



**TOWN OF ERIN**  
**Special Council Meeting**  
**AGENDA**

**November 21, 2019**

**7:30 PM**

**Municipal Council Chamber**

Pages

1. Call to Order
2. Approval of Agenda
3. Declaration of Pecuniary Interest
4. Topics for Discussion
  - 4.1 1st Draft 2020 Budget & 2021-2023 Forecasts - Corporate Services,  
Economic Development, Planning, Fire & Emergency Services 1 - 7
    - 4.1.1 Public Consultation
5. By-law 8
  - Confirming
6. Adjournment

# 1<sup>st</sup> Draft 2020 Budget & 2021 TO 2023 FORECASTS

November 21, 2019

# Resource Requests

#	Program	Description	Strategic Goal	Priority #	2020		2021		2022		2023	
					O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost
1	Corporate	Public education campaign on reduction of single use plastics	Growth Management	1	C	\$ 2,000	C	\$ 2,000	C	\$ 2,000	C	\$ 2,000
2	Corporate	Obtain financing with grant applications for the proposed wastewater servicing system (Water Life Cycle Reserve)	Growth Management	1	O	\$ 50,000						
3	Corporate	Conclude a financing agreements for the wastewater servicing project. (Water Life Cycle Reserve)	Growth Management	1	O	\$ 50,000						
4	Corporate	Undertake a Development Charges By-law update incorporating the cost of wastewater and water environmental assessments. (90% funded by Development Charges)	Growth Management	1	O	\$ 75,000					C	\$130,000
5	Corporate	Cybersecurity review to determine weaknesses and vulnerabilities within a digital network.	Service Excellence and Good Governance	1	O	\$ 7,000						

# Resource Requests

#	Program	Description	Strategic Goal	Priority #	2020		2021		2022		2023	
					O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost
6	Economic Development	Support the integration of innovation and support services and programs at a hub to drive business creation, growth and scaling for early stage ventures, providing shared office space, broadband access, and meeting and seminar space	Business Creation, Entrepreneurship and Innovation	1	O	\$ 5,000	O	\$ 10,000	O	\$ 15,000	O	\$ 20,000
7	Economic Development	To foster the further development of the Town's tourism capacity, experiences, collaborations, infrastructure, and the external marketing partnerships with Headwaters Tourism and Central Counties Tourism. Budget of \$17k would be re-purposed towards this project.	Tourism	1	C	\$ -						
8	Economic Development	Continue to provide washroom facilities at McMillan Park through out the busy tourist season to alleviate the lack of public washroom facilities in the downtown Village of Erin.	Tourism	1	O	\$ 5,000	O	\$ 5,000	O	\$ 5,000	O	\$ 5,000
9	Economic Development	Regularly review the effectiveness of the Town's Community Improvement Program (CIP) and whether modifications may be appropriate. Promote and administer the (CIP)	A New Era of Managed Growth:	1	O	\$ 40,000	O	\$ 50,000	O	\$ 50,000	O	\$ 50,000

# Resource Requests

#	Program	Description	Strategic Goal	Priority #	2020		2021		2022		2023	
					O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost
10	Planning	Senior Planner (funded from Planning Fees)	Growth Management	1	C	\$130,000						
11	Planning	Review and amend the Official Plan to implement the Growth Management Strategy. (90% funded by Development Charges)	Growth Management	1	O	\$ 70,000						
12	Planning	Update the development standards manual (engineering)	Growth Management	1	O	\$ 25,000						
13	Planning	Create architectural design guidelines	Growth Management	1	O	\$ 50,000						
14	Planning	Review and amend community design guidelines	Growth Management	1	O	\$ 50,000						
15	Planning	Review and amend the Zoning By-law for urban standards (Savings if Town Planner is hired)	Growth Management	1			O	\$ 80,000				
16	Planning	Site Control Plan	Growth Management	1			O	\$ 50,000				

