



TOWN OF ERIN  
Special Council Meeting  
AGENDA

December 16, 2021

1:00 PM

Municipal Council Chamber

Pages

1. **Call to Order**
2. **Approval of the Agenda**
3. **Declaration Pecuniary Interest**
4. **Closed Session**

Matters under the following exemptions in the Municipal Act S. 239 (2) :  
(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

- 4.1. **Return from Closed Session**
  - 4.1.1. **Motion to Reconvene**
  - 4.1.2. **Report Out**

5. **Delegations/Petitions/Presentations**

- 5.1. **Adrienne Simard on Behalf of Blue Triton Brands** 1 - 2

6. **Public Meetings**

- 6.1. **Official Plan Amendment to Implement Interim Growth Management Requirements for the Town of Erin, Statutory Public Meeting** 3 - 19

7. **Reports**

- 7.1. **Corporate Services**
  - 7.1.1. **Finance**
    - 7.1.1.1. **2022 Final Budget and 2023-2025 Budget Forecasts** 20 - 71
  - 7.2. **Community Services**
    - 7.2.1. **Fire & Emergency Services**

7.2.1.1.	Emergency Management Committee Structure Update	72 - 73
7.2.1.2.	2021 Annual Emergency Management Programme Report	74 - 84
7.2.2.	Building /Planning & Enforcement	
7.2.2.1.	Road Dedication By-law	85 - 89
7.3.	Infrastructure Services	
7.3.1.	Parks & Recreation	
7.3.1.1.	Barbour Field and Hillsburgh Community Centre Feasibility Studies	90 - 108
8.	<b>By-Law</b>	109 - 127
	2022 Budget By-law	
	Road Dedication	
	Confirming	
9.	<b>Adjournment</b>	

# **Delegation to Council**

**December 16, 2021**

**Adrienne Simard on Behalf of Blue Triton  
Brands**

# BLUETRITON BRANDS UPDATE



- Erin Permit Number 4788-C5TJTZ
  - Expiry on November 15, 2026
  - Authorized Permitted rate – 204 GPM
  - Monitoring requirements
  - Low water response plan
  - Website requirements
  - Annual stakeholder technical meeting
- Community Benefit Fund



# Town of Erin

## Corporate Report

<b>Department:</b>	Community Services	<b>Report Number:</b>	PD2021-35
<b>Business Unit:</b>	Planning	<b>Meeting Date:</b>	12/16/2021
<b>Presented/ Prepared By:</b>	Elizabeth Howson, Macaulay Shiomi Howson Ltd.		

### Subject

**Official Plan Amendment to Implement Interim Growth Management Requirements for the Town of Erin, Statutory Public Meeting**

### Recommendation

**Be it resolved that** Council hereby receive report number PD2021-35 “*Official Plan Amendment to Implement Interim Growth Management Requirements for the Town of Erin, Public Meeting*” for information.

### Highlights

Reports PD2021-22 and PD2021-33 presented at the October 19, 2021 and December 7, 2021 Council meetings, respectively, outlined the background to the requirement for the Town to prepare an Official Plan Interim Growth Management Amendment.

A draft Official Plan Amendment was prepared and attached to the reports. The Amendment was designed to address the requirements of the OPA 99 Settlement Agreement and the Special Policy 3.5.1 of the County Official Plan - specifically confirmation of future growth in each of Hillsburgh and Erin and updated growth management policies.

Since the release of the draft Official Plan Amendment and considering questions raised by Council, however, further review of the projected population with the Town’s consultants has been carried out. Through the review process it was determined that the forecast provided should reflect provision for employment as well as population, and that it should clarify that the projection is for additional growth over and above the existing population, including intensification and greenfield development. In addition, given the financial arrangements for the construction of the sewage plant, it was determined that the population and employment forecasts will be achieved no later than 2041 rather than 2051. The draft Amendment has been revised to reflect these changes.

## Background

Wellington County Council adopted County Official Plan Amendment 99 (OPA 99) in 2016 to implement Amendment No. 2 to the Growth Plan for the Greater Golden Horseshoe, 2006 (Growth Plan 2006). This Amendment introduced a new Schedule 3 allocating growth forecasts to affected municipalities to 2041. Owners of development lands in Erin appealed the growth policies of OPA 99.

A settlement was reached between the Appellants, the County and the Town which states, among other matters: “Amendments to the Town’s official plan will be required to confirm future growth in each of Hillsburgh and Erin to 2036 and 2041 and to update its official plan policies regarding growth management, including policies to guide the appropriate timing, phasing, servicing, location and financing of such growth.”

Special Policy 3.5.1 of the County of Wellington Official Plan implements the direction in the OPA 99 settlement. It states: “Table 7 provides forecasted growth for the Town of Erin. The 2036 and 2041 Population and Household growth forecasts for Hillsburgh and Erin Urban Centres combined are provided as ranges to recognize the Town of Erin is in the process of determining its future potential to accommodate growth on municipal water and wastewater services in the two Urban Centres.....The Town is currently conducting Class Environmental Assessments for municipal water and wastewater servicing and is undertaking associated public consultation. Upon completion of these Class EA processes, Town Council will take the necessary steps to determine the appropriate amount of growth within the ranges set out in Table 7 for each of Hillsburgh and Erin to 2036 and 2041...” However, it should be noted that the policy continues to say “so long as those growth forecasts are within the ranges in Table 7, no further amendment to this Plan will be required.”

The Town’s Official Plan has not been updated and only reflects forecasts to 2031. Further, the Town’s Official Plan states “The Servicing and Settlement Master Plan must be completed and approved before any major development is permitted. The Study will be undertaken by the Town in consultation with the County and Credit Valley Conservation Authority. The master plan will be implemented by an amendment to the Official Plan for the Town of Erin.” This is found in Section 3.6.6, Urban Areas - Special Policy of the Town’s Official Plan. It should be noted that the Study was completed in 2014, although further work was carried out by the Town through the Class EA which provides for additional population and employment growth.

