



## Minutes of the Regular Town of Erin Council Meeting

May 17, 2016

6:30 pm

Municipal Council Chamber

### PRESENT

Allan Aills

John Brennan

Matt Sammut

Rob Smith

Jeff Duncan

Mayor

Councillor

Councillor

Councillor

Councillor

### STAFF PRESENT: Kathryn Ironmonger

Dina Lundy

Sharon Marshall

Larry Wheeler

Robyn Mulder

Carol House

Dan Callaghan

CAO/Town Manager

Clerk

Director of Finance

Financial Analyst

Economic Development Officer

Chief Building Official

Fire Chief

### 1. Call to Order

Mayor Aills called the meeting to order.

### 2. Approval of Agenda

**Resolution # 16-208**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** the agenda be approved as circulated.

**Carried**

### 3. Declaration Pecuniary Interest

None.

### 4. Community Announcements

Mayor Aills announced that this is Director of Finance, Sharon Marshall's last meeting before her retirement from the Town after over 30 years of dedicated service. Each Council member spoke about their experiences with Sharon over the time they have known her. She will be greatly missed by all.

Sharon Marshall thanked Council for their kind words and introduced her family who is in attendance today. She thanked staff, Committee members, and Council members past and present that she has worked with over the years.

Mayor Aills congratulated Len Papp, Chief Fire Prevention Officer for achieving the Certified Municipal Manager III Fire Prevention Professional designation through the Ontario Municipal Management Institute.

Mayor Aills introduced and welcomed Nicola Davies, the Town's new Municipal Law Enforcement Officer.

**4.1 Transition Erin - Garden for Erin Public School**

Councillor Brennan wanted to recognize Transition Erin and the teachers and volunteers at Erin Public School for their community contribution building vegetable gardens at the school for the students to learn how to grow their own food. This is a wonderful example of community involvement.

EWFHT - free workshops

May 24-June 4 - Erin Auto Recyclers 7th Annual Tire Take Back Event benefiting the Sunshine Foundation

May 27 - Century Church Theatre - The Second Time Around

May 28 - Village of Erin Summer Celebration

May 28 - "We are ONE" Music Festival - Erin Fairgrounds

May 29 - Walk for Dog Guides

June 2-5 - Hillsburgh Firefighters - Annual Garage Sale at the Hillsburgh Community Centre

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

**5. Adoption of Minutes**

**Resolution # 16-209**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby adopts the following meeting minutes as amended to add a statement regarding posting a complaint process on the town website;

May 3, 2016 Regular Meeting

**Carried**

**6. Business Arising from the Minutes**

**6.1 Councillor Duncan - May 3, 2016 Notice of Motions**

**Resolution # 16-210**

**Moved By** Councillor Duncan

**Seconded By** Councillor Brennan

**Be it resolved that** Council direct staff (including the Town's County Planning Staff) to proceed with the preparation of a standalone Town of Erin Official Plan Amendment (OPA). This OPA is to allow for the implementation of Town wide Community Improvement Plan (CIP) policies. The CIP initiatives can then be budgeted for during the fall/winter of 2016 and be in place for use by the municipality and public for the 2017 tax year.

**Carried**

The following motion moved by Councillor Duncan and seconded by Councillor Brennan, was presented to Council:

That Council direct staff (including the Town's County Planning Staff) to proceed with the coordination of a meeting to review the potential options of 'fast tracking' development in Hillsburgh in advance of the two year EA

process. The meeting would include the School Board, local developers, Town and County staff. It would review the serious low enrollment situation with the Hillsburgh public elementary school and possible policies and initiatives to deal with the situation.

Following Council discussion, the motion was withdrawn by Councillor Duncan.

**7. Delegations/Petitions/Presentations**

**7.1 Hillsburgh Lions Club - Requesting funds for replacement of structure**

Donna Muir gave Council a history on the structure in Heritage Park, how it was built, and what the structure is used for, such as the annual tree lighting ceremony.

Doug Smith also shared thoughts on the park's use and informed Council that the Lions Club would like to oversee the project of building a new structure in the park. The Lions Club is asking Council to dedicate \$35,000 to the project.

Council directed the Manager of Parks and Recreation Facilities to work with the Lions Club, and report back to present options to Council.

**7.2 Giovanni Gambino, Gamco Holdings - Requesting relief from letter of credit requirement**

Mr. Gambino explained his history with business in the Town, and the reasons for which he is seeking relief regarding the 125% securities required for the site plan.

