,000	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	25,000	0	106,519	79,952	75.06%
Total Revenue	503,431	184,475	513,569	257,770	50.19%
Expenditures					
Salaries, Wages and Benefits	437,506	326,290	442,004	284,936	64.46%
Supplies, Materials and Equipment	330,451	225,271	318,335	224,804	70.62%
Purchased Services	16,500	5,812	19,775	5,411	27.36%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	106,603	79,952	106,519	79,952	75.06%
Insurance and Financial	25,020	25,276	25,785	25,999	100.83%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	9,830	0	12,648	0	0.00%
Total Expenditures	925,910	662,601	925,066	621,102	67.14%
NET OPERATING COST / (REVENUE)	422,479	478,126	411,497	363,332	88.30%
Revenue - Capital Funding					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue				4,750	
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	52,800	48,360	10,000	0	0.00%
Total Capital Funding	52,800	48,360	10,000	4,750	47.50%
Capital					
Expenditures	92,300	79,647	51,000	12,253	24.03%
NET CAPITAL COSTS	39,500	31,287	41,000	7,503	18.30%
NET FUNDING NEEDED (GENERATED)	461,979	509,413	452,497	370,835	81.95%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - RECREATION
SUBDEPARTMENT - ERIN TENNIS CLUB

2015 Budget

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	20	0	13,896	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	17,750	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	17,770	0	13,896	0	0.00%
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	12,770	0	9,670	0	0.00%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	5,000	0	4,226	0	0.00%
Total Expenditures	17,770	0	13,896	0	0.00%
NET OPERATING COST / (REVENUE)	0	0	0	0	0.00%
Revenue - Capital Funding					
Grants and Subsidies					
Unconditional Grants (ie. OMPF)					
Municipal Recoveries					
Licences, Permits and Rents					
Fines and Penalties					
User Fees and Charges					
Sales revenue					
Other revenue					
Internal Recoveries					
Capital Project Recovery					
PILS and Supplementary Taxes					
Debt Proceeds					
Transfer from Reserves	12,000	0	39,210	19,934	50.84%
Total Capital Funding	12000	0	39210	19934	50.84%
Capital					
Expenditures	12,000	0	75,000	55,724	74.30%
NET CAPITAL COSTS	0	0	35,790	35,790	100.00%
NET FUNDING NEEDED (GENERATED)	0	0	35,790	35,790	100.00%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT	
SUBDEPARTMENT - CEMETERIES	
2015 Budget to Actuals	

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	0	0	0	0	
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	31,580	27,439	36,570	25,205	68.92%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	31,580	27,439	36,570	25,205	68.92%
NET OPERATING COST / (REVENUE)	31,580	27,439	36,570	25,205	68.92%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	31,580	27,439	36,570	25,205	68.92%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT
SUBDEPARTMENT - RENTAL FACILITIES

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	5,500	4,500	20,150	13,762	68.30%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	4,553	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	10,053	4,500	20,150	13,762	68.30%
Expenditures					
Salaries, Wages and Benefits	2,920	2,434	2,920	2,190	75.00%
Supplies, Materials and Equipment	8,750	11,447	4,000	438	10.95%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	10,000	0	0.00%
Total Expenditures	11,670	13,881	16,920	2,628	15.53%
NET OPERATING COST / (REVENUE)	1,617	9,381	-3,230	-11,134	344.71%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	1,617	9,381	-3,230	-11,134	344.71%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PLANNING & DEVELOPMENT

SUMMARY

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	25,000	0	30,000	1,936	6.45%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	39,300	29,212	33,300	14,115	42.39%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	10,000	0	11,000	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	49,467	320	59,039	34,474	58.39%
Total Revenue	123,767	29,532	133,339	50,525	37.89%
Expenditures					
Salaries, Wages and Benefits	92,255	69,152	87,105	86,562	99.38%
Supplies, Materials and Equipment	201,252	104,429	300,632	157,315	52.33%
Purchased Services	37,500	25,519	21,000	747	3.56%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	13,000	13,000	17,000	17,000	100.00%
Transfer to Reserves	14,245	4,756	0	0	0.00%
Total Expenditures	358,252	216,856	425,737	261,624	61.45%
NET OPERATING COST / (REVENUE)	234,485	187,324	292,398	211,099	72.20%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	234,485	187,324	292,398	211,099	72.20%

TOWN OF ERIN

DEPARTMENT - PLANNING & DEVELOPMENT
SUBDEPARTMENT - PLANNING

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	24,000	14,581	17,800	10,275	57.72%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	10,000	0	11,000	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	23,850	0	0	0	0.00%
Total Revenue	57,850	14,581	28,800	10,275	35.68%
Expenditures					
Salaries, Wages and Benefits	92,255	69,152	87,105	86,562	99.38%
Supplies, Materials and Equipment	26,500	13,466	35,400	8,167	23.07%
Purchased Services	37,500	25,519	21,000	747	3.56%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	156,255	108,137	143,505	95,476	66.53%
NET OPERATING COST / (REVENUE)	98,405	93,556	114,705	85,201	74.28%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	98,405	93,556	114,705	85,201	74.28%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT - PLANNING & DEVELOPMENT
SUBDEPARTMENT - ECONOMIC DEVELOPMENT

2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	25,000	0	30,000	1,936	6.45%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	15,300	14,631	15,500	3,840	24.77%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	25,617	320	59,039	34,474	58.39%
Total Revenue	65,917	14,951	104,539	40,250	38.50%
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	174,752	90,963	265,232	149,148	56.23%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	13,000	13,000	17,000	17,000	100.00%
Transfer to Reserves	14,245	4,756	0	0	0.00%
Total Expenditures	201,997	108,719	282,232	166,148	58.87%
NET OPERATING COST / (REVENUE)	136,080	93,768	177,693	125,898	70.85%
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	136,080	93,768	177,693	125,898	70.85%

**TOWN OF ERIN
2015 BUDGET**

TOWN OF ERIN

DEPARTMENT
SUBDEPARTMENT - BIA
2015 Budget to Actuals

	2014 BUDGET	ACTUALS to Sept 30 2014	2015 BUDGET	ACTUALS to SEPT 30 2015	% BUDGET USED
Revenue					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	17,200	17,200	18,845	17,200	91.27%
Sales revenue	0	0	0	0	0.00%
Other revenue	10,650	4,889	15,960	11,167	69.97%
Internal Recoveries	7,634	7,634	6,176	6,176	100.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Revenue	35,484	29,723	40,981	34,543	84.29%
Expenditures					
Salaries, Wages and Benefits	0	0	0	0	0.00%
Supplies, Materials and Equipment	35,484	31,119	40,981	32,249	78.69%
Purchased Services	0	0	0	0	0.00%
Minor Capital Expenses	0	0	0	0	0.00%
Debt Charges	0	0	0	0	0.00%
Insurance and Financial	0	0	0	0	0.00%
Internal Charges	0	0	0	0	0.00%
Transfer to Reserves	0	0	0	0	0.00%
Total Expenditures	35,484	31,119	40,981	32,249	78.69%
NET OPERATING COST / (REVENUE)	0	1,396	0	-2,294	
Revenue - Capital Funding					
Grants and Subsidies	0	0	0	0	0.00%
Unconditional Grants (ie. OMPF)	0	0	0	0	0.00%
Municipal Recoveries	0	0	0	0	0.00%
Licences, Permits and Rents	0	0	0	0	0.00%
Fines and Penalties	0	0	0	0	0.00%
User Fees and Charges	0	0	0	0	0.00%
Sales revenue	0	0	0	0	0.00%
Other revenue	0	0	0	0	0.00%
Internal Recoveries	0	0	0	0	0.00%
Capital Project Recovery	0	0	0	0	0.00%
PILS and Supplementary Taxes	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
Transfer from Reserves	0	0	0	0	0.00%
Total Capital Funding	0	0	0	0	0.00%
Capital					
Expenditures	0	0	0	0	0.00%
NET CAPITAL COSTS	0	0	0	0	0.00%
NET FUNDING NEEDED (GENERATED)	0	1,396	0	-2,294	



Staff Report

Report #: 2015- 12

Date: October-20-15

Submitted By: Larry Wheeler / Financial Analyst

Subject: FIT 4 Solar – Centre 2000, Risk Review

Recommendations:

Be It Resolved, that Council of the Town of Erin hereby:

- 1) Receives Report 2015- 12 'FIT 4 Solar – Centre 2000, Risk Review' as information.

Background:

At its meeting of October 6th, Council directed staff to prepare a report on the implications of the leasing option for the October 20, 2015 meeting.

Financial Impact:

With regard to the IESO FIT 4 rooftop solar potential opportunities, Council has considered several alternative arrangements, studying their various financial implications. A final decision has been narrowed down to whether or not to proceed with a 20 year straight lease arrangement, with construction estimated to begin in 2017. If a contract is signed by all parties, and IESO accepts our tender / submission, the annual rental amount the Town of Erin would be paid as landlord would be \$10,000 plus HST.

Consultation:

Staff continue to work alongside Guelph Solar in preparation of the application, and more importantly to gain a better understanding of the proposed lease arrangement. With regard to the known risk factors of the project, far and away the most relevant issues to consider are the legal terms and clauses contained within the formal lease agreement. Our Town of Erin solicitor (Stephen Garrod) has reviewed the rooftop Lease Agreement and his comments are attached as Appendix 2.

Communications Plan:

No doubt Council will be considering and weighing the advice it receives here tonight. Any decision made by Council will be communicated to Guelph Solar first thing in the morning of October 21st. There is a possibility that the Lease Agreement could be signed tonight, with an original copy delivered to Guelph Solar in the morning.

The proposed rooftop Lease Agreement and Solicitor advice will be provided to Council members under separate cover.

Conclusion:

It's important to realize that any outline of potential risks can only include 'known risks'. It is obviously not possible to include unforeseen risks. An example of an unforeseen risk with a Government sponsored program would be the health risk associated with urea formaldehyde, as per the Canadian Home Insulation Program (CHIP).

With regard to IESO, our tender submitted in association with Guelph Solar may be rejected on a technicality, or declined because set allotment was oversubscribed.