The Amendment has been prepared ahead of the results of the County’s current municipal comprehensive review and new Official Plan at the direction of the County of Wellington who feel that these matters need to be addressed immediately as a basis for assessing new development in the Urban Centres, instead of waiting for the results of the County’s ongoing review process which will provide updated population and employment forecasts for the Town. This direction has been reinforced by the release of the proposed Wellington County Official Plan Amendment No. 119 (Proposed County OPA 119), Municipal Comprehensive Review for public review which does not update the current growth projections which provide forecasts only to 2041.

With respect to growth management, the only reference in the Settlement Agreement is “to update its official plan policies regarding growth management, including policies to

guide the appropriate timing, phasing, servicing, location and financing of such growth.” The Growth Management Strategy prepared for the Town by Dillon Consulting does include fourteen recommended Official Plan policy directions. However, a review has indicated that implementation of the majority of the recommendations is premature outside of a comprehensive review of the Official Plan which cannot commence until the completion of the ongoing County of Wellington Official Plan review. Further, implementation of the recommendations is not necessary to address the OPA 99 Settlement Agreement and Special Policy 3.5.1 of the County Official Plan with respect to the current specific amendments directed by the County.

## **Analysis**

### **Town of Erin Future Growth**

The OPA 99 Settlement Agreement and the County Official Plan direction requires the Town to amend its Official Plan “to confirm future growth in each of Hillsburgh and Erin to 2036 and 2041 within the ranges in the County Official Plan”. Currently the County is in the process of updating their population and employment projections to 2051 in conformity with A Place to Grow: Growth Plan for the Greater Golden Horseshoe, Office Consolidation 2020 (Growth Plan 2020). However, with the release of Proposed County OPA 119 on November 4, 2021, it has become apparent that that process is not as far advanced as expected. Further, review with the Town’s consultants have identified that, given the financial arrangements for the construction of the sewage plant, it is anticipated that the current population and employment forecasts will be achieved no later than 2041, rather than 2051. Through the review process it was also determined that the forecast provided should reflect provision for employment as well as population, and that it should clarify that the projection is for growth including intensification and greenfield development is in addition to existing development. The draft Amendment has been revised to reflect these changes.

The County Official Plan recognizes the potential that there may be a need to amend the County Plan to implement the required growth forecasts for the Town as it provides that there will be no need for further amendments if the projections fall in the County’s ranges. This wording leaves the potential open that if the projections to 2041 based on the results of the class environmental assessments do not fall in the current ranges that situation can be addressed through an amendment. This is appropriate as the forecasts should reflect the best available information to inform the public, other stakeholders and agencies who require this information to make planning decisions including planning for infrastructure related to transportation, stormwater management, services and community facilities, to support projected growth.

Therefore, in keeping with the direction of Town Council in Resolution 19-360, December 3, 2019, “that the County be requested to allocate sufficient population to the Town of Erin to facilitate development of both the Preferred Options and the Addendum Options”, it is proposed to amend the Town’s Official Plan to incorporate population and employment projections which reflect the capacity of the sewage treatment plant and when the development utilizing that capacity is anticipated to occur. Further, the amendment, as required by the County Official Plan, will identify how the future growth

will be allocated between the Hillsburgh and Erin Urban Centres.

The projections and allocation take into account the results of the Class Environmental Assessments for municipal wastewater servicing, as well as water, which have now been completed by the Town. The wastewater servicing Environmental Assessment (EA) is the key document which identifies the potential for new greenfield development and intensification in the two Urban Centres, while also recognizing provision for servicing existing development. That EA has identified a total of approximately 4,470 Single Detached Equivalent's (SDE's) for all new development including intensification (i.e., residential, commercial, employment and infill/intensification) which results in the following allocation for population growth:

Residential SDEs	Growth	Existing	Total Residential
Erin	2,534	1,051	3,585
Hillsburgh	1,587	474	2,061
<b>Total</b>	<b>4,121</b>	<b>1,525</b>	<b>5,646</b>

The potential for population related development is generally distributed between Hillsburgh and Erin on a 38%/62% basis. It is appropriate to allocate future population growth on this same proportionate basis between the two Urban Centres and the Official Plan amendment is based on this principle. With respect to projected population this will result in a total population, assuming 2.8 people per unit (ppu) by 2041 of 5,770 in Hillsburgh and 10,038 in Erin with a total for both of +/- 15,808.

With respect to employment, Work At Home (WAH) and No Fixed Place of Work (NFPW) employment, which reflect approximately 30% of total employment, is accounted for in the residential SDEs. This leaves a projected employment of 2,128 to be accommodated by 346 SDEs allocated for employment lands. The majority of this employment (+/-88%) would be located in the Erin Urban Centre.

### **Growth Management**

The County OPA 99 Settlement Agreement states in item 4 "Amendments to the Town's official plan will be required .... to update its official plan policies regarding growth management, including policies to guide the appropriate timing, phasing, servicing, location and financing of such growth." This direction, which requires an update of the Official Plan, recognizes that the current Plan already provides a good growth management framework. This is found in particular in Official Plan Section 2.3, Growth Strategy; Section 3.5.3, Monitoring; Section 3.6, Municipal Services; and Section 3.6.6 Urban Areas – Special Policy. Updates to reflect the introduction of municipal services to the Urban Areas and the phasing of the services and related development build on the existing policy directions. Any further updates such as those proposed in the Growth Management Strategy prepared for the Town by Dillon Consulting will require

further study and analysis and should form part of a comprehensive review of the Official Plan once the County new Official Plan is approved.