# Resource Requests

#	Program	Description	Strategic Goal	Priority #	2020		2021		2022		2023	
					O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost	O or C *	Project Cost
17	Fire & Emergency Services	Fire - volunteers recruitment costs	Service Excellence and Good Governance	1	O	\$ 20,000			O	\$ 20,000		
18	Fire & Emergency Services	Fire Masterplan that will provide strategies to meet demand of fire and emergency services due to growth with risk assessment. (90% funded by Development Charges)	Growth Management	1	O	\$100,000						
19	Fire & Emergency Services	Fire Fighters uniforms (2 Resource Requests)	Service Excellence and Good Governance	1	O	\$ 50,000	C	\$ 5,000	C	\$ 5,000	C	\$ 5,000
20	Fire & Emergency Services	Fire Vehicle Reserve contributions	Investment in Community Assets	1	C	\$ 50,000	C	\$100,000	C	\$100,000	C	\$100,000

# Recommended Capital Projects

Project Description	Priority #	2020 Recommended	2021 Recommended	2022 Recommended	2023 Recommended
<b>GENERAL GOVERNMENT</b>					
Energy and water conservation projects per Energy Audit	3	22,000			
Electronic Data Records Management System	1	80,000			
Server hardware replacement	1		30,000	-	
Parking lot paving and other repairs and maintenance at Townhall	2	-	33,100		73,000
Upgrade and existing Windows 2012 Servers with current Microsoft released versions	1	-		15,000	
Upgrade Microsoft Office across network	1	-			21,500
<b>General Government - Totals</b>		<b>102,000</b>	<b>63,100</b>	<b>15,000</b>	<b>94,500</b>
<b>FIRE &amp; EMERGENCY</b>					
Hose Cache	1	20,000	20,000		
1990 Tanker 57 replacement	1	450,000			
Rescue Truck Replacement (2)	1		320,000	-	
Energy savings projects (LED conversions, programmable thermostats, motion controlled light switches)	3	20,000		30,000	
Thermal imaging camera	1	15,000			
Building Condition Assessment recommendations for Erin and Hillsburgh Stations	3	11,200			
Building Condition Assessment recommendations for Erin Fire Station	2		111,600	17,200	67,100
Building Condition Assessment recommendations for Hillsburgh Fire Station					27,500
Tanker 58 Replacement	1		-	-	450,000
Rescue Gear Washer & Dryer	2			30,000	
<b>Fire Dept - Totals</b>		<b>516,200</b>	<b>451,600</b>	<b>77,200</b>	<b>544,600</b>

# Questions?





## THE CORPORATION OF THE TOWN OF ERIN

### By-Law # 19 – 55

#### A By-law to confirm the proceedings of Council at its Special Meeting held November 21<sup>st</sup> 2019

**Whereas**, Section 5, Subsection 1 of the *Municipal Act*, being Chapter 25 of the Statutes of Ontario, 2001, the powers of a municipal corporation are to be exercised by its Council;

**And Whereas**, Section 5, and Subsection 3 of the *Municipal Act* the powers of every Council are to be exercised by By-Law;

**And Whereas**, it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Erin at its meeting held **November 21<sup>st</sup> 2019** be confirmed and adopted by By-Law;

#### The Council of the Corporation of the Town of Erin Enacts as Follows:

1. That the action of the Council at its Regular Meeting held on **November 21<sup>st</sup> 2019** in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Town to all such documents.
3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter of thing referred to in subsection 65 (1) of the **Ontario Municipal Board Act**, R.S.O. 1990, Chapter 0.28, shall not take effect until the approval of the Ontario Municipal Board with respect thereto, required under such subsection, has been obtained.
4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with **Environmental Assessment Act**, R.S.O. 1990, Chapter E.18.

**Passed in open Council on November 21<sup>st</sup> 2019.**

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**Mayor, Allan Ails**

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**Clerk, Lisa Campion**