



Minutes of the Regular Town of Erin Council Meeting

October 20, 2015

6:30 pm

Municipal Council Chamber

PRESENT

Allan Alls
Matt Sammut
Rob Smith
Jeff Duncan

Mayor
Councillor
Councillor
Councillor

ABSENT:

John Brennan

Councillor

STAFF PRESENT: Kathryn Ironmonger

Dina Lundy
Sharon Marshall
Larry Wheeler
Andrew Hartholt
Bob Cheetham

CAO/Town Manager
Clerk
Director of Finance
Financial Analyst
Chief Building Official
Economic Development
Coordinator

1. Call to Order

Mayor Alls called the meeting to order.

2. Approval of Agenda

Resolution # 15-391

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that the agenda be approved as circulated.

Carried

3. Public Question Period

Pauline Follett: When will the next public meeting for the SSMP occur?
Discussions are taking place with staff and consultants about when the next meeting will occur.

Anna Spiteri: Would Council consider establishing key committees and/or look at monthly standing committees?
The CAO and Economic Development Officer will be reviewing committees and will look at structure at that time.

Anna Spiteri: Would Council consider videotaping meetings?
There is cost associated with this, we will look into it.

4. Declaration Pecuniary Interest

Councillor Smith declared a pecuniary interest on item 10.1.3 due to financial dealings with the applicant.

5. Community Announcements

Oct 27 EWCS Fashion Show at David's Restaurant
Oct 29 TEHC WWI Open House at Town Hall 6:30pm
County Not for profit grant applications due by the end of November
For community events, please visit <http://www.erin.ca/whats-on/>

6. Adoption of Minutes

Resolution # 15-392

Moved By Councillor Duncan

Seconded By Councillor Smith

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

October 6, 2015 Regular Meeting
October 13, 2015 Special Meeting

Carried

7. Business Arising from the Minutes

None.

8. Accounts

Resolution # 15-393

Moved By Councillor Smith

Seconded By Councillor Duncan

Be it resolved that the accounts in the amount of \$325,459.91 be paid.

Carried

9. Delegations/Petitions/Presentations

**9.1 Michele Harris, Headwaters Tourism - Presentation, 2016-2019
Municipal Services Agreement**

Michele Harris gave an overview of the roles and functions in tourism, including the role of Headwaters Tourism as a Destination Marketing Organization (DMO). Ms. Harris went on to explain the benefits to the Headwaters region and the Town of Erin, and the marketing strategies that are used to attract tourism to the area. The municipal services agreement was then presented to Council for consideration.

Resolution # 15-394

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that Council receives the presentation of Michele Harris, Executive Director of Headwaters Tourism;

And that Council approves the Municipal Services Agreement from January 1, 2016 to December 31, 2019 with Headwaters Tourism;

And further that Council authorizes the Mayor and CAO to sign said agreement.

Carried

10. Reports

10.1 Building/Planning/By-Law

**10.1.1 Gary Cousins, Director Of Planning - Angelstone Farms
2015 Review**

Resolution # 15-395

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council receives the Angelstone Farms 2015 Review report from Gary Cousins, Director of Planning for the County of Wellington.

Carried

**10.1.2 Chief Building Official - Third Quarter Report– July 2015 -
September 2015**

Resolution # 15-396

Moved By Councillor Duncan

Seconded By Mayor Alls

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

Carried

10.1.4 Chief Building Official - Building Permit Activity Report

Resolution # 15-397

Moved By Councillor Smith

Seconded By Councillor Sammut

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

Carried

**10.1.3 Chief Building Official - Conditional Site Plan Approval, D15-
SP03-15 32 Pioneer Drive**

Councillor Smith left Council Chambers.

Resolution # 15-398

Moved By Councillor Duncan

Seconded By Councillor Sammut

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.

Carried

Councillor Smith returned.