### Public Consultation and Agency Comments

As prescribed by regulation under the *Planning Act*, a notice of the Public Meeting was placed in the November 25, 2021 edition of the Wellington Advertiser. Notice was also posted on the Town's website under "Current Development Applications".

To date, comments have been received from the following agencies:

Agency	Comments
Credit Valley Conservation Authority (CVC)	<p>CVC staff have reviewed the draft OPA and generally have no comments however clarity is requested on the following statement under the proposed Section 3.6.6. Urban Areas – Special Policy:</p> <p>"Projects which would result in improved environmental protection or benefit may also be considered in conjunction with the conservation authority."</p> <p>Please clarify the intent of this statement and what is meant by 'projects'.</p> <p>Aside from the above comment, we have no concerns with the proposed OPA as drafted.</p>
Grand River Conservation Authority (GRCA)	<p>The GRCA has no objection to the proposed Official Plan Amendment 13. We note that the directions are specific to areas outside the GRCA watershed.</p>

To date, the following written comments have been received from the public:

Public	Comments
Mattamy Corporation	<p>We have reviewed the report and proposed OPA included in the Council report going to Council today and just wanted some clarification on second paragraph of item 2.18 on page 6 (page 10 of the pdf) which states:</p> <p>"Until such time as the Town establishes a sewage treatment facility Council will only support development on individual private systems for minor redevelopment and infilling proposals such as a single detached dwelling on small vacant lots....."</p> <p>I don't believe this is the intent but I read this to say that the Town cannot approve draft plans until the treatment facility is established – it could be interpreted that established means built.</p>

	Comments
	<p>We want to ensure staff can process and Council can approve development applications while the facility is underway and under construction.</p> <p>As a suggestion for consideration, to add clarify could a statement such as the below be added in the policy:</p> <p>"Until such time as the sewage treatment facility is constructed and operational, the Town will accept and process applications for draft plan of subdivision and zoning by-law amendment subject to a draft plan of subdivision condition which requires operation of the sewage treatment {sic} facility prior to registration."</p>

No additional comments have been received to date.

### **NEXT STEPS**

The public meeting for this proposed amendment is scheduled for December 16, 2021, in order to present the proposal to the community and obtain public input.

All comments received will be noted and used as input to a Recommendation Planning Report for a subsequent meeting of Council.

### **Strategic Pillar**

Growth Management

### **Financial Impact**

No adverse impacts on the Town's finances associated with the proposed recommendation.

### **Conclusion**

That this Public Meeting Report regarding an Official Plan Amendment to Implement Interim Growth Management Requirements for the Town of Erin be received for information.

### **Attachments**

Appendix A: Draft Official Plan amendment

Elizabeth Howson

Planning Consultant

Nathan Hyde

Chief Administrative Officer



## THE CORPORATION OF THE TOWN OF ERIN

### OFFICIAL PLAN AMENDMENT NO. 13

(Hillsburgh and Erin Urban Centres Distribution and Growth Management,  
Town of Erin, County of Wellington)

\_\_\_\_\_ **2021**



## THE CORPORATION OF THE TOWN OF ERIN

### BY-LAW No. 2021-xxx

**A By-law to adopt an amendment to the Official  
Plan of the Town of Erin – Official Plan  
Amendment No. 13 – Hillsburgh and Erin Urban  
Centres Distribution and Growth Management  
Town of Erin**

The Official Plan for the Corporation of the Town of Erin is amended as follows:

1. The text attached hereto as Part Two is adopted as an amendment to the Official Plan for the Corporation of the Town of Erin; and,

**Approved** \_\_\_\_\_, 2021

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**AMENDMENT NO. 13  
TO THE OFFICIAL PLAN OF THE TOWN OF ERIN**

**INDEX**

<b>STATEMENT OF COMPONENTS</b>	<b>i</b>
 <b>PART ONE - INTRODUCTION</b>	 <b>1</b>
1.0 Purpose	1
2.0 Location	1
3.0 Basis	1
 <b>PART TWO - THE AMENDMENT</b>	 <b>3</b>
1.0 Purpose	3
2.0 The Amendment	3
3.0 Implementation and Interpretation	7
 <b>THE APPENDICES</b>	

**STATEMENT OF COMPONENTS**

PART ONE - INTRODUCTION is included for information purposes and is not an operative part of this Official Plan Amendment.

PART TWO - THE AMENDMENT, consisting of the text attached hereto, is an operative part of this Official Plan Amendment.

THE APPENDICES are not an operative part of this Official Plan Amendment.

## **PART ONE - INTRODUCTION**

### **1. PURPOSE**

To amend the provisions of the Official Plan of the Town of Erin (Town of Erin Official Plan 2021) as required by the County of Wellington Official Plan Amendment 99 Settlement Agreement, and the County of Wellington Official Plan, to confirm future growth in each of the Hillsburgh and Erin Urban Centres on a proportionate basis to 2041. The proposed amendment also updates the Official Plan polices regarding growth management, to reflect the introduction of municipal services to the Urban Areas and the direction regarding the phasing of the services and related development builds on the existing policy directions.

### **2. LOCATION**

This Amendment applies to all lands in the Town of Erin, County of Wellington.

### **3. BASIS**

Wellington County Council adopted County Official Plan Amendment 99 (OPA 99) in 2016 to implement Amendment No. 2 to the Growth Plan for the Greater Golden Horseshoe (Growth Plan 2006), 2006. This Amendment introduced a new Schedule 3 allocating growth forecasts to affected municipalities to 2041. Owners of development lands in Erin appealed the growth policies of OPA 99.

