



## Minutes of the Regular Town of Erin Council Meeting

February 2, 2016

1:00 pm

Municipal Council Chamber

<b>PRESENT</b>	<b>John Brennan</b> <b>Matt Sammut</b> <b>Rob Smith</b> <b>Jeff Duncan</b>	<b>Acting Mayor</b> <b>Councillor</b> <b>Councillor</b> <b>Councillor</b>
<b>ABSENT:</b>	<b>Allan Alls</b>	<b>Mayor</b>
<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b> <b>Dina Lundy</b> <b>Sharon Marshall</b> <b>Larry Wheeler</b> <b>Sara McDougall</b> <b>Joe Babin</b> <b>Dave Knight</b> <b>Carol House</b>	<b>CAO/Town Manager</b> <b>Clerk</b> <b>Director of Finance</b> <b>Financial Analyst</b> <b>Compliance Administrator</b> <b>Interim Water Superintendent</b> <b>Interim Road Superintendent</b> <b>Chief Building Official</b>

### 1. Call to Order

Acting Mayor Brennan called the meeting to order.

### 2. Approval of Agenda

#### Resolution # 16-025

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

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

-Interim Road Superintendent Report - 2016 Loader Tender Results

-Councillor Duncan - New Business

**Carried**

### 3. Public Question Period

*Roy Val:*

Re: Triton Correspondence - Of the 6 firms that submitted letters of interest for the water/wastewater EA, which 2 were excluded from the RFP and why?

We can give the rationale behind the selection, but will not disclose the individual reasons or criteria that were not met.

*Anna Spiteri:*

Re: By-law officer article in the local news - Will Council revisit this discussion in open session? What is the criteria for going into closed session?

The discussion will take place in open session as Council directed previously. Closed session requirements are listed in the Municipal Act.

Re: Budget

Will moving senior staff to salary be looked at during this year's budget?

Not for this year.

**4. Declaration Pecuniary Interest**

None.

**5. Community Announcements**

Feb 8 - Putting a price on local food networking lunch - Guelph Eramosa

Feb 15 - Rotary Club's Annual Family Fun Day at Centre 2000

Feb 17 - Fast Forward - 2016 ECO Film Festival

Feb 20 - Cadets' Lasagna Dinner - Tickets at the Legion/Brighten Up

Feb 20 - Chef Michael Smith Book Signing at the Friendly Chef

Apr 23 - Celebrate Erin - Need your nominations!

Jun 11 - Village of Erin Doors Open - heritage event

For events listings and to have an event listed, please visit our website at [www.erin.ca/whats-on](http://www.erin.ca/whats-on)

**6. Adoption of Minutes**

**Resolution # 16-026**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

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

January 13, 2016 - Special Meeting - Operating Budget Draft 1

January 14, 2016 - Special Public Meeting - Growth and Development

January 19, 2016 - Regular Meeting

January 20, 2016 - Special Meeting - Operating Budget Draft 2

**Carried**

**7. Business Arising from the Minutes**

12.1 - Has an Acting Mayor been appointed in case of emergency?

The Town's emergency plan allows for each Council member to be called upon to fulfill this role should the need arise.

**8. Reports**

**8.6 Interim Road Superintendent - 2016 Tender Results – Loader, Rubber Tire, Tool Carrier**

This item was added during approval of the agenda.

The Interim Road Superintendent explained the timing of this report due to collaboration with the County, and the date of the closing of the tender.

**Resolution # 16-027 (verbal)**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Loader (Rubber Tire, Tool Carrier) Tender results;

**And that** Council accepts the bid of Strongco LP, Kitchener for the supply of a 2016 Case 621 Rubber Tire, Tool Carrier Loader for a purchase price of \$140,900 + HST;

**And further that** Council approves the remainder of the budget be used towards the purchase of a sweeper attachment for the Loader, for a total budget amount of \$150,000.

**Carried**

**8.1 Water**

**8.1.1 Compliance Administrator - 2015 Drinking Water Systems Annual Reports**

**Resolution # 16-028**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** council receives the 2015 Erin Drinking Water System Annual Report and the 2015 Hillsburgh Drinking Water System Annual Report.

**Carried**

**8.2 Finance**

**8.2.1 Deputy Treasurer - Approval of Accounts**

**Resolution # 16-029**

**Moved By** Councillor Smith

**Seconded By** Councillor Duncan

**Be it resolved that** Council receives the Deputy Treasurer's Report # 2016-2A on "Approval of Accounts".

**Carried**

**8.2.2 Financial Analyst - Small Communities Fund – 2nd Intake**

Council requested that a letter to the ministry be prepared regarding the evaluation of criteria for awarding funding. The Director of Finance will prepare a letter to be brought to the AMO Conference.

