

Minutes of the Town of Erin Special Council Meeting

November 10, 2015

9:00 AM

Municipal Council Chamber

PRESENT:	Allan Alls	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
	Larry Wheeler	Financial Analyst
	Dan Callaghan	Fire Chief
	Graham Smith	Facility Manager
	Robyn Mulder	Economic Development Officer

1. Call to Order

Mayor Alls called the meeting to order.

2. Declaration of Pecuniary Interest

None.

3. Topics for Discussion

3.1 Director of Finance, Financial Analyst - Introduction to the Capital Plan and opening remarks

Financial Analyst, Larry Wheeler began by explaining that the Town is moving towards a 10 year capital plan, and also how items are added to the plan. Mr. Wheeler then presented the financial opportunities that exist to fund capital projects, as well as some strategic opportunities. All of which are options for Council to consider during decision making.

3.2 Roads Department

The Interim Roads Superintendent went through each item on the capital plan for his department, and explained all of the collaborative efforts that have taken place between departments as well as the County.

Council direction:

- Investigate the cost of hiring a Roads equipment mechanic vs current outside services, including any paperwork, tracking and administrative support
- Add Daniel Street drainage issue to the capital plan, associate cost, and follow up with Triton Engineering
- Move Station Street Rehabilitation (including bridge) to 2017

- Gather additional information on the bridges rehabilitation report as far as how long the life of each asset would be extended if rehabilitation work was done.

3.3 General Government, Environmental, Planning

The CAO and Clerk presented the combined Administration and General Government capital plan items. Major Studies, IT software and hardware, as well as building upgrades as recommended through the operational review were discussed.

The CAO also presented the Environmental and Planning items. The Environmental Assessments, traffic study, and Official Plan were among the items discussed.

3.4 Recess for lunch - Noon

Council adjourned for 30 minutes and resumed the meeting at 12:40 PM

3.5 Building and Economic Development

The Building Department only had one item on the 5 year capital plan in regards to software to enable live updating of inspections.

The Economic Development capital plan includes trail projects, public washrooms, and a crosswalk for the Village of Erin.

Council directed the Economic Development Officer to investigate the crosswalk with the BIA, and to ask County staff for information.

3.6 Fire Department

Fire Chief, Dan Callaghan went through the capital plan projects for the Fire Department. Mr. Callaghan also explained the challenges with invoicing Hydro for calls related to Hydro Poles. A discussion surrounding the benefits of maintaining tanker and shuttle accreditation versus replacing equipment also took place.

3.7 Recreation, Parks

Facility Manager, Graham Smith went through the various projects on the capital plan for recreation facilities as well as parks. The Town will also be working on a recreation master plan in 2017.

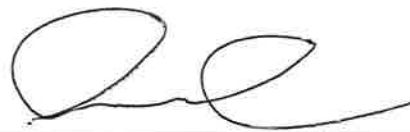
3.8 Director of Finance, Financial Analyst - Financial discussion and closing remarks

The Director of Finance, Sharon Marshall presented Council with a proposed scenario on 2016 capital funding (sources and tax commitments), including some suggestions for deferral. Ms. Marshall also presented the debt balances and debt servicing payments proposed for the 2016 budget, as well as the 2016 tax impacts of the proposed 2016 capital plan (budget).

Council scheduled the next meeting for November 23, 2015 at 6:00 PM.

4. Adjournment

The meeting was adjourned at 3:50 PM.



Mayor Allan Alls



Clerk Dina Lundy