With regard to roof structural issues, regardless of any advice taken: the arena roof may not absorb the equipment weight or maintenance wear, the roof may be damaged by the solar equipment, the arena roof may require maintenance or replacement within the next 22 years.

With regard to SunShare4 LP (the tenant) and Guelph Solar (the builder with a maintenance contract), either of these commercial entities may cease trading, enter into liquidation (forced or voluntary), be sold, merged, acquired, bankrupt, or simply go 'out of business'.

With regard to environmental risks, the equipment may one day be classified as hazardous waste (representing a liability to the owner or landlord), or the equipment may one day be found to be detrimental to the health of the arena users, Nursery School children, or to the students of the Upper Grand District School Board.

Any analysis of the risks of a given action or enterprise can never be exhaustive, but the above risks have been alluded to in previous council meetings and earlier discussions.

Appendices:

None



Staff Report

Report #: 2015-04C

Date: October-20-15

Submitted By: **Trish Crawford/Dina Lundy**

Subject: Flag Policy Review and Research

Recommendations:

Be it resolved that Council receives the report on flag policy review and research for information.

Background:

Under Section 7: New Business Arising from the Minutes on the Agenda dated October 6, 2015, 7.3 Councillor Duncan - Motion regarding flying sports flags:

Be it resolved that under the discretion of the Mayor may from time to time fly a sports flag and/or community sports recreation symbol under the Town of Erin flag at the Town municipal building. This is to promote sport participation, build community esprit de corps and reward local/international sport accomplishments. Specifically is for sports and does not allow for political, religious and other social 'causes' to be flown.

During the meeting Council directed staff to submit a report

7.3 Councillor Duncan - Motion regarding flying sports flags
Council deferred this item for a staff report.

Administrative staff has compiled research for review by Council and Staff as follows:

The Town of Erin's Flag Policy is ultimately governed by the Canadian Heritage rulings as outlined at <http://www.pch.gc.ca/eng/1359048153800>, and attached as an appendix to this report.

There appears be no legal rules to exclude flying sport banners/flags, other than that they **must not** be flown on the same pole as the Canadian Flag. Further, it is poor etiquette to have more than one flag on the same pole. (that is, sharing the municipal flag pole with another flag). Therefore, it would be prudent to purchase a 'community courtesy flag pole'.

Some municipal offices have a 'community courtesy flag pole' which is dedicated to local non-profit organizations (Lions International, Optimists Club, Rotary Clubs etc.) or special events flags (Pan-Am Games, PRIDE, Olympics etc.) When there is no community flag, a second Municipal flag may be there instead, rather than leaving an empty pole. Some municipal websites offer a fill-in application for the groups to initiate a request to have the flags flown, and durations are dependent on the opportunity in question.

Typically, the community pole is utilized on a special request basis from a group or individual with respect to that group. An enormous amount of controversy has been generated from both pro and con sides with respect to the Pride flag, as an example. The controversy is created when one particular group gets the attention over another, whether by oversight or timing. Accommodating every group at their whim could be an enormous venture.

In an effort perhaps to avoid this controversy, some municipalities have chosen to state in their policy that only the Canadian, Provincial and Municipal flags are to be flown. Some opt to fly only the Canadian and Municipal flags.

Although the suggestion is to fly sports flags only, and not for social groups or organizations, this could cause its own set of challenges, including:

- What sports are included/excluded and do local sporting groups have precedence over the National leagues when their schedules overlap.
- Often sports seasons collide with each other, how will the decision be made as to which sport is highlighted?
- How to decide which team flag is flown, and which is not?
- How long are the flags flown?
- Who would be responsible for putting them up, and taking them down as appropriate, and arranging for drop off and pick up of flags?
- If the proposed pole is to promote sport participation, build community spirit and reward local/international sports accomplishments, there has to be a way to obtain input from our community.
- There are many groups that contribute to the community which are not sports related and may want to have a flag flown in recognition of their spirit/events.

Financial Impact:

Retailers show that poles range from \$300 to \$550 and sport flags average around \$40 depending if you get them from the individual sports sites or Amazon or another flag source.

Aside from that initial costing would include installation as well as the time and effort put forward from staff for monitoring and implementing requests and settling conflicts if the Mayor delegated any of the duties associated with flying sports flags.

Consultation:

Clerk, CAO, and other municipalities, as well as Canadian Heritage Flag rules.

Communications Plan:

Staff report to Council for information.

Conclusion:

That Council receive this report for information in order to consider the proposed motion regarding flying sports flags at the municipal office.

Appendices:

Town of Erin – Flag Flying Policy
Canadian Heritage – Rules for Flying the Flag

CORPORATION OF THE TOWN OF ERIN

POLICY:

FLAG FLYING POLICY

DATE ADOPTED BY COUNCIL:

The purpose of this Policy is to control the flying of flags and pennants at Town buildings and facilities including the lowering of flags to half-mast on the death of an individual(s).

The Provincial, Canadian and Municipal flags shall only be flown at municipal facilities that have a flagpole(s). The flags shall be flown according to the Government of Canada's General Rules for Flying and Displaying the Canadian Flag.

RULES FOR FLYING FLAGS

Flags must be treated with dignity and respect at all times, in accordance with the following:

- Flags should be regularly inspected for signs of wear and damage and shall be replaced when worn, noticeably faded or otherwise unfit for service.
- When being raised or lowered, a flag should be prevented from touching or falling to the ground.
- Flags must be handled and flown according to the attached "Canadian Heritage Rules for Displaying Flags".

LOWERING AND RAISING OF FLAGS

Flags are flown at half-mast in recognition of the death of prominent public figures and other individuals. All flags at the Town of Erin facilities shall be flown at half-mast upon the direction of the Town Manager.

All flags shall be flown at half-mast, from receipt of the notification of death until sunset on the day of the funeral, in the event of the death of:

- a) The Queen and members of her immediate family;
- b) The Prime Minister of former Prime Minister of Canada;
- c) The Governor General or former Governor General of Canada;
- d) The Lieutenant Governor of Ontario or former Lieutenant Governor of Ontario;
- e) An MP or MPP from Wellington or former MP or MPP from Wellington;
- f) A member of Council or former member of Council
- g) A firefighter or other person killed in the line of duty in the Town of Erin
- h) A current Town of Erin Employee.

At the discretion of the Town Manager, the above practices may be extended to include others whose death should be accorded notice.

METHOD FOR PLACING FLAG AT HALF-MAST

The Public Works Department shall be responsible for the raising and lowering of the flags at the municipal office and works yard. All other Town facility buildings with a flag, the department head shall be responsible for ensuring that the flags are lowered and raised according to the policy.

The flag shall be raised to the peak for an instant and then lowered to the half-mast position midway between the top and the bottom of the mast. The flag should be again raised to the peak before it is lowered for the day. The flag must never touch the ground when being raised or lowered. The flag should be raised briskly and lowered slowly and ceremoniously. All lowered flags should be at the same level.

ATTACHMENTS

Canadian Heritage – Rules for Displaying Flags.

Canadian Heritage

Home > Canadian Identity > Anthems and Symbols > National Symbols

> The National Flag of Canada > Flag Etiquette in Canada > Rules for Flying the Flag

Rules for Flying the Flag

Updated April 2003 - changes will be reflected in new edition of Flag Etiquette publication.

- [Dignity of the Flag](#)
- [Displaying the Flag](#)
- [Position of honour](#)
- [Half-masting for Mourning](#)
- [Disposal of Flags](#)

Dignity of the Flag

The National Flag of Canada should be displayed only in a manner befitting this important national symbol; it should not be subjected to indignity or displayed in a position inferior to any other flag or ensign. The National Flag always takes precedence over all other national flags when flown in Canada. The only flags to which precedence is given over the Canadian flag are the personal standards of members of the Royal Family and of Her Majesty's eleven representatives in Canada (i.e. **The Governor General and 10 Lieutenant Governors**).

The National Flag of Canada should always be flown on its own mast - flag protocol dictating that it is improper to fly two or more flags on the same mast (eg. one beneath the other). Further, the following points should be kept in mind:

- The National Flag of Canada should not be used as table/seat cover, as a masking for boxes or as a barrier on a dais or platform.
- While it is not technically incorrect to use the National Flag of Canada to cover a statue, monument or plaque for an unveiling ceremony, it is not common practice to do so and should be discouraged.
- Nothing should be pinned to or sewn on the National Flag of Canada.
- The National Flag of Canada should not be signed or marked in any way (A border could be attached to the outside edge of the Flag on which it would be acceptable to have signatures leaving the Flag itself untouched).

When the National Flag of Canada is raised or lowered, or when it is carried past in a parade or review, all present should face the flag, men should remove their hats, and all should remain silent. Those in uniform should salute.

Displaying the Flag

The National Flag is flown at all federal government buildings, airports, and military bases and establishments within and outside Canada. The flag may be flown by night as well as by day.

The National Flag of Canada may be displayed as follows:

Flat against a surface, horizontally and vertically

If hung horizontally, the upper part of the leaf should be up and the stem down. If hung vertically, the flag should be placed so that the upper part of the leaf points to the left and the stem to the right from the point of view of the observer facing the flag. Flags hung vertically should be hung so that the canton is in the upper left corner (Figure 4).

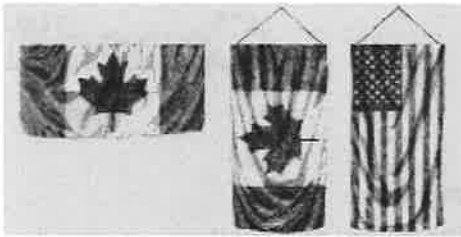


Figure 4

On a flagpole or mast

The top left (first) quarter or canton should be placed in the position nearest the top of the flagpole or mast. When carried, the guidelines listed under "**Dignity of the Flag**" should be respected.

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On a flag rope (halyard)

The canton should be placed uppermost, raised as closely as possible to the top with the flag rope tight.

Suspended vertically in the middle of a street

The upper part of the leaf should face the north in an east-west street (Figure 5), and face east in a north-south street (Figure 6), thus being on the left of the observer facing east or south respectively.