A settlement was reached between the Appellants, the County and the Town which states, among other matters: "Amendments to the Town's official plan will be required to confirm future growth in each of Hillsburgh and Erin to 2036 and 2041 and to update its official plan policies regarding growth management, including policies to guide the appropriate timing, phasing, servicing, location and financing of such growth."

Special Policy 3.5.1 of the County of Wellington Official Plan implements the direction in the OPA 99 settlement. It states: "Table 7 provides forecasted growth for the Town of Erin. The 2036 and 2041 Population and Household growth forecasts for Hillsburgh and Erin Urban Centres combined are provided as ranges to recognize the Town of Erin is in the process of determining its future potential to accommodate growth on municipal water and wastewater services in the two Urban Centres.....The Town is currently conducting Class Environmental Assessments for municipal water and wastewater servicing and is undertaking associated public consultation. Upon completion of these Class EA processes, Town Council will take the necessary steps to determine the appropriate amount of growth within the ranges set out in Table 7 for each of Hillsburgh and Erin to 2036 and 2041..."

An Official Plan Amendment is required designed to address the requirements of the OPA 99 Settlement Agreement and the Special Policy 3.5.1 of the County Official Plan - specifically confirmation of future growth in each of Hillsburgh and Erin to 2041 and updated growth management policies. The Amendment has been prepared ahead of the results of the County's current municipal comprehensive review and new Official Plan at the direction of the County of Wellington who feel that these matters need to be addressed immediately as a basis for assessing new development in the Urban Centres, instead of waiting for the results of the County's ongoing review process.

The Official Plan Amendment does not, however, reflect the precise direction in the referenced documents – which is that future growth in each of Hillsburgh and Erin be established to 2036 and 2041 in accordance with the forecasted growth for the Town in Table 7 of the County of Wellington Official Plan. Rather the Amendment establishes a forecasted population and employment for the two Urban Centres which is based on the projected capacity of the sewage plant now that it has been established through completion of the Environmental Assessment (EA) which population and employment is anticipated to be achieved no later than 2041.

With respect to the growth management policies, the amendment also updates the Official Plan policies regarding growth management, to reflect the introduction of municipal services to the Urban Areas and the direction regarding the phasing of the services and related development builds on the existing policy directions.

Once the County municipal comprehensive review and new Official Plan is complete, the Town will undertake a comprehensive review of their Official Plan to bring it into conformity with the Growth Plan and the new County Plan, as well as to reflect current Town initiatives.

## **PART TWO - THE AMENDMENT**

## 1. PURPOSE

To amend the provisions of the Official Plan of the Town of Erin (Town of Erin Official Plan 2021) as required by the County of Wellington Official Plan Amendment 99 Settlement Agreement, and the County of Wellington Official Plan, to confirm future growth in each of the Hillsburgh and Erin Urban Centres on a proportionate basis to 2041. The proposed amendment also updates the Official Plan policies regarding growth management, to reflect the introduction of municipal services to the Urban Areas and the direction regarding the phasing of the services and related development builds on the existing policy directions.

## 2. THE AMENDMENT

The Official Plan of the Town of Erin is hereby amended as follows:

- 2.1 By deleting the term “2031” in the second paragraph of Section 1.1, General, and replacing it with the term “2041”.

- 2.2 By deleting the second sentence of Section 1.3, Relationships with the County of Wellington Official Plan, “The County of Wellington amendment to include policies of the Provincial Greenbelt Plan is forthcoming.” and replacing it with the following:

“The County of Wellington Official Plan has been amended to include policies of the Provincial Greenbelt Plan.”

- 2.3 By deleting the following reference to the County Plan:  
“( <https://www.wellington.ca/en/resident-services/pl-landusepolicies.aspx#Wellington-County-Official-Plan> )”

at the end of the Section 1.3, Relationships with the County of Wellington Official Plan, and replacing it with the following sentence:

“The County Official Plan is also required to be amended to conform with A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan). The Town of Erin Official Plan will require further amendment to conform to the Growth Plan and the amended County Official Plan.”

- 2.4 By deleting the last sentence, “Municipal sanitary sewage disposal is not available in any part of the Town.” from Section 2.1, Introduction.
- 2.5 By deleting the phrases “consisting of primarily single detached dwellings,” and “given the lack of municipal sewers” in Section 2.2.2 a) Residential Growth.

- 2.6 By adding the following at the end of the first paragraph of Section 2.3.1, Relationship to the County Growth Strategy, after the phrase “overall growth strategy”:

“including any updates to the County Official Plan to conform with A Place to Grow: Growth Plan for the Greater Golden Horseshoe, Office Consolidation 2020”.

- 2.7 By adding to the third sentence of Section 2.3.1, Relationship to the County Growth Strategy, the phrase “as of 2021” after the phrase “The County growth strategy”.

- 2.8 By deleting Section 2.3.2, Current County Growth Forecast and replacing it with the following:

**“2.3.2 Current County Growth and Urban Centre Forecast**

Projected growth for the Town of Erin to 2041 is found in Table 7 of the County of Wellington Official Plan. Table 1 updates those projections for population and employment for the Urban Centres of Hillsburgh and Erin. Table 1 also provides direction with respect to the appropriate allocation of growth to each of Hillsburgh and Erin. The allocation of growth is proportionate and reflects the results of the Town’s Class Environmental Assessments for municipal water and wastewater service in conformity with the direction in Section 3.5.1 of the County Official Plan.

The County’s growth forecast is under review by the County in conformity with the Growth Plan 2020 and will be updated by the County for the Town in its entirety through an amendment(s) to the County Plan to 2051. Once the County Plan is approved by the Province, Table 1 will be amended to reflect the adjusted projected population and employment for the Town in its entirety.