**Resolution # 16-211**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council receives the delegation from Giovanni Gambino regarding a request for relief from the requirement of a letter of credit for a development application;

**And that** Council hereby grants a reduction of securities required for this application for 44 Erin Park Drive only after the by-law has been amended to reflect a change in the amount of securities required for these applications.

**Carried**

**8. Reports**

**8.1 Building/Planning/By-Law**

**8.1.1 Director of Planning, Gary Cousins - Animal Control By-law**

**Resolution # 16-212**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the report from Gary Cousins, County of Wellington Director of Planning & Development regarding Animal Control By-law 13-34;

**And that** Council directs staff move forward with Option 1 as stated in the report.

**Carried**

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

**Resolution # 16-213**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives Building Department Building Activity Report dated May 17, 2016 for information.

**Carried**

**8.1.3 Chief Building Official - Demolition Report – 5318 Wellington County Road 125**

**Resolution # 16-214**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receives Building Department Demolition Report, dated May 17, 2016, regarding the application for demolition permit to demolish 2 single residential dwelling located at 5318 Wellington County Road 125, Town of Erin, Assessment Roll No. 23 16 000 005 06400 0000

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

**Carried**

**8.1.4 Chief Building Official - Site Plan Control – Securities Reduction Recommendation**

Council directed the CBO to bring back an amended by-law requiring 100% off-site securities and 50% on-site securities.

**Resolution # 16-215**

**Moved By** Councillor Sammut

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receives staff report, regarding the reduction in securities for site plan control application in the Town of Erin;

**And that** Council hereby considers the reduction in securities and advise which option would be best for future applications in the Town of Erin.

**Carried**

**8.2 Fire and Emergency Services**

**8.2.1 Fire Chief - Monthly Fire Report - March 2016**

**Resolution # 16-216**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council hereby receives the Fire Chief's monthly report for March 2016.

**Carried**

**8.3 Recreation**

**8.3.1 Facilities Manger - Arena Cladding Painting Hillsburgh and Erin Community Centres**

**Resolution # 16-217**

**Moved By** Councillor Duncan

**Seconded By** Councillor Sammut

**Be it resolved that** Council accepts the quotation from Cedarvale Painting in the amount of \$6,750 + HST for the painting of the exterior arena cladding at the Hillsburgh Community Centre;

**And that** Council accepts the quotation from Conrad Painting Limited in the amount of \$9,800 plus HST for the painting of the interior and exterior cladding at the Erin Community Centre.

**Carried**

**8.3.2 Facilities Manager - ECC Banquet Chairs**

**Resolution # 16-218**

**Moved By** Councillor Duncan

**Seconded By** Councillor Brennan

**Be it resolved that** Council accepts the quotation from Schoolhouse Products in the amount of \$14,358.75 + HST.

**Carried**

**8.3.3 Facilities Manager - HCC Condenser**

**Resolution # 16-219**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council accepts the J.L. Wilson & Sons Division of Carmichael Engineering Ltd. quote in the amount of \$38,090 + HST for replacement of the condenser at the Hillsburgh Community Centre;

**And that** Council accepts the additional recommendations from J.L. Wilson & Sons Division of Carmichael as listed:

1) Replacement of the discharge and condensate line pipework in the amount of \$2,720.00 plus HST

2) BaltiBond Corrosion Protection System in the amount of \$3,750.00 plus HST

For a total cost of \$44, 560.00 plus HST including extras.

**Carried**

**8.4 Finance**

**8.4.1 Deputy Treasurer - Approval of Accounts**

**Resolution # 16-220**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the Deputy Treasurer's Report #2016-5B on "Approval of Accounts".

**Carried**

**8.5 Administration**

**8.5.1 Economic Development Officer - Doors Open Erin**

**Resolution # 16-221**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the Town of Erin Council receives the Economic Development Officer's report on Doors Open Erin 2016 event.

**Carried**

**8.5.1 Integrity Commissioner - Report on Integrity Commissioners of Ontario Spring 2016 Meeting**

**Resolution # 16-222**

**Moved By** Councillor Smith

**Seconded By** Councillor Sammut

**Be it resolved that** Council receives the report on the Integrity Commissioners of Ontario Spring 2016 Meeting from the Town's Integrity Commissioner, Robert Williams.