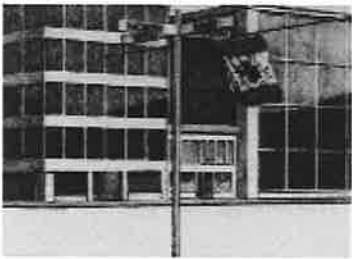


Figure 5



Figure 6

Projected from a building

Displayed horizontally or at an angle from a window or balcony, the canton must point outward.

Affixed on a motor vehicle

The flag must be on a pole firmly fixed to the chassis on the front right.

Sharing the same base - Three flags

When only three flags are displayed, the National Flag should be at the centre. To an observer facing the display, the second-ranking flag (in order of **precedence**) is placed to the left of centre, and the other to the right.

A common combination of flags is that of the National Flag of Canada with a provincial or territorial flag, and a municipal flag or an organization's banner. In such a case, the National Flag should be in the centre with the provincial/territorial flag to the left and the municipal flag/organization's banner to the right (to an observer facing the display).

When used to cover a casket at funerals

The canton should be draped over the upper left corner of the casket (Figure 7). The flag should be removed before the casket is lowered into the grave or, at a crematorium, after the service. The flag size for a standard adult-sized casket should be 4 1/2 X 9 feet/ 1.40 X 2.80m.

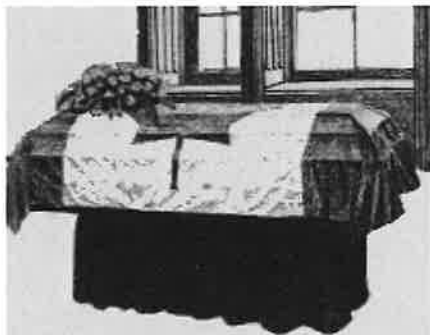


Figure 7

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Position of honour

Due consideration should be given to flag etiquette and precedence whenever the National Flag of Canada or other sovereign national flags or provincial/territorial flags are displayed.

The location of the position of honour depends on the number of flags flown and the chosen configuration. When two flags (or more than three flags) are displayed, the position of honour is furthest to the left (to an observer facing the display). When three flags are flown, the position of honour is in the centre (see "Sharing the same base - Three flags")

Precedence

The order of precedence for flags is:

1. The National Flag of Canada_^[1]
2. The flags of other sovereign nations in alphabetical order (if applicable)_^[2]
3. The flags of the provinces of Canada (in the order in which they joined Confederation)
4. The flags of the territories of Canada (in the order in which they joined Confederation)
5. The flags of municipalities/cities
6. Banners of organizations
7. Historical Flags_^[3]

If one simply wishes to create a decorative effect (e.g. dressing a house for a festive occasion) it is preferable to use pennants or coloured bunting and not flags.

Alone

When the National Flag of Canada is flown alone on top of or in front of a building where there are two flagpoles, it should be flown on the flagpole to the left to an observer facing the flag.

When the National Flag of Canada is flown alone on top of or in front of a building where there are more than two flagpoles, it should be flown as near as possible to the centre (Figure 8).

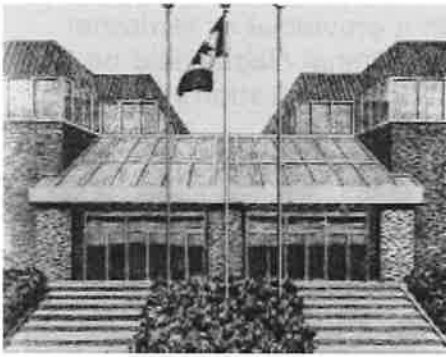


Figure 8

When the National Flag of Canada is displayed in a place of worship or on a speaker's platform, it should be against the wall, or on a flagpole on the left from the point of view of the congregation audience facing the celebrant or speaker (Figure 9).

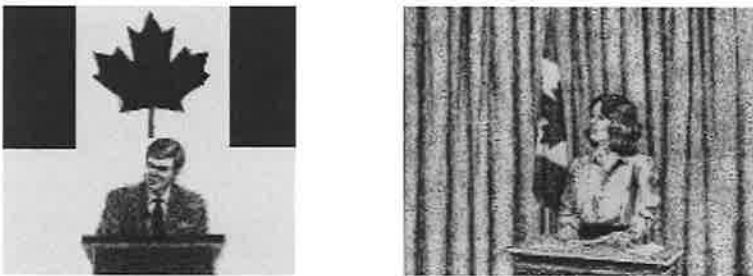


Figure 9

When used in the body of a place of worship or auditorium, the National Flag of Canada should be to the right of the congregation or spectators facing the flag (Figure 10).

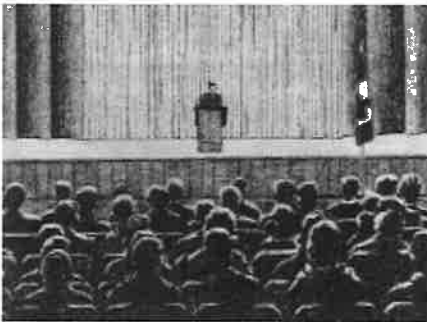


Figure 10

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With flags of other sovereign nations_ [4]

The National Flag of Canada, when flown or paraded, takes precedence over all other national flags. When flown with the flags of other sovereign nations, all flags should be flown on separate flagpoles/masts and at the same height, all being of the same size, with the National Flag of Canada occupying the **position of honour**.

The National Flag should be raised first and lowered last, unless the number of flags permits their being raised and lowered simultaneously.

With the flag of one other nation, the National Flag of Canada should be on the left of the observer facing the flags; both should be at the same height (Figure 11).

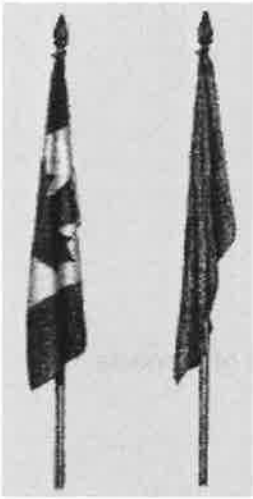


Figure 11

When crossed with a flag of another sovereign nation, the National Flag of Canada should be on the left of the observer facing the flags; the flagpole bearing the National Flag of Canada should be in front of the pole of the other flag (Figure 12).

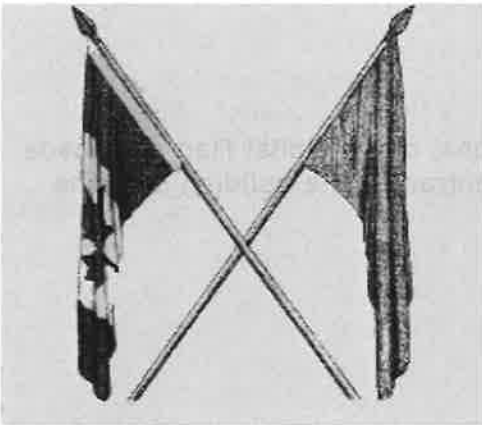


Figure 12

In a line of three flags, the National Flag of Canada should be in the centre. The other two flags should, in alphabetical order, be placed to the left and right of the National Flag respectively, from the point of view of the observer facing the three flagpoles/masts (Figure 13).

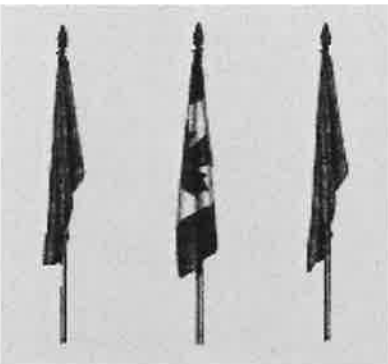


Figure 13

When there are more than three flagpoles/masts, the National Flag of Canada should be flown on the left of the observer facing the flags, followed by the flags representing the other sovereign nations ordered alphabetically. An additional National Flag of Canada may also be flown on the right at the end of the line (Figure 14).

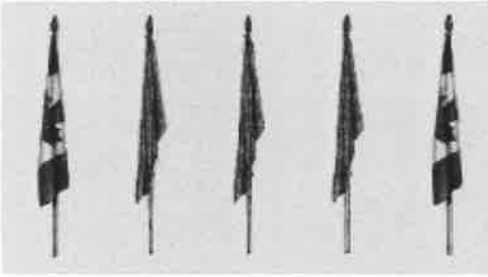


Figure 14

In a semi-circle of flags representing a number of sovereign nations, the National Flag of Canada should be in the centre (Figure 15).

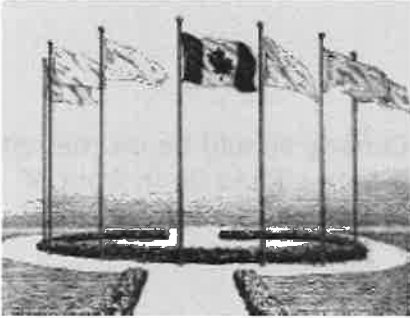


Figure 15

In an enclosed circle of flags representing a number of sovereign nations, the National Flag of Canada should be flown on the flagpole/mast immediately opposite the main entrance to a building or arena (Figure 16).

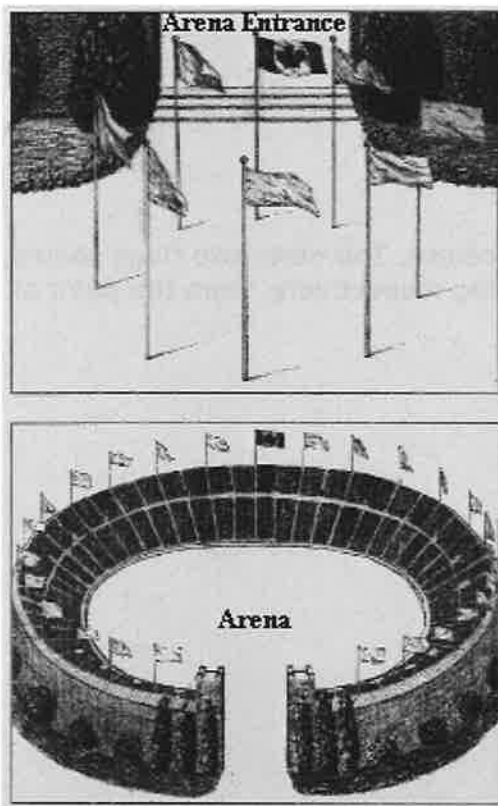


Figure 16

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With a combination of flags of sovereign nations, provinces/territories,

international organizations, cities, companies, etc.