**Table 1 Hillsburgh and Erin Urban Centre Projected 2041 Population and Employment**

<b>Hillsburgh and Erin Urban Centres</b>	<b>2041</b>
<i>Projected Additional Population Growth</i>	11,540
<i>Allocation between Hillsburgh and Erin Urban Centres</i>	Approximately 38% of any new population assigned to the Urban Centres will be allocated to the Hillsburgh Urban Centre and 62% will be allocated to the Erin Urban Centre

<b>Hillsburgh and Erin Urban Centres</b>	<b>2041</b>
<i>Projected Additional Employment Land Related Growth</i>	2,128
<i>Allocation between the Hillsburgh and Erin Urban Centres</i>	The majority of the projected additional employment land related growth will be allocated to the Erin Urban Centre - +/- 88%

“

- 2.9 Delete the phrase “and the lack of municipal sewage treatment” at the end of the first sentence of Section 3.5.1 Variety of Housing.
- 2.10 Delete the phrase “until such time as municipal wastewater servicing is provided” at the end of the second sentence of Section 3.5.4 Affordable Housing.
- 2.11 Delete the phrase “this constraint and” in the third sentence of Section 3.5.4 Affordable Housing after the word “Given”.
- 2.12 Delete the phrase “once municipal sewage service is available” at the end of Section 3.5.5 a) Residential Intensification.
- 2.13 Delete the phrase “subject to the appropriate levels of servicing, after the phrase “In Greenfield areas,” in the first paragraph of Section 3.5.6. Greenfield Housing and add the phrase “particularly in areas with full municipal services,” after the phrase “a broader mix of housing,”.
- 2.14 Add the phrase “or the lot has full municipal sewer and water services” at the end of Section 3.5.8 f) Accessory Garden Suite.
- 2.15 Delete the portion of the first sentence of Section 3.6.1 after the word “recognizing” - “there are not municipal sanitary sewage systems in the municipality” - and replace it with the following:
- “municipal sanitary sewage and water systems are only planned for the Hillsburgh and Erin Urban Centres.”
- 2.16 Add the word “sewage” after the phrase “Infrastructure such as roads” in Section 3.6.3, c) General Policies.

- 2.17 Delete Section 2.6.4, Extension of Services and replace it with the following:

**“3.6.4 Extension of Services**

The Erin and Hillsburgh Urban Centres have municipal water service systems and a planned municipal sanitary sewage system. New development will be required to connect to the municipal water and sewage systems, wherever feasible. It is the intention of the Town, over time and where practical to provide municipal water and sewage service from the Town’s central systems to all lands within the designated Urban Centres or any approved expansion of those Urban Centres.

However, the Town recognizes that not all parts of the Urban Centres currently have access to municipal water or sewage services, where no municipal service is available to small vacant lots within the urban areas limited development such as a single detached dwelling, may be permitted on individual private services on vacant lots where in compliance with the provisions of the Zoning By-law.

Where, and as, local municipal services become available along property boundaries, adjacent owners shall connect to municipal services and decommission any existing wells and septic tanks. Adjacent owners may be subject to service area charges.”

- 2.18 Delete the first four paragraphs of Section 3.6.5 Sanitary Sewage Treatment and replace them with the following:

**“3.6.5 Sanitary Sewage Treatment**

At the present time there are no municipal sanitary sewage facilities in the Town of Erin. All sanitary sewage treatment is by individual private systems. However, a sewage treatment system is planned and once constructed all major new development shall be required to connect to the system.

Until such time as the Town establishes a sewage treatment facility Council will only support development on individual private systems for minor redevelopment and infilling proposals such as a single detached dwelling on small vacant lots. Such proposals must be accompanied by detailed hydrogeologic and geotechnical assessments that have been deemed acceptable to Council in consultation with the other approval agencies. These studies must demonstrate the viability of the development on individual services and demonstrate that the proposed development will not result in an unacceptable level of impact on ground and surface water resources.

Consideration may be given by the Town to approving communal sanitary sewage systems to accommodate new development outside the Urban Centres, where it is demonstrated to the satisfaction of the Town that the proposed communal system is technically sound and financially feasible.

Site specific multi-lot or multi-unit development applications outside the Urban Centres relying on communal or individual servicing systems will be required to undertake an assessment of the viability of all reasonable servicing options and an assessment of the impact of the proposed means of servicing on ground and surface water. Consideration will be given to the policies of Section 11.2 of the County Official Plan.”

- 2.19 Delete Section 3.6.6 Urban Areas – Special Policy and replace it with the following:

**“3.6.6 Urban Areas - Special Policy**

Implementation of the Class Environmental Assessments through the construction of new or expansion of municipal water or wastewater systems are to serve growth in a manner that supports achievement of the intensification target and density target and the projected population.

The Town, may, in its Official Plan identify new land use designations but these designations will not be implemented through further planning approvals until the review of site specific planning applications is completed and approved. The Town shall phase development based on availability of municipal water and sewage services in the Urban Areas.

Projects which would result in improved environmental protection or benefit may also be considered in conjunction with the conservation authority.”

**3. IMPLEMENTATION AND INTERPRETATION**

This Official Plan Amendment shall be implemented and interpreted in accordance with the implementation and interpretation provisions set out in the Amendment and the relevant sections of the Official Plan.



# Town of Erin

## Corporate Report

<b>Department:</b>	Corporate Services	<b>Report Number:</b>	F2021-17
<b>Business Unit:</b>	Finance	<b>Meeting Date:</b>	12/16/2021
<b>Presented/ Prepared By:</b>	Oliver Gob, Director of Finance & Treasurer		

### Subject

**Final Draft 2022 Budget and 2023 – 2025 Forecasts**

### Recommendation

**Be it resolved that** Council hereby receive report number F2021-17 “*Final Draft 2022 Budget and 2023 – 2025 Forecasts*” for information;

**And that** Council hereby adopt the proposed 2022 Budget By-law in Appendix C as presented;

**And that** Council recognize the proposed 2023 to 2025 Forecasts;

**And that** Council direct staff to allocate \$7,500 from the Nestle Community Grant to fund Orton Community Centre repairs.