10.2 Roads

10.2.1 Interim Road Superintendent - 2015-16 Winter Snow Plowing and Removal Contracts

Resolution # 15-399

Moved By Councillor Duncan

Seconded By Councillor Smith

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

Part 1a (Centre 2000) to Pro Landscaping for \$193.00 per event

Part 2a (Erin Firehall) to Pro Landscaping for \$82.00 per event

Part 2b (Hillsburgh Firehall) to Pro Landscaping for \$73.00 per event

Part 3a (Glendevon Pumphouse) to Mr. Markus for \$ 38.00 per event

Part 3b (Hillsburgh Heights Pumphouse) to Mr. Markus for \$43.00 per event

Part 3c (Well #7) to Mr. Markus for \$43.00 per event

Part 3d (Well #8) to Mr. Markus for \$34.00 per event

Part 3e (Water Tower Road) to Mr. Markus for \$165.00 per event

Part 3f (former Erin Hydro Building) to Pro Landscaping \$78.00 per event

Part 4a (Hillsburgh Medical Clinic) to for Pro Landscaping for \$48.00 per event

Part 5a (MacMillan Park parking lot) to Pro Landscaping for \$90.00 per event

Part 5b (Young Street) to Pro Landscaping for \$34.00 per event

Part 5c (Charles Street) to Pro Landscaping for \$68.00 per event

Part 5d (William Street) to Pro Landscaping for \$78.00 per event

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.

Carried

10.3 Finance

10.3.1 Director of Finance - Revised Community Support Grant Policy

Resolution # 15-400

Moved By Councillor Sammut

Seconded By Councillor Smith

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

Carried

10.3.2 Director of Finance - 2015 Third Quarter Financial Report

Resolution # 15-401

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that Council receives the 3rd Quarter Financial Report for information.

Carried

10.4 Administration

10.4.1 Clerk - Flag Policy Review and Research

Resolution # 15-402

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that Council receives the report on flag policy review and research for information.

Carried

10.4.2 Councillor Duncan - Motion regarding flying sports flags

Resolution # 15-403

Moved By Councillor Duncan

Seconded By Councillor Smith

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.

Defeated

11. Correspondence

Resolution # 15-404

Moved By Councillor Sammut

Seconded By Councillor Smith

Be it resolved that Council receives correspondence items 11.1 to 11.3 for information.

Carried

11.1 Activity List

Add to list:

- Circulation of BMA study
- Review of possible users for the former Erin Public School

12. Closed Session

Resolution # 15-405

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 8:26 pm to discuss the matter(s) pertaining to:

- 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, lease)

Carried

13. Return from Closed Session

13.1 Motion to Reconvene

Resolution # 15-406

Moved By Councillor Smith

Seconded By Councillor Duncan

Be it resolved that the meeting be reconvened at the hour of 10:07 pm.

Carried

13.2 Report Out - None.

10. Reports

10.3 Finance

10.3.3 Financial Analyst - FIT 4 Solar – Centre 2000

Resolution # 15-407

Moved By Councillor Duncan

Seconded By Councillor Sammut

Be It Resolved that Council of the Town of Erin hereby receives Report 2015- 12 'FIT 4 Solar – Centre 2000, Risk Review' as information;

And that Council supports the proposed rooftop lease agreement subject to solicitor recommendations and adjustments.

Carried

14. By-Laws

Resolution # 15-408

Moved By Councillor Sammut

Seconded By Councillor Duncan

Be it resolved that By-Law numbers 15 – 41 to 15 - 43 inclusive, are hereby passed.

Carried

15. Notice of Motion

15.1 Councillor Sammut - Finance Report

The following motion will be moved by Councillor Sammut at the next meeting:

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.

15.2 Councillor Sammut - Meeting with EDO

The following motion will be moved by Councillor Sammut at the next meeting:

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.

16. Adjournment


Resolution # 15-409

Moved By Councillor Smith

Seconded By Councillor Sammut

Be it resolved that the meeting be adjourned at the hour of 10:13pm

Carried



Mayor Allan Alls



Clerk Dina Lundy