In keeping with previously outlined practice, the National Flag of Canada, when flown with different types of flags, should be flown on the left of an observer facing the flags. The position of the other flags is determined by order of **precedence** (Figure 17).

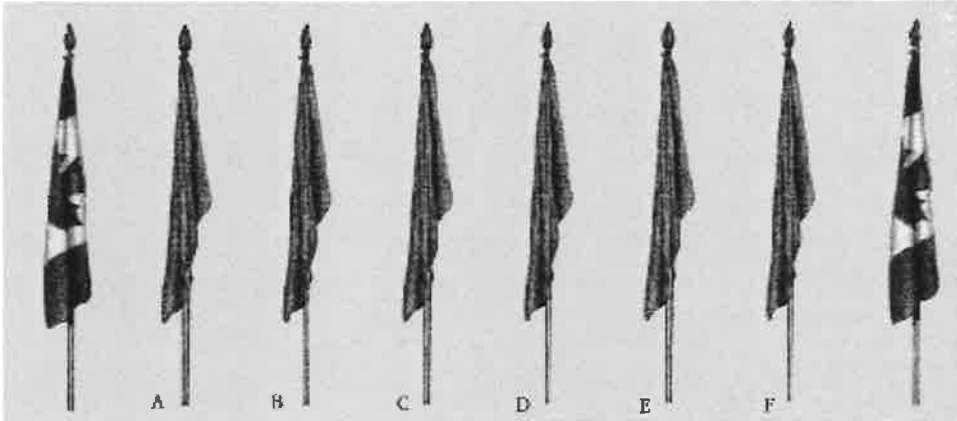


Figure 17

When displayed with a flag of another sovereign nation, a provincial/territorial flag, a company/association flag or club pennants on a flagpole fitted with a yardarm or a gaff, the National Flag of Canada is positioned as follows (Figure 18):

MASTS, YARDARMS AND GAFFS

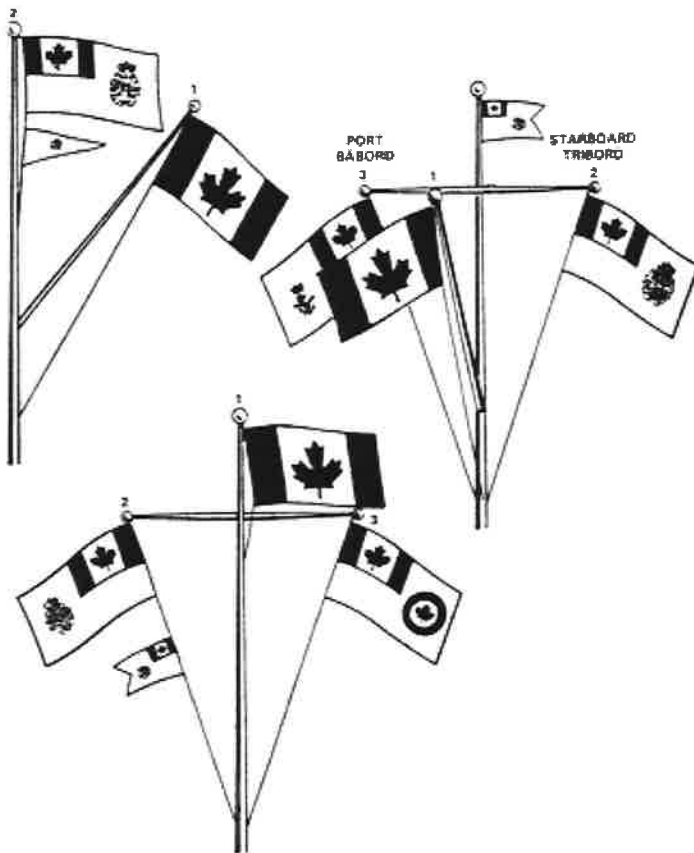


Figure 18

With flags of the Canadian provinces and territories

When provincial and territorial flags are flown with the National Flag of Canada, the order is based on the date of entry into Confederation of the provinces followed by the territories. In a grouping of flags that includes the National Flag of Canada and all of the flags of the provinces and territories, the order of precedence is:

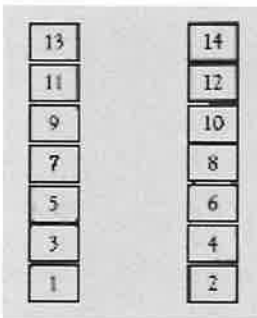
1. National Flag of Canada
2. Ontario (1867)
3. Quebec (1867)
4. Nova Scotia (1867)
5. New Brunswick (1867)
6. Manitoba (1870)
7. British Columbia (1871)
8. Prince Edward Island (1873)
9. Saskatchewan (1905)
10. Alberta (1905)
11. Newfoundland (1949)
12. Northwest Territories (1870)
13. Yukon (1898)
14. Nunavut (1999)

When there are more than three flagpoles/masts, the National Flag of Canada should be flown on the left of the observer facing the flags, followed by the flags of the provinces and territories. An additional National Flag of Canada may be displayed at the end of the line if desired.

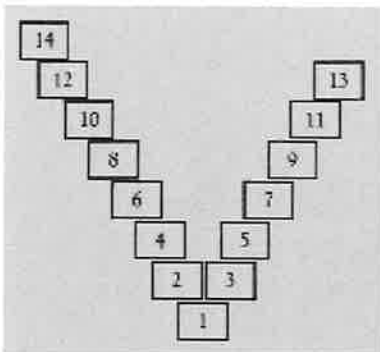
Display along a wall



Display flanking an entrance



"V" display for visual effect



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Carried in a procession

If carried with other flags, in a single file, the National Flag of Canada should always lead (Figure 19).

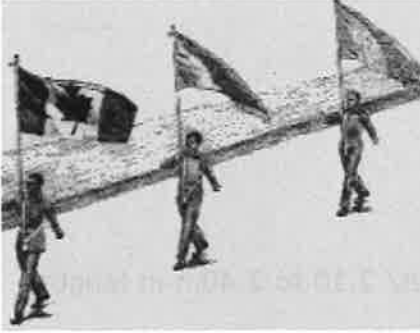


Figure 19

If carried in line abreast, it is preferable to have the National Flag of Canada at each end of the line (Figure 20).

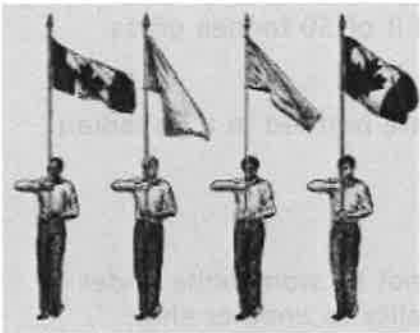


Figure 20

If only one National Flag of Canada is available, it should be placed in the centre of the line of flags carried abreast (Figure 21).



Figure 21

When the number of flags is even and the National Flag of Canada cannot be carried in the centre (of a line of flags abreast), it should be carried on the right-hand end of the line facing the direction of movement. (Figure 22)



Figure 22

Note: It is suggested that the pole or pike used to carry flags be 7 or 8 feet/ 2.10 to 2.40m in length.

Flown on ships and boats

The National Flag of Canada is the proper national colours for all Canadian ships and boats, including pleasure craft. The *Canadian Shipping Act* states that a Canadian ship shall hoist the flag on a signal being made to her by one of Her Majesty's Canadian ships, or any ship in the service of and belonging to the Government of Canada; on entering or leaving any foreign port; and if of 50 tonnes gross tonnage or upwards, on entering or leaving any Commonwealth port.

Foreign vessels may fly the Canadian flag as a "courtesy flag" when they are berthed in a Canadian port. The flag then is customarily flown from the foremast.

General rules governing merchant vessels and pleasure craft are as follow:

- the flag should be worn in harbour and in territorial waters but need not be worn while under way on the high seas unless the vessel wishes to identify her nationality to another ship;
- whenever possible, the proper place for a vessel to display the national colours is at the stern, except that when at sea, the flag may be flown from a gaff;
- when in harbour the flag should be hoisted at 0800 hours and lowered at sunset;
- when a merchant ship and a warship of any nationality pass or overtake one another, the merchant ship should dip the flag as a gesture of courtesy. If on a staff, the lowest corner of the flag should be brought to the level of the rail and kept there until the salutation is acknowledged by the naval vessel. If flown from a gaff, the flag should be lowered to six feet (1.80m) above the level of the deck, until the salute is acknowledged;
- in times of mourning, the flag may be flown at half-mast, which places the upper corner of the flag next to the staff at approximately three-quarters of full-hoist. As on land, a flag hoisted to or lowered from half-mast position must first be hauled close-up.

Half-masting for Mourning

Flags are flown at the half-mast position as a sign of mourning.

The flag is brought to the half-mast position by first raising it to the top of the mast then immediately lowering it slowly to the half-mast position.

The position of the flag when flying at half-mast will depend on the size of the flag and the length of the flagstaff. It must be lowered at least to a position recognizably "half-mast" to avoid the appearance of a flag which has accidentally fallen away from the top of the mast owing to a loose flag rope. A satisfactory position for half-masting is to place the centre of the flag exactly half-way down the staff (**Figure 23**).