**Carried**

**8.5.3 Clerk - Recording and Publishing Council Meetings**

**Resolution # 16-223**

**Moved By** Mayor Alls

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receives Recording and Publishing Council Meetings report dated May 17, 2016;

**And that** staff is directed to include the cost of publishing videos during the next budget process with retention of 90 days.

**Carried**

**8.6 Mayor's Report**

Mayor Alls reported some of his recent activities, including:

- April 26 - Day long media training
- April 28 - Riverwalk trail meeting with consultant
- May 2 - meeting with Anglican Church ladies

- May 9 - meeting with Gary Cousins and proponents for a development off 8th line
- May 9 - meeting with Adrianna Simard (Nestles) on survey
- May 9 - Erin Public School play - invited by students
- May 10 - meeting with Mayors of Puslinch and Centre Wellington, Guelph University, regarding southern Wellington County groundwater studies initiative
- May 11 - Equine Gala
- May 16 - Day long tour of County Assets starting at Wellington Terrace Seniors' Home
- Numerous other committee and staff meetings and responding to resident inquiries

## **8.7 Committees**

### **8.7.1 EEDC Appointment**

#### **Resolution # 16-224**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council appoints Mary-Kay Amos to the Erin Economic Development Committee.

**Carried**

### **8.7.2 BIA April 7, 2016 Meeting Minutes**

#### **Resolution # 16-225**

**Moved By** Councillor Sammut

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the BIA April 7, 2016 meeting minutes.

**Carried**

### **8.7.3 LGHG March 17, 2016 Meeting Minutes**

#### **Resolution # 16-226**

**Moved By** Councillor Sammut

**Seconded By** Councillor Brennan

**Be it resolved that** Council receives the LGHG March 17, 2016 meeting minutes.

**Carried**

### **8.7.4 TEHC March 21, 2016 Meeting Minutes**

#### **Resolution # 16-227**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the TEHC March 21, 2016 meeting minutes.

**Carried**

**9. New Business**

**9.1 Councillor Duncan - Zika Virus: Wellington-Dufferin-Guelph Public Health**

Councillor Duncan brought this forward to ask if staff could contact the Health Unit to inquire as to whether a more comprehensive education program will be brought to the public regarding the Zika Virus. The CAO agreed to inquire with the Health Unit.

**9.2 Councillor Duncan - Marijuana Dispensaries Regulations**

Councillor Duncan brought this topic forward to review what potential regulations we could have due to legislation. The CBO will begin looking into this and will come back to Council with a report at a future Council meeting.

**10. Correspondence**

**Resolution # 16-228**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council receives the correspondence items for information.

**Carried**

**10.5 Niagara Region - Resolution regarding Lyme Disease**

**Resolution # 16-229**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby supports the resolution passed by the Niagara Region Council at its meeting held April 28, 2016 regarding Lyme Disease.

**Carried**

**10.8 Association of Municipalities of Ontario - Call for Action to Support Fort McMurray**

**Resolution # 16-230**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** Council supports the Association of Municipalities of Ontario in its Call to Action to support Fort McMurray, Alberta, suffering from the effects of devastating wildfires and authorizes a contribution of \$1000.00.

**Carried**

**11. Closed Session**

**Resolution # 16-231**

**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 9:30 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:



(b) personal matters about an identifiable individual, including municipal or local board employees; Director of Finance recommendation.

**Carried**

**12. Return from Closed Session**

**12.1 Motion to Reconvene**

**Resolution # 16-232**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** the meeting be reconvened at the hour of 9:58 PM.

**Carried**

**12.2 Report Out**

**Resolution # 16-233**

**Moved By** Councillor Smith

**Seconded By** Councillor Brennan

**Be it resolved that** Council directs the CAO to negotiate with a qualified individual for the position of Director of Finance.

**Carried**

**13. By-Laws**

**Resolution # 16-234**

**Moved By** Councillor Duncan

**Seconded By** Councillor Smith

**Be it resolved that** By-Law numbers 16–30 to 16-32 inclusive, are hereby passed.

**Carried**

**14. Notice of Motion**

None.

**15. Adjournment**

**Resolution # 16-235**

**Moved By** Councillor Brennan

**Seconded By** Councillor Smith

**Be it resolved that** the meeting be adjourned at the hour of 10:13 PM.

**Carried**



**Mayor Allan Ails**



**Clerk Dina Lundy**