**Resolution # 16-030**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives report 2016- 01 'Small Communities Fund – 2<sup>nd</sup> Intake' as information.

**Carried**

### **8.3 Administration**

#### **8.3.1 Clerk - Advisory Committees – Terms of Reference**

Council directed a change to the Terms of Reference for Committees so that they are appointed yearly, rather than every four years with the Term of Council.

**Resolution # 16-031**

**Moved By** Councillor Smith

**Seconded By** Councillor Duncan

**Be it resolved that** Council receives the Clerk's report 2016-01C;

**And that** Council adopts the Terms of Reference as amended with this report for the following Committees:

LGHG – Let's Get Hillsburgh Growing

ESAC – Environmental & Sustainability Advisory Committee

TAC – Trails Advisory Committee

RAC – Recreation Advisory Committee

**And that** the Clerk prepare an advertisement in the local media for requests for letters of interest to fill vacancies on various committees;

**And further that** a discussion item be placed on the next agenda regarding what Council would like to see from Committees.

**Carried**

### **8.4 Mayor**

#### **8.4.1 Mayor Alls - Letter to Greenbelt Foundation requesting inclusion in publications**

**Resolution # 16-032**

**Moved By** Councillor Smith

**Seconded By** Councillor Duncan

**Whereas** The Town of Erin is supporting local tourism, rural/farm investment and experiences, bicycle and walking trails, heritage promotion, and environmental stewardship;

**Therefore be it resolved that** the Council of the Town of Erin formally endorses Mayor Allan Alls letter of January 19, 2016 and wishes to express its desire to build a framework to partner with the Friends of the Greenbelt Foundation.

**Carried**

### **8.5 Committees**

#### **8.5.1 Let's Get Hillsburgh Growing - November 19, December 4, and December 7, 2015 meeting minutes**

**Resolution # 16-033**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives the LGHG Committee November 19, December 4, and December 7, 2015 meeting minutes.

**Carried**

**8.5.2 BIA - December 3, 2015 meeting minutes**

**Resolution # 16-034**

**Moved By** Councillor Sammut

**Seconded By** Councillor Duncan

**Be it resolved that** Council receives the BIA December 3, 2015 meeting minutes.

**Carried**

**8.5.3 Appoint Committee Members - Hillsburgh Outdoor Rink Committee**

**Resolution # 16-035**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council hereby appoints the following members to the 2016 Hillsburgh Outdoor Rink Committee:

Jim McKinley

Doug Smith

Martin Hassenbach

Councillor Duncan

**Carried**

**8.5.4 Committee of Adjustment - November and December 2015, and January 2016 Minutes**

**Resolution # 16-036**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Committee of Adjustment meeting minutes for applications A10-15, A11-15, A12-15, A13-15, and A14-15.

**Carried**

**9. Correspondence**

**Resolution # 16-037**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives correspondence items 9.1 to 9.4.

**Carried**

**9.1 Activity List**

Direction to staff to inquire with Rogers as to whether they would be interested in broadcasting our Council meetings, and add discussion on a future agenda to see whether Council wishes to pursue broadcasting Council meetings.

**10. New Business**

Added during approval of the agenda.

Councillor Duncan wished to discuss the use of ERINinfo. Discussion ensued regarding the pros and challenges of using our emergency notification system for more routine/promotional messages.

**11. Closed Session**

**Resolution # 16-038**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council adjourns the meeting to proceed into a closed session at the hour of 2:48 PM to discuss the matter(s) pertaining to:

- personal matters about an identifiable individual, including municipal or local board employees (HR Matter);
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (By-law, Notice);

**Carried**

**12. Return from Closed Session**

**12.1 Motion to Reconvene**

**Resolution # 16-039**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** the meeting be reconvened at the hour of 3:29 PM.

**Carried**

**12.2 Report Out**

None.

**13. By-Laws**

**Resolution # 16-040**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** By-Law number 16-07 (confirming) is hereby passed.

**Carried**

**14. Notice of Motion**

None.

**15. Adjournment**

**Resolution # 16-041**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** the meeting be adjourned at the hour of 3:31 PM.

**Carried**

  
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**Acting Mayor John Brennan**

  
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**Clerk Dina Lundy**