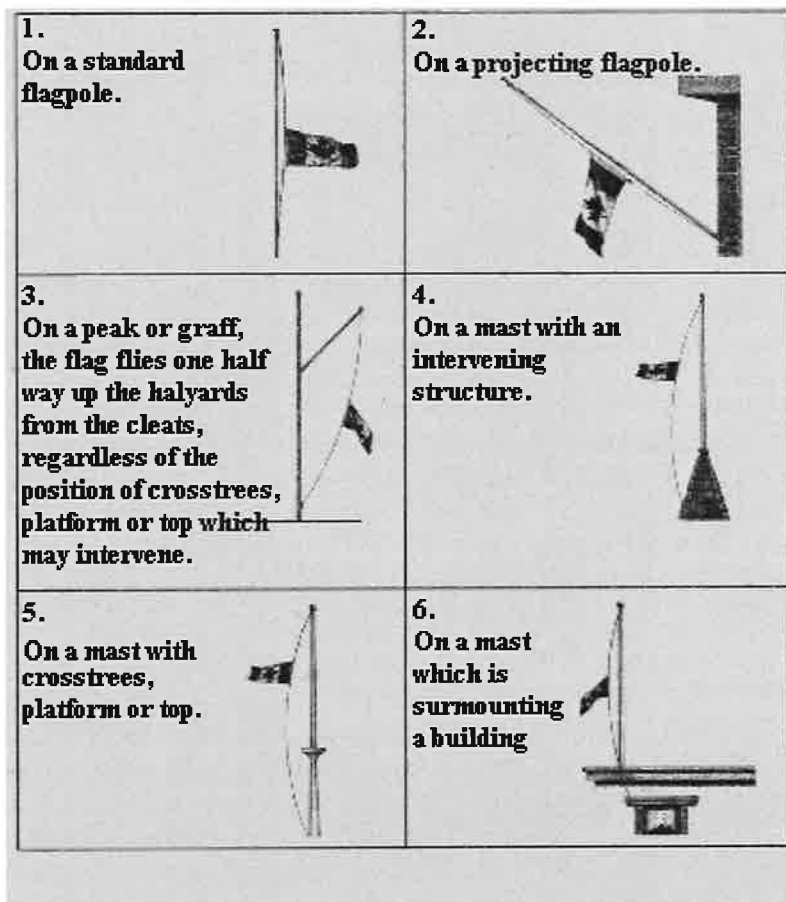


Figure 23

On occasions requiring that one flag be flown at half-mast, all flags flown together should also be flown at half-mast. Flags will only be half-masted on those flagpoles fitted with halyards and pulleys. Some buildings fly flags from horizontal or angled poles, without halyards, to which flags are permanently attached. Flags on these will not be half-masted.

Rules for Half-masting the National Flag of Canada

Disposal of Flags

When a flag becomes tattered and is no longer in a suitable condition for use, it should be destroyed in a dignified way.

Notes

- [1] Her Majesty's Personal Canadian Flag, the standards of members of the Royal Family as well as the standard of the Governor General and the standard of the Lieutenant Governor (in his/her province of jurisdiction and when assuming the duties of the representative of The Queen) take precedence over the National Flag of Canada on the buildings where these dignitaries are in residence or where they are attending a function.
- [2] There are exceptions when flying the Union Jack as outlined under the chapter entitled "The Royal Union Flag".
- [3] For rules on flying historical flags along with the National Flag of Canada, consult the Historical Flag Policy and Rules for Flying Historical Flags in Canada for more information.
- [4] The flag configurations shown in figures 11 to 16 also apply when the National Flag of Canada is flown with one or more provincial/territorial flag.

Date modified : 2015-07-23

**Notice of Motion
(Sports Flags and Community Sport Recreation Symbol)**

RESOLUTION

Resolution #
Moved By Councillor Jeff Duncan
Seconded By

Be it resolved that Council under the discretion of the Mayor may from time to time fly a sports flag and/or community sports recreation symbol under the Town of Erin flag at the Town municipal building. This is to promote sport participation, build community esprit de corps and reward local/international sport accomplishments.

(Specifically is for sports, does not allow for political, religious and other social “causes” to be flown)



Jeff R. Duncan C.P.T.
Councillor
Corporation of the Town of Erin

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Activity List 2015

Description of Request	Person Responsible	Date Directed	Suggested Completion	Status
Open Items				
Fill By-law	CAO	2014	19-May-15	70%
Review of Committees of Council	CAO/Economic Development Coordinator	3-Feb-15	31-Dec-15	
Set dates for Special Meetings - strategic initiatives	Council	3-Feb-15	ongoing	as scheduled
Centre 2000 Shared Use Agreement	CAO		31-Dec-15	mtg Oct 28
Alcohol Risk Policy - update	CAO/Facility Manager	19-May-15	Q4	
Mayor and Reeves Wall of Recognition	TEHC	2-Jun-15	2016	75%
Station 50 - Update Emergency Plan	Fire Chief/County Emergency Manager	2-Jun-15	Q4	
Wastewater EA Terms of Reference	Triton Engineering	2-Jun-15	Fall 2015	
GMF Application for wastewater class EA feasibility study - submission and results	Triton Engineering	2-Jun-15	n/a	50% (application submitted)
Determine the best option for updating the Official Plan	Council	13-Jul-15	Fall 2015	
Operational Review Recommendations - Implementation	CAO	June	Fall 2015	
Outstanding Operational Review Item - Fire Department Review	CAO	1-Sep-15	Q4	
Organizational and Compensation Review	CAO		Q4	
Corporate Strategic Plan - Finalizing 4 year objectives	CAO		Q4	
Report on actions/options required to implement a Community Safety Zone By-law	New Director of Operations/County	1-Sep-15	Q1 2016	
Quarterly Major Project Updates	CAO	1-Sep-15	Each Quarter	
Research on status of field inspections -examination of dams	Emergency Manager - Linda Dickson	16-Jun-15		awaiting response from Ministry
Review property options with Suncor	New EDO	15-Sep-15		
List of types of desired businesses	New EDO	15-Sep-15		
Delivery of Final Momentum:Town of Erin 2015-2018 Economic Development Action Plan to Council	Economic Development Coordinator	1-Dec-14	3-Nov	Final Edit
Stanley Park Arch and Gates - formal designation	TEHC	20-Jan-15	31-Dec-15	
Planning Report - 63A Trafalgar/TEHC Resolution	Planning Department	6-Oct-15	3-Nov	
Full time By-law Officer Report	CBO	6-Oct-15		

Activity List 2015

Description of Request	Person Responsible	Date Directed	Suggested Completion	Status
Completed Items				
Report on cost and practicality of implementing a ban on the sale of bottled water in Town owned Facilities	Facilities Manager	16-Dec-14	3-Feb-15	100%
Economic Development Committee	Economic Development Coordinator	16-Dec-14	3-Feb	100%
Establish Ad Hoc Committee - Grant Requests	Director of Finance/CAO	3-Feb-15	17-Feb	100%
Report - Procedural By-law changes	Clerk	3-Feb-15	3-Mar	100%
Provide comments to Halton Region regarding 4th Line Well Field Expansion by March 9	Water Superintendent	17-Feb-15	9-Mar	100%
Provide comments to the Ministry of Transportation, Ontario Good Roads Association and Association of Municipalities of Ontario opposing any amendment to default speed limits.	Roads Superintendent	17-Feb-15	27-Feb	100%
Integrity Commissioner - implications of rescinding Code of Ethics	CAO/Integrity Commissioner	3-Feb-15	7-Apr-15	100%
Celebrate Erin	Committee	16-Dec-14	18-Apr-15	100%
Procedural By-law change	Clerk	21-Apr-15	5-May-15	100%
Ice Storm Assistance Grant Agreement By-law	Clerk	21-Apr-15	5-May-15	100%
Report on Waterford Drive with recommendations	Road Superintendent	21-Apr-15	5-May-15	100%
Victoria Park - Concession booth work/rent	Facilities Manager	7-Apr-15	19-May-15	100%
Operational Review Report to Council	Consultant		23-Jun-15	100%
Glendevon Reservoir - Report - Update on status and cost of repairs	Interim Water Superintendent	2-Jun-15	16-Jun	100%
Sideroad 10 unopened road allowance - possible closure of portion	CAO	20-Jan-15	n/a	100%
Stanley Park Arch - ownership	CAO/Heritage Committee	20-Jan-15	31-Dec-15	100%
Technical Meeting to discuss issues related to how the land use planning and EA should proceed	Triton Engineering	13-Jul-15	22-Sep-15	100%
Community Support Policy and Application - Report	Director of Finance	n/a	20-Oct	100%
Report on flying sports flags	Clerk	6-Oct-15	20-Oct	100%
Solar - Leasing option report	Financial Analyst	6-Oct-15	20-Oct	100%

Ministry of Citizenship,
Immigration and International
Trade

Minister
6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiles,
de l'Immigration et du Commerce
international

Ministre
6^e étage
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Toronto ON M7A 2R9
Tél.: (416) 325-6200
Télééc.: (416) 325-6195



October 2015

Dear Friends,

It is my pleasure to send you this call for nominations for the **June Callwood Outstanding Achievement Award for Voluntarism in Ontario**.

Volunteers play a significant role in leading and supporting services in their communities; they lay the foundation for a strong and dynamic province. This award recognizes exceptional leadership, innovation and creativity in voluntarism and community service. Recipients of this award can include individual volunteers, volunteer groups, businesses and other organizations which have made outstanding contributions to their communities and the province.

Here is what you need to do to submit a nomination for this award program:

- a) Visit ontario.ca/honoursandawards.
- b) Click on the **June Callwood Outstanding Achievement Award** icon.
- b) Download the appropriate PDF form.
- c) Read the eligibility criteria and instructions carefully.
- d) Fill out the form, then submit it **no later than December 5, 2015**. Instructions for submitting your package can be found on the website.

If you have any questions please call 416 314-7526, toll free 1 877 832-8622 or TTY 416 327-2391.

I hope you will take this opportunity to ensure that volunteers receive the recognition they deserve.

Thank you for your attention to this important recognition program.

Yours truly,

A handwritten signature in black ink, appearing to read 'Michael Chan'.

Michael Chan
Minister

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW NUMBER 15- ____

A by-law to regulate municipal water works within the urban area, Regulating the distribution, use and the establishment of municipal water within the Town of Erin, and to repeal By-laws listed in Schedule A.