### Background

The 2<sup>nd</sup> Draft 2022 Budget and 2023 – 2025 Forecasts was presented to Council on December 7<sup>th</sup> 2021. A telephone Town Hall was held on November 20<sup>th</sup> 2021 to promote community engagement in the budgeting process. Furthermore, a Budget Survey was available on the Town’s website to illicit resident feedback for the budget process. 211 residents completed the survey. A key theme highlighted in the survey was that residents wanted to see more investment in Roads and Parks & Recreation.

### Discussion

Final Draft 2022 budget have resulted in Net Program cost increase of \$77.6k or 1.1% over the 2021 Net Program budget.

Capital Projects identified and recommended for 2022 include:

- Hillsburgh Community Centre
- Bridge 5 (2nd Line South Erin)
- Surface Treatment Program
- Wastewater Treatment Plant
- Wastewater Collection System
- Tandem Axle Snow Plow
- Tractor replacement
- Replace GMC Sierra 2500 Pick-up Truck
- Backhoe Loader

- Trailer Replacement (Unit 54)
- Energy Conservation Projects
- Water Meter Replacement
- Water Capital Equipment
- Electronic Messaging Sign

To balance the 2022 budget and fund the Capital Project requests that require funding from taxation, a tax rate increase of 2.9% and a draw from the tax stabilization reserve of \$196.5k has been proposed.

## **Strategic Pillar**

Service Excellence & Good Governance

## **Financial Impact**

The Final Draft 2022 Operating Budget recommend a tax rate increase of 2.9% or \$223k increase in total town tax levy which is well below the current rate of inflation. Recognition of the 2023 to 2025 Forecasts provide a future outlook of the cost pressures. These forecasts are expected to be revised during their respective budget processes to reflect changes in the economy, asset management plan and Council priorities.

## **Conclusion**

That Council receive and approve the Final Draft 2022 Budget and recognize the 2023 – 2025 Forecasts and that the 2022 Budget By-Law be adopted as amended.

## **Attachments**

Appendix A – Advisory Committees 2022 Budget Submissions

Appendix B – Final Draft 2022 Budget and 2023 to 2025 Forecasts by Program

Appendix C – 2022 – Budget By-Law

Schedule A – Final Draft 2022 Budget and 2023 to 2025 Forecasts

Schedule B – 2022 to 2025 Capital Requests

Schedule C – 2022 – 2024 Reserves and Reserve Funds

Oliver Gob

Director of Finance & Treasurer

Nathan Hyde

Chief Administrative Officer



DRAFT

## 2022 Plan

Note

this is a proposed framework created by the 2021 committee  
for consideration by the 2022 committee

## Committee Members- 2021

Jay Mowat - Chair

Cathy Aylard - Co-Chair

John Brennan

Abel Page

Ashlee Zelek

Jen Edwards

Jonathan Harris

Jenna Livingston

Martin Rudd

Kathryn Billingsley



## GOAL

To provide advice and assist Council through the office of the Chief Administrative Officer (CAO/Town Manager) on matters associated with the environment and sustainability within the community.

## PRINCIPLES

- A commitment to enhancing the quality of life for all residents
- A commitment to fostering a greater appreciation for the environment and sustainability within the Town of Erin
- A commitment to collaboration and partnership to achieve common objectives

## MANDATE

To provide advice to Council through the office of the Chief Administrative Officer (CAO) on a range of environmental and sustainability issues including but not limited to:

- To initiate and provide advice with respect to Town properties best suited for multifaceted environmental conservation practices within the Town of Erin;
- To provide advice as to how sustainable environmental practices may be achieved through the adoption of appropriate municipal policies;
- To establish criteria for the evaluation of public facilities being considered for environmental upgrades;
- To promote the awareness of the Town of Erin's practices, policies and procedures and activity, through publications, events, public speaking, displays, signage and plaques;

## TERMS OF REFERENCE

- To advise on relevant development, applications and funding opportunities that may be available for undertaking environmental upgrades and fostering greater appreciation for sustainable development within the Town;
- To report to Council through the office of the CAO/Town Manager on environmental project opportunities and long-term sustainable practices;
- Communicating, and collaborating where appropriate, with other Town of Erin staff and committees.



# Strategic Plan Alignment

Town of Erin - Strategic Plan			ESAC Activities 2022
Healthy Lifestyle and Vibrant Community			
Sustain and foster the Town's <b>unique, livable and nature-oriented charm</b> and sense of place.	1. Preserve and foster the unique lifestyle, <b>natural environment</b> , and varied community amenities which differentiate and attract attention to the Town	Adopt amendments to the Official Plan, By-laws and other community guidelines to favour characteristics which <b>distinguish the community, bring residents together</b> and make the Town of Erin a magnet for visitors	<b>Social Media - awareness and education</b>
			<b>Design Guidelines</b>
			<b>Rain Barrels - sales and education</b>
			<b>Turtle Signs - sales and education</b>
			<b>Environmental Award</b>
			<b>Earth Day - community cleanup</b>
			<b>World Environment Day</b>
			<b>Pollinator Garden</b>