WHEREAS The Corporation of the Town of Erin operates water production, treatment, storage and distribution systems;

AND WHEREAS pursuant to Section 11 of the *Municipal Act, 2001*, (the “Act”) The Town of Erin has the responsibility for public utilities, including water distribution, production, treatment and storage within the Town of Erin and the collection, production, and treatment of such water and the financing thereof by a municipal corporation or local board thereof and all provisions of any special act relating to such collection and treatment of such water apply;

AND WHEREAS Section 11(9) of the Act provides that a by-law may be passed with respect to services or things provided by any person to the extent necessary;

AND WHEREAS Part III of the Act (Specific Municipal Powers) under the heading “Public Utilities” contains specific powers and provisions with respect to such systems;

AND WHEREAS Part XIV of the Act (Enforcement) provides that the Town of Erin may pass by-laws providing that any person who contravenes a by-law passed under the Act is guilty of an offence, and contains other enforcement provisions;

AND WHEREAS the Town of Erin is permitted to impose water fees and charges under Part XII of the Act; and section 398 of the Act provides that the Treasurer may add charges so imposed to the tax roll for the property to which the said Public Utilities were supplied and collect them in the same manner as taxes; and further O.Reg. 440/02 provides that charges so added to the tax roll for the supply of water have priority lien status as provided for in Section 1 of the Act;

NOW THEREFORE, the Council of the Corporation of the Town of Erin enacts as follows:

1 Application

That the rules and regulations set out in this By-law shall govern and regulate the operation of any system of the municipal water works owned by the Town and shall be considered to form a part of the contract between the Town and the owner, or occupant, of a property to supply municipal water by the Town within the Town of Erin.

2 Definitions:

That in this By-law, the following terms are defined as:

“**Adjacent**” for the purposes of section 3, “Adjacent” means that a property line is within 30 meters of a municipal water main, and that the building to be

serviced is not more than 120 meters from where the municipal water service valve would be located.

"Backflow Assembly" means a testable backflow mechanism

"Backflow Device" means a non testable backflow mechanism

"Development" means any building or site works proposed which would require issuance of a building permit as defined under the Building Code Act; a consent approval, a site plan approval, or approval of a plan of subdivision or condominium as defined by the Planning Act. Mandatory connection to the water service will not be required as a condition of building permit issuance for the following;

- pool enclosures,
- fences,
- uncovered decks,
- accessory structures of less than 108 ft²
- internal renovations not requiring septic system review in accordance with the Ontario Building Code

"Municipal Water User" means the owner or occupant of a property receiving municipal water service by way of written agreement/authorization of the Town of Erin Water Department.

"Municipal Water Works" means the facilities for the collection, production treatment, storage, supply or distribution of water or any part of the facilities.

"Non Metered Rate" means the charge will be calculated by using the annual average water consumption (cubic meter) for each system divided by twelve months and applying the Water Consumption Rates in accordance with Schedule "A" of By-Law Number 15-___ (Water Rate By-Law) where installation of meters is deemed by the Town of Erin Water Department to be impractical.

"Private Water Service" means all the physical and mechanical equipment and devices located on private property in providing municipal water works.

"Town of Erin Water Department" is a department of the Corporation of the Town of Erin as established in accordance of the Municipal Act as a public utility providing municipal water to the Town of Erin subject to the regulations of the Ontario Water Resources Act, R.S.O. 1990.

"Water Main" A potable water pipe located on a municipal right of way that has a minimum diameter of 150mm.

3 Application of Municipal Water Works

3.1 All requests for municipal water service shall be made to the Town of Erin Water Department and are subject to the approval of the Water Superintendent. All new municipal water service connections are subject to the fees outlined in Schedule B of By-Law 15-___ (Water Rate By-Law).

3.2 All properties requesting a potable water service within the urban areas of the villages of Hillsburgh and Erin shall only be serviced with municipal water works; where no municipal water works is available adjacent to the property, a private well shall be permitted.

3.3 Where municipal water service is provided adjacent to a municipal water

main, as a condition of approval of development the owner shall be required to connect to the municipal service, and cease of use of any existing well on the property; the well shall be decommissioned as per Wells Regulation 903 of the Ontario Water Resources Act..

4 Municipal Water Works - (Municipal Water Main to Private Property Line – Municipal Portion)

Where no Municipal Water Works is available to a property and is required, the prospective municipal water user is responsible for the cost of extending the municipal water works to the property line subject to the approval of the Town of Erin Water Department.

5 Private Water Service - (Private Property Line to building - Private Portion)

5.1 The private water service line on private property is owned, installed and maintained by the owner of the property, the installation and maintenance is subject to the satisfaction of the Town of Erin Water Department.

5.2 When connecting a private water line to the service valve at property line the Town shall be present to inspect the connection.

5.3 The water service line on private property shall be installed as per building code requirements.

5.4 Tracer wire shall be installed with any non conductive pipe.

6 Private Water Service (General)

6.1 The Town of Erin Water Department is not responsible for damages or costs to the private water service that may result as part of disconnection or reconnection of the municipal water supply.

6.2 The owner or occupant shall provide the Town of Erin Water Department with ready access to the property for the purpose of inspection or maintenance of a private water service.

6.3 Each individual private water service shall have a minimum of one meter. Additional separate private water services for fire protection do not require a meter.

6.4 If the Town of Erin Water Department deems a private water service a potential threat to the safety of the Municipal Water Works, the Town reserves the right to disconnect the service without notice until the potential threat is eliminated.

7 Private Water Service (meter and meter isolation valves)

7.1 Meters and Meter Isolation Valves shall be purchased from the Town of Erin Water Department and the municipal water user invoiced at current market value + 10% administration fee and taxes as noted in Schedule "B" of **By-law 15-__ (Water Rate By-Law)**

7.2 Meter size shall be at the discretion of the Town of Erin Water Department.

- 7.3 The Town of Erin Water Department reserves the right to conduct a water meter inspection or verification at any time.
- 7.4 Where a meter cannot be located as per this by-law the meter may be required to be installed in a meter pit at the property owners cost.
- 7.5 Repair or replacement of meter or touch pad due to normal usage shall be the responsibility of the Town of Erin Water Department. Repair or replacement of meter or touch pad due to damage, misuse or construction shall be at the property owners cost.
- 7.6 Meters shall be located so that all the water used on that property is metered. There should be ample clearance from the walls and other obstacles to allow the installation of a meter or access to the service pipe.
- 7.7 Meters, meter isolation valves and meter bypass valves shall be sealed by the Town of Erin Water Department and not tampered with, should repairs be undertaken, the seal must be reaffixed by the Town of Erin Water Department.

8 Private Water Service (Backflow prevention)

- 8.1 No municipal water user shall permit backflow of any water source into the potable drinking water lines which connects to the municipal water supply.
- 8.2 No owner shall connect the water service to any cisterns, well or other water source.
- 8.3 Backflow devices and assemblies shall be installed at the discretion of the Town of Erin Water Department.
- 8.3 Where a device is capable of creating pressure or backflow into the municipal water works from a private water service, the owners shall ensure the Town is notified and a suitable backflow assembly installed to the satisfaction of the Town of Erin Water Department.
- 8.4 Backflow assemblies shall be specified by an engineer with experience with backflow assemblies. The backflow assembly shall be installed by a certified plumber. All associated cost shall be the responsibility of the municipal water user.
- 8.5 The municipal water user shall submit annual back flow certification as required for all backflow assemblies.

9 Private Water Service (Frozen Water Service)

- 9.1 Municipal Water users shall protect all parts of the water service, meter, backflow device or assembly and appurtenances from freezing.
- 9.2 If a water meter, meter isolation valves or backflow device or assembly is damaged by freezing or any other means the property owner shall repair the water meter, meter isolation valves or backflow device or assembly within a period identified by the Town of Erin Water Department. If the leak is not repaired the water supply shall be disconnected without notice. Water lost shall be billed at the discretion of the Town of Erin Water Department

- 9.3 The Town of Erin Water Department is not responsible for damages to the private water service/property that may result from efforts to restore a frozen water pipe or temporary hook-up.
- 9.4 Temporary Water Service Provider's as well as Temporary Water Recipients will be charged the flat rate for that billing period as per Schedule "A" of By-law 15-___ (Water Rate By-Law).

10 Fire Protection

- 10.1 Equipment installed for the automatic extinguishing of fires in buildings, subject to approval from the Town of Erin Water Department. Connection is permitted to the municipal water supply provided no water shall be used for any purpose except the extinguishing of fires. All such equipment shall be provided with a separate valve at the street line and under exclusive control of the Town.
- 10.2 A backflow prevention device shall be installed on all fire extinguishing systems to ensure no connection with the municipal water supply.

11 Responsibility of Municipal Water User

- 11.1 The property owner is responsible to ensure that the following has been completed before requesting the water service is turned on:
- All applicable costs associated with this water service have been paid.
 - An inspection of the connection to the service valve at property line has been conducted and approved by the Town of Erin Water Department.
 - The water meter and appurtenances have been inspected, sealed and approved by the Town of Erin Water Department.
 - A water account has been opened with the Town of Erin Water Department.
- 11.2 Municipal Water Users shall ensure that the meter or meter bypass valve seal is affixed. Should the seal become damaged, the municipal water user must contact the Town of Erin Water Department to reaffix the seal within 15 days.
- 11.3 Municipal water users shall ensure that all water used by the property passes through the meter.
- 11.4 Municipal Water Users shall provide ready and convenient access to the private water service for inspection and repair by the Town of Erin Water Department at all times.
- 11.5 No person shall open or close any valve, hydrant or gate in the street main or interfere with the town water system in any manner.
- 11.6 Municipal water users shall insure that the water meter has been installed in an area that will allow for easy inspection and replacement.
- 11.7 Municipal water users shall notify the Town of Erin before a meter is relocated and allow access to reseal the meter within 15 days.

- 11.8 Municipal water users shall ensure that if a meter touch pad is used that the touch pad is installed in an area that is accessible for a meter reading.
- 11.9 Municipal water user shall ensure there is no water leaks between the service valve at property and the meter.
- 11.10 No person shall tamper with, cover or screen from view, a fire hydrant by any structure or vegetation or any other means.
- 11.11 The municipal water user shall ensure that payment is received by the Town of Erin Water Department on or before the due date printed on the billing invoice.

12 Penalties

- 12.1 Failure to comply with Section 11.1 will result in disconnection from the municipal water supply.
- 12.2 If a water meter is installed in a location that does not allow for easy inspection and replacement, the location shall be modified within a period identified by the Water Superintendent. Failure to do this will result in the account being charge at two times the non metered rate for that billing period.
- 12.3 If a meter does not register due to the negligence of a municipal water user, the meter must be repaired by the municipal water user at their cost. If the meter is not repaired within 30 days, meter shall be replaced with a radio frequency meter and the cost added to the water account.
- 12.4 If access to a property to install or maintain a water meter and appurtenances is not provided within 5 business days the water will be billed at two times the non metered rate or the water supply disconnected at the discretion of the Town of Erin Water Department.
- 12.5 The Municipal Water User must ensure meter seals are affixed, and not damaged or broken. Where the seal is discovered to be damaged or broken by the Town of Erin Water Department the fee identified in Schedule A of By-Law 15-___ (Water Rate By-Law) will be applied to the municipal water user's account. The Municipal Water User shall report any damage or broken seals to the Town of Erin Water Department to avoid this fee.
- 12.6 Where the metering requirements identified in this by-law are not met, the Town reserves the right to disconnect the supply of water to the property. A notice of disconnection will be delivered to the billing address 48 hours prior to disconnection of the water supply.
- 12.7 Where pre-authorized payments are not executed due to there being insufficient funds in a water user's account, the administration charge as per Schedule "B" of By-Law 15 -___and penalty then in effect will be added to the water user's account. If a second payment is not executed due to insufficient fund, the administration charge and penalty that is in effect will be added to the water user's water account and the privilege of pre-authorized payments will be withdrawn.
- 12.8 No person shall make any connection to the municipal water service or private water service without the prior written consent of the Town of Erin Water Department. The owner of the premises on which an

unlawful connection has been made shall be responsible for the water rates or charges which are applicable and in addition, liable for any other penalty provided by By-law or by any Act of the Legislative Assembly of Ontario or the Parliament of Canada. The rate shall be charged as per Schedule "B" of By-law 15-___ (Water Rate By-Law)

- 12.9 If a water leak is identified between the service line at property and the meter; the property owner shall repair the leak within a period identified by the Water Superintendent. If the leak is not repaired, the water supply shall be disconnected without notice. Water lost shall be billed at the discretion of the Water Superintendent.
- 12.10 Upon three months (90 days) after the due date, should the account remain unpaid, the Town will deliver or cause to be delivered to the service address, a notice of disconnection advising the customer that unless payment is received within 48 hours, service will be disconnected immediately.
- 12.11 If the customer at any premises omits, neglects or refuses to pay any bill rendered, whether for water service pipes, meter, service charge or any other monies to which the Town may be entitled in respect of water services to such premises, the Town may, at its discretion, disconnect the water supply or reduce the flow of water supply to the premises. The Town shall provide reasonable notice of the proposed disconnection to the owners and occupants of the land. Such charges have priority lien status, and shall be collected in accordance with the Municipal Act, 2001, and shall be added to the tax roll against the property in respect of which the water service was supplied.

13 Restrictions to Municipal Water Users

- 13.1 The Town of Erin reserves the right to restrict water consumption to a municipal water user when water consumption exceeds the following amounts.

Industrial	5,000m ³ per Billing Period (75 m ³ per day)
Commercial	2,000 m ³ per Billing Period
Residential [Per Unit]	500 m ³ per Billing Period

- 13.2 Municipal water users are restricted to days of use for the purpose of lawn watering. When the municipal water user's address ends in an even number, lawn watering is permitted on even number dates of the month and where the municipal address ends in an odd number, lawn watering is limited to odd number dates of the month.
- 13.3 Water service may be interrupted and suspended without notice to users in the event of an emergency. The Town of Erin Water Department is not responsible for damage or losses resulting from the interruption and ensuing reinstatement of water pressure.
- 13.4 A municipal water user may not without the consent of the Town, lend, sell, or dispose of the water, give it away, permit it to be taken or carried away, use or apply it to the use or benefit of another, or to any use and benefit other than his own.

14 Validity and Severability

- 14.1 It is hereby declared that notwithstanding any of the sections or provisions of this by-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of the Council to enact, such sections or parts thereof shall be deemed to be severable and shall not affect the validity or enforceability of any other provisions of this by-law as a whole or part thereof and all other sections of this by-law shall be deemed to be separate and independent therefrom and enacted as such.

15 Repeal of By-law

- 15.1 The By-Laws listed in "Schedule A" of this by-law are hereby repealed and replaced by this By-law on such date that this By-law comes into force.

- 15.2 This By-law comes into force and effect on January 1, 2016.

Passed in open Council on October 20, 2015

Mayor

Clerk

**SCHEDULE A
By-law 15 –**

**Rescinding and replacing
Water Works By-laws**

By-laws related to former water rates, fees and regulations within the Town of Erin

By-Law No.	Status and effect
96-06	To require owners of buildings to connect such buildings to water works in the Village of Erin; amended by 97-14 Section 2,
96-14	To establish a frozen water service policy for the Village of Erin
31-96	To fix the prices and times of payment for the use of water within the Hillsburgh Water Works System; repealed by 00-43
5-97	To fix the prices and times of payment for the use of water within the Mountainview Water Works system; repealed by 00-43
97-14	Being a by-law to amend 96-06 to require owners of buildings to connect such buildings to water works in the Village of Erin
97-37	To regulate the distribution and use of water, fix prices and times of payment; repealed by 00-43
00-43	To regulate the distribution and use of water, fix prices and times of payment; repealed by 02-96 and amended by 00-72
00-72	amends 00-43 which regulate the distribution and use of water, fix prices and times of payment
02-96	To regulate the distribution and use of water, fix prices and times of payment; sections amended by 04-59, 04-81, 03-69 and repealed by 04-59 and 11-23
04-59	To regulate the distribution and use of water, fix prices and times of payment; replaces Section 5 and schedule B in 02-96; repealed by 11-47
04-81	To further amend 02-96 - to regulate the distribution and use of water, fix prices and times of payment; user fees in effect from 2005-2010
06-01	To provide for the collection of Municipal Water Rates by means of pre-authorized payments for 2006 and subsequent years
06-57	To amend section 5.2 of 02-96 and 04-59, being a by-law to regulate the distribution and use of water, fix prices and times of payment; fees are in force until Dec 2010
11-47	To regulate municipal water works within the urban area, regulating the distribution, use and the establishment of municipal water within the Town of Erin

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW NUMBER 15-

Being a By-law to enact rules and regulations and to establish water service rates and service fees for the water systems servicing the Town of Erin, and to repeal By-laws 11-23 and 02-96.

WHEREAS The Corporation of the Town of Erin operates water production, treatment, storage and distribution systems;

AND WHEREAS pursuant to Section 11 of the *Municipal Act, 2001*, (the "Act") The Town of Erin has the responsibility for public utilities, including water distribution, production, treatment and storage within the Town of Erin and the collection, production and treatment of such water and the financing thereof by a municipal corporation or local board thereof and all provisions of any special act relating to such collection and treatment of such water apply;

AND WHEREAS Section 11(9) of the Act provides that a by-law may be passed with respect to services or things provided by any person to the extent necessary;

AND WHEREAS Part III of the Act (Specific Municipal Powers) under the heading "Public Utilities" contains specific powers and provisions with respect to such systems;

AND WHEREAS Part XIV of the Act (Enforcement) provides that the Town of Erin may pass By-laws providing that any person who contravenes a by-law passed under the Act is guilty of an offence, and contains other enforcement provisions;

AND WHEREAS the Town of Erin is permitted to impose water fees and charges under Part XII of the Act; and Section 398 of the Act provides that the Treasurer may add charges so imposed to the tax roll for the property to which the said Public Utilities were supplied and collect them in the same manner as taxes; and further O. Reg. 440/02 provides that charges so added to the tax roll for the supply of water have priority lien status as provided for in Section 1 of the Act;

NOW THEREFORE the Council of The Corporation of the Town of Erin enacts as follows:

1 Application

That the rules and regulations set out in this By-law shall govern and regulate the financing of any system of the municipal water works owned by the Town of Erin and shall be considered to form a part of the contract between the Town of Erin and the owner, or occupant, of a property in which municipal water is supplied by the Town of Erin.

2 Definitions:

That in this By-law, the following terms are defined as:

"Municipal Water User" means the owner or occupant of a property receiving municipal water service by way of written agreement/authorization of the Town of Erin Water Department.

"Town of Erin Water Department" is a department of the Corporation of the Town of Erin as established in accordance to the Municipal Act as a public utility providing municipal water to the Town of Erin.

“Customer” means the owner, tenant or occupant of premises to which water is supplied by the Town of Erin.

“Premises” means any house, building, lot or part of lot or both, where water service is supplied.

“Public Utility” means water system service.

“Town of Erin” means The Corporation of the Town of Erin.

“User” means as the context requires, the applicant for water supply, the owner or occupant of or the person to whom invoices are sent for water supplied to a premises.

“Water” means potable water that is fit for human consumption.

“Water Meter” means the water meter and backflow preventer valve as approved by the Town of Erin and purchased by the property owner through the Town of Erin and installed by a licensed plumber.

“Water Service Connection” means that part of the water service pipe from the municipal water main to the street line including the shut off valve at the street line, which supplies water to any premises in the Town of Erin.

3 Connection Fees

- 3.1 An Infrastructure Tap In (ITI) Fee will be applied to all new water service installations that will be servicing an existing building. See Schedule “B” of this by-law.
- 3.2 Where the water component of development charges have been imposed, the ITI fee does not apply.