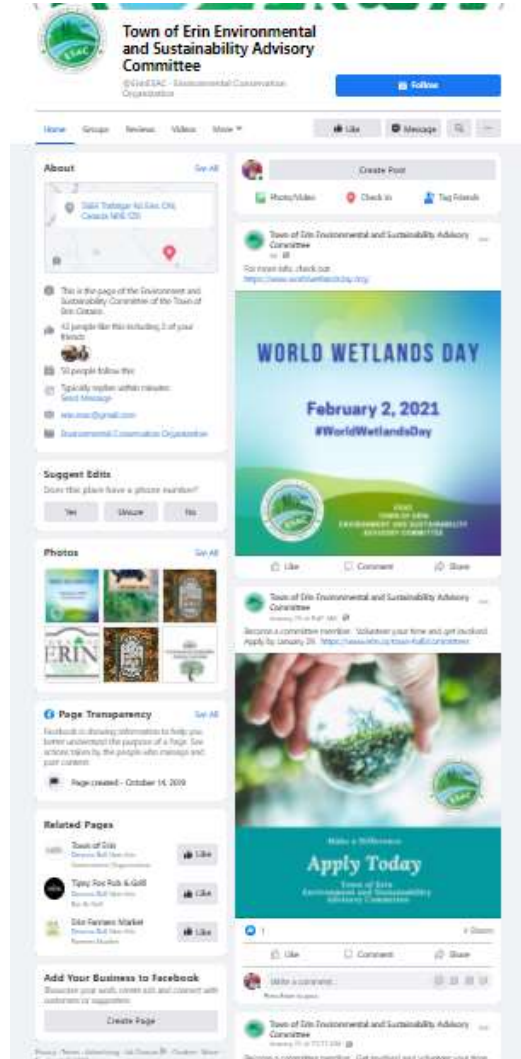


ESAC		2021	2022	Balance end of 2022
<b>Erin Enviromental and Sustainability Committee</b>				
<b>BUDGET - Town Financial Support</b>			\$2,000.00	
<b>EXPENSES</b>				
<b>Projects</b>				
Social Media			\$0.00	
Design Guidelines			\$0.00	
Rain Barrels	sales		\$0.00	
Turtle Signs	sales support		-\$500.00	
Environmental Award	award		-\$500.00	
	plaque		-\$500.00	
Earth Day - Community Cleanup	bin rental		-\$460.00	
	supplies		-\$200.00	
	promotion		-\$200.00	
World Environment Day	supplies		-\$300.00	
	promotion		-\$400.00	
Pollinator Garden			-\$701.00	
<b>Balance / Reserve</b>		<b>\$1,761.00</b>	<b>-\$1,761.00</b>	<b>\$0.00</b>

**2021 reserve will be applied to 2022 projects**



# Projects 2022



## Social Media

**2021**

Facebook - 114 followers  
Instagram – 188 followers

**2022**

continue with awareness

**Budget**

\$0



# Projects 2022

Integrate sustainability into the design of building, open space and infrastructure



The Town of Erin aspires to be a leader in environmental design, and development. The planning and design of the built environment should consider opportunities to incorporate features such as passive solar heating and cooling, Low Impact Development (LID) measures, minimizing run-off, maximizing on-site retention of stormwater and providing quality control, as well as, the use of permeable pavers, passive landscaping, and extra topsoil depth when designing open spaces.

Greening Opportunities



New developments and site improvements that heighten the level of "greenness" of the community through an enhanced tree canopy, landscaping additions and new planters that complement the natural and built environment.

## Design Guidelines

**2022**

Continue to be engaged in the implementation of the Design Guidelines.

Budget:  
\$0



# Projects 2022



## Rain Barrel Sales & Education

### 2021

purchased - 50

sold - 25

inventory - 36

### 2022

continue with sales and education

### Budget

non-profit sales



# Projects 2022



## Turtle Signs Sales & Education

### 2021

purchased - 100

sold - 50

inventory - 50

### 2022

continue with sales and education

### Budget

\$500 to support campaign



# Projects 2022



**WINNER**  
**Environmental Award - \$500**

Girls Who Code Club - Grade 7 & 8  
 St. John Brebeuf Catholic School

## Environment Award

**2021**

seven nominees

**2022**

continue with award with the addition of a plaque presentation on World Environment Day

## Budget

\$500 award

\$500 plaque - new for 2022



# Projects 2022

Sat July 24, 2021  
9 am to 12 noon

## Erin/Hillsburgh Community Clean Up



- Go to a station at Erin's Valumart or Hillsburgh's Victoria Park to get bags, gloves and snacks
- Collect trash and bring it to the Sanderson bin at Valumart or Foodland
- Get a raffle ticket for prizes!!
- Enjoy the BBQ
- Feel super about helping your community!

**ESAC is so grateful to our amazing local sponsors:**

Thank you Sanderson Disposal, Marc's Valumart, Hillsburgh Foodland, The Optimists, Leitch's Truck and Equipment Services, Erin Garden Club, Matt Henderson, Delights, Bistro Dupain, O'Connor Contracting, The Town of Erin, Amoretto's, Kennedy Custom Insulation, AAA Events, Naydo's Potatoes and the Busholme!

**TEENS CAN GET VOLUNTEER HOURS!!**

Meet Rocky the Environmental Pup from 9 to 10 at Valumart!

Great raffle prizes like Bistro  
Dupain \$50 gift cards!  
Busholme \$100! Erin T shirt!

## Earth Day – April 22, 2022 Community Clean-up

### 2021

excellent execution and participation, supported only by donations

### 2022

continue and grow

### Budget

bin rental - \$460

supplies - \$200

promotion - \$200



# Projects 2022



## World Environment Day – Sunday, June 5, 2022

### New Project for 2022

#### Suggested Activities

- Environment Award Ceremony
- Compost Donation
- Rain Barrel Sales
- Turtle Sign Sales
- Seminars
- Kid's Activities

#### Budget

- supplies - \$300
- promotion - \$400



# Projects 2022

## Pollinator Garden

Explore options to start the implementation of Phase 1

The focus will be on opportunities for habitat creation, passive recreation and education. The site is situated next to an area that supports a diversity of wildlife and enhancements to the property using native plants will make it more biodiverse and provide interest for those using the site. Explore options on how to create habitat for the benefit of local, regional and migratory wildlife.

Budget:  
\$700



---

**TOWN OF ERIN HERITAGE COMMITTEE**


---



---

**BUDGET CONSIDERATIONS 2022**


---



---

**BUDGET ALLOCATION**


---



---

<b>HERITAGE RESERVE AMOUNT</b>	<b>\$13,448.00</b>	<b>\$13,448.00</b>
--------------------------------	--------------------	--------------------

---

<b>ITEM</b>	<b>AMOUNT</b>
<b>CHO NEWS</b>	<b>\$100.00</b>
<b>ERIN FAIR BOOTH</b>	<b>\$300.00</b>
<b>DOORS OPEN ONTARIO</b>	<b>\$500.00</b>
<b>HERITAGE PLAQUE MARKETING</b>	<b>\$600.00</b>
<b>HERITAGE WALK BROCHURES (2)</b>	<b>\$1,000.00</b>
<b>TOTAL</b>	<b>\$2,500.00</b>

<b>HERITAGE RESERVE -TRIBUTE BENCH TO BE PAID FROM</b>	<b>\$2,412.55</b>
<b>RESERVE BALANCE</b>	<b>\$11,035.45</b>

In the past, Designation process has cost in the \$5000.00- \$6000.00 range.

We feel it would be prudent to have the reserves available as we approach the growth expected within the Town in the coming years.



**LGHG**  
**1st Draft 2022 Budget by GL Account**

	<b>2020</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>	<b>2022 vs</b>	
	<b>Actuals</b>	<b>Actuals</b>	<b>Total</b>	<b>Total</b>	<b>2021</b>	<b>%</b>
			<b>Budget</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance</b>
<b>Revenue</b>						
Other Revenue	4,171	4,110	6,100	7,250	1,150	(19%)
Inter Dept Revenue	9,238		10,000	4,500	(5,500)	55%
Trf from Reserves and Res Funds			6,400	8,900	2,500	(39%)
<b>Total Revenue</b>	<b>13,409</b>	<b>4,110</b>	<b>22,500</b>	<b>20,650</b>	<b>(1,850)</b>	<b>8%</b>
<b>Expenses</b>						
Supplies & Materials	5,621	7,545	13,400	10,650	(2,750)	(21%)
General Maintenance & Repairs	1,828	2,150	1,800	1,700	(100)	(6%)
Postage & Courier	125	90	3,700	600	(3,100)	(84%)
Other Expenses	5,834	377	3,600	7,700	4,100	114%
<b>Total Expenses</b>	<b>13,408</b>	<b>10,162</b>	<b>22,500</b>	<b>20,650</b>	<b>(1,850)</b>	<b>(8%)</b>

**2021 Actuals is up to September 30, 2021**

**Notes:**

1-Flowers for the Downtown have been paid by the Town for two years now

2-We are planning to finish the Winter Decoration project in 2022 that has been funded partly by the Nestle grant to the Town.

As we do not know if there is money available at this time we budgeted to take it from reserves.

<b><u>LGHG Budget for 2022</u></b>	<b><u>2021 Actual</u></b>	<b><u>2021 Actual</u></b>	<b><u>2022 Proposed</u></b>
<b><u>Revenue</u></b>			
Grant from town	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Family Fun Day	\$ 2,000.00		\$ 2,000.00
Decorating kits	\$ 4,000.00	\$ 3,740.00	\$ 4,000.00
Promotions		\$ 370.00	\$ 500.00
Tree Lighting sponsorship			\$ 250.00
Misc	\$ 500.00		\$ 500.00
Transfer from reserves	\$ 6,400.00		\$ 8,900.00
<b>Total</b>	<b>\$ 17,400.00</b>	<b>\$ 8,610.00</b>	<b>\$ 20,650.00</b>
<b><u>Expenditures</u></b>			
Parkette			
Memorial tree			
Office Supplies	\$ 500.00	\$ 127.00	\$ 500.00
Misc Supplies			
Family Fun Day	\$ 4,000.00	\$ 1,255.98	\$ 4,000.00
Decorating kits	\$ 2,000.00	\$ 1,176.00	\$ 2,000.00
Snowman contest	\$ 350.00	\$ 100.00	\$ 350.00
Tree Lighting			\$ 750.00
Metal sign painting etc	\$ 500.00	\$ 557.56	\$ 500.00
Daffodils	\$ 200.00		\$ 200.00
Welcome signs landscape	\$ 200.00		\$ 100.00
New business grant	\$ 250.00	\$ 150.00	\$ 300.00
Ross R Mackay	\$ 500.00	\$ 500.00	\$ 500.00
Donation to Everdale	\$ 150.00	\$ 150.00	\$ 300.00
Signs for the Trail	\$ 500.00		\$ 500.00
Promotions	\$ 500.00		\$ 500.00
Planters	\$ 3,600.00	\$ 1,628.38	
Century Church Grant	\$ 250.00	\$ 250.00	\$ 150.00
Community Bulletin Board	\$ 550.00	\$ 168.58	\$ 100.00
Tree Streetscape grant 10 x 50	\$ 500.00		\$ 500.00
Photo Archives	\$ 200.00		\$ 200.00
Remembrance Day banners	\$ 200.00		\$ 750.00
Community Support			\$ 200.00
Hillsburgh Memory Project			\$ 750.00
Grant to Special Friends			\$ 500.00
Snow Diamonds			\$ 6,000.