4 Billing

- 4.1 The Town of Erin Water Department administers all matters relating to billing, and collection of water accounts in accordance with Schedules A & B.
- 4.2 Before the initial supply of water or any subsequent reconnection to water service for any premises in the Town of Erin, the owner shall make application for same and the owner shall be governed by the requirements of this By-law.
- 4.3 The water consumed on all premises in the Town of Erin shall be charged for as indicated by the rates shown in Schedule “A” to this By-law. In this By-law and Schedule “A” the word “charge” and the word “rate”, both in the singular and the plural, have the same meaning.
- 4.4 Water meters shall be read or stipulated rates charged and accounts rendered quarterly, or on any other basis at the discretion of the Town of Erin Water Department. The Town of Erin may serve bills upon the customer, by delivery or mail, either at an address supplied by the customer, or bills shall be deemed to be served upon the said customer, if they are delivered or sent by mail to premises supplied with water.
- 4.5 All accounts shall be due and payable on or before the due date as printed on the billing invoice. That upon default of payment interest will be calculated at 1.25% per month on outstanding balances and added to the account on the first day of each calendar month in which default continues.

- 4.6 Additional charges in accordance with Schedule "B" shall be added to the Quarterly Water Bill.
- 4.7 The minimum monthly base charge for providing and maintaining water supply to any premises is payable per unit, in accordance with Schedule A. In instances when the occupant of any premise terminates their account with the Town of Erin, subsequent minimum monthly base charge shall be rendered to the owner of the premises until such time as a new occupant applies to the Town of Erin for the supply of water.
- 4.8 The Town of Erin is authorized to accept Pre-Authorized Payments (PAP) for provision of municipal water on behalf of the Town of Erin Water Department.
- 4.9 Information concerning the Pre-Authorization Payments will be made available to all water system users within the Town of Erin through the billing process.
- 4.10 The pre-authorization payments will consist of;
- a) Ten (10) equal monthly payments will be adjusted annually to the amounts required by the annual water bill. The monthly payments will be due on the 16th of each month from January to October or the next business day if the 16th falls on a weekend or a statutory holiday. The adjustment will be made on the 16th of November or the next business day if the 16th falls on a weekend or a statutory holiday.
- or
- b) Quarterly pre-authorized payments of actual per bill amounts will be due on the quarterly due date of the actual water bill issued.
- 4.11 Cost of Non-Sufficient Funds, (NSF) or PAP declining shall be added to the owners water account in accordance with Schedule "B".
- 4.12 Where PAP has been declined two (2) consecutive periods the customer will be removed from the PAP plan, and will then receive printed invoices payable according to billing cycle.
- 4.13 All costs incurred for service from the lot line to the residence will be the sole responsibility of the property owner, including cost incurred by tenants.
- 4.14 If, for any cause, a water meter fails to register, or the water meter is found to be not working properly, the water usage shall be deemed "unmetered" and the water user shall be billed at two and a half times the average annual water consumption for the same period as determined by the Town of Erin Water Department. An adjustment shall be made to the account upon the next actual meter read. The unmetered charges will be indicated on the water bill as "manual estimate." Upon receipt of the "manual estimated" water bill, the owner must contact the water department with an actual read and to arrange an appointment with the Town of Erin Water Department to have the water meter inspected.
- 4.15 When a municipal water user disputes the meter reading of water consumption indicated on the water bill, a meter reading verification test can be performed by The Town of Erin Water Department for an amount identified in Schedule "B"
- 4.16 When the owner requests a temporary removal of the water meter from their premises, for any reason, the water meter removal and reinstallation shall be done entirely at the expense of the Property Owner by a licensed plumber.

- 4.17 The Town of Erin, in its sole discretion, may recover the cost of providing water during the construction phase of a building, from connection until occupancy, in accordance to the flat rate set out in Schedule "A" of this By-law.

5 Collection

- 5.1 When an account is not paid by due date on the water bill, a late payment charge shown in Schedule "A" of this By-law will be added to the account and an overdue notice shall be sent by mail reminding the customer of the outstanding amount.
- 5.2 If the account has not been paid within ninety (90) days after the due date, the municipality may shut off the supply of the public utility by the municipality to land, provided that the municipality shall provide forty-eight (48) hours notice to the owners and occupants of the land by personal service or prepaid mail or by posting the notice on the land in a conspicuous place, and if the notice is given by prepaid mail the forty-eight hour period shall commence on the third day after the date of the mailing.
- 5.3 (a) If a customer omits, neglects or refuses to pay any bill rendered, whether for water service pipes, water service charges or any other monies to which the Town of Erin may be entitled in respect of the water services to such premises under this By-law, the Town of Erin may, at its discretion, shut off the flow of water to the premises and in addition to the amount owing and unpaid, a disconnection charge as shown in Schedule "B" of this by-law, will be levied against the delinquent account.
- (b) The treasurer may add charges imposed under this By-law for the supply of a public utility to the tax roll for the property to which the public utility was supplied, and collect them in the same manner as municipal taxes.
- (c) Pursuant to subsection 398 (2) of the Act every property to which Public Utility Services have been supplied, regardless of the party to whom they were supplied, may have the charges therefore added to the tax roll for the property and they may be collected in the same manner as municipal taxes.
- (d) With respect to Landlord and Tenant situations where the tenancy commences on, before or after the effective date of this By-law, the Landlord shall provide the Tenant with water services, and those services will be supplied to the Landlord/Property Owner who shall be the account holder and be responsible for the payment of the same as a debt to the municipality.
- 5.4 Where it has been necessary to discontinue service as a result of non-payment, a reconnection charge as shown in Schedule "B" of this by-law will be levied against the delinquent account.

6 Validity and Severability

- 6.1 It is hereby declared that notwithstanding any of the sections or provisions of this by-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of the Council to enact, such sections or parts thereof shall be deemed to be severable and shall not affect the validity or enforceability of any other provisions of this by-law as a whole or part thereof and all other sections of this by-law shall be deemed to be separate and independent therefrom and enacted as such.

7 Repeal of By-law

- 7.1 The By-Law # 11-23, including Schedule "A" & "B" ,By-Law # 02-96, including Schedule "A" and all sections relating to the billing, collecting, fees, rates and charges of the water systems of the Town of Erin are hereby repealed and replaced by this By-law on such date that this By-law comes into force.
- 7.2 This By-law comes into force and effect on January 1, 2016.

Passed in open Council on October 20, 2015

Mayor

Clerk

**Town of Erin
Schedule "A"
By-Law # 15 –
Water Billing**

WATER CONSUMPTION RATES					
Description	2016	2017	2018	2019	2020
Constant Rate(commencing Jan.1,2016) Per cubic meter (m ³)	\$ 3.99	\$ 3.99	\$ 3.99	\$ 3.99	\$ 3.99

MONTHLY BASE CHARGES					
Service Unit Description	2016	2017	2018	2019	2020
<2" Service	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39
2" Service	\$ 30.77	\$ 30.77	\$ 30.77	\$ 30.77	\$ 30.77
4" Service	\$ 55.45	\$ 55.45	\$ 55.45	\$ 55.45	\$ 55.45
Multi-residential Services*	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit
All Other Residential Users	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39

*The base charge for all multi-resident premises shall be charged as per the number of units on the premises.

FLAT RATE CHARGE					
	2016	2017	2018	2019	2020
Flat Rate* (annual charge)	\$ 487.41	\$ 487.41	\$ 487.41	\$ 487.41	\$ 487.41

*For those water customers that do not have meters (where installation of meters is deemed by the Town of Erin to be impractical).

PENALTY	
Late Payment Charge (all water customers)	1.25% per month

**Town of Erin
Schedule B
By-law 15-____
Services & Fees**

Water Operator Services	Fee
Service Charges During Regular Work Hours (7:00am – 4:30pm Mon-Thurs, 7:00am – 11:00am Fri) -Operate/Disconnect/Reconnect water service -Water Valve Inspection -Water Meter Inspection/Verification	\$84.00/hour <i>1 hour minimum</i>
Service Charges Outside Regular Work Hours including weekends and statutory holidays (regular work hours are 7:00am – 4:30pm Mon-Thurs, 7:00am – 11:00am Fri) -Operate/Disconnect/Reconnect water service -Water Valve Inspection -Water Meter Inspection/Verification	\$168.00/hour <i>1 hour minimum</i>

Administration Charges	Fee
Non-Sufficient Funds (NSF) charge	\$25.00
Water Arrears Certificate	\$40.00
Water Arrears transfer to Tax Roll	\$250.00
Change of Occupancy -includes Water Meter Inspection and Initial Meter Reading	\$84.00

New Water Service Installation Charges	Fee
Infrastructure Tap In (ITI) Fee (Where the water component of development charges have been imposed, the ITI fee does not apply)	\$3,122.00
Installation of ¾" water service to the property line (the cost is based on the applicable time, equipment use and material for the installation including restoration from the water main to the property line)	\$6,350.00 + <i>applicable taxes</i> may be subject to additional fees in special circumstances
Installation of 1" water service to the property line (the cost is based on the applicable time, equipment use and material for the installation including restoration from the water main to the property line)	\$6,500.00 + <i>applicable taxes</i> may be subject to additional fees in special circumstances
Installation of Water services over 1" TBA at the discretion of the Water Superintendent (the cost shall be based on the applicable time, equipment use and material for the installation including restoration from the water main to the property line)	Time & Material
Water Meters and appurtenances	Current Market Value + 10%

Fines	Fee
Replacement Charges for Damaged Equipment	Time & Material
Meter Tampering Charge (This fee is applicable when a customer has tampered with the meter in any way, whether or not it actually affects the meter reading. It is assessed based on field investigation by a Town of Erin Water Operator)	\$650.00
Illegal access to municipal water	\$650.00

Notice of Motion
(Request a Report from Treasury Department on Future Tax Scenarios)

RESOLUTION

Resolution #

Moved By Councillor Matt Sammut

Seconded By

Be it resolved that Council hereby requests the Treasury department provide a 5 year report to Council on a range of possible tax implications to residents based on current operational costs increasing by CPI and our current asset management plan.



Matt Sammut
Councillor
Corporation of the Town of Erin

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5684 Trafalgar Rd. Hillsburgh, ON N0B 1Z0
www.erin.ca

Notice of Motion
(Set Up Meeting With EDO to Discuss Immediate Economic Challenges)

RESOLUTION

Resolution #

Moved By Councillor Matt Sammut

Seconded By

Be it resolved that Council hereby requests a meeting be set up to review strategies to address current economic challenges in Erin including store closures; vacant commercial properties, truck traffic, parking and cross-walk; buy-local programs; and vacant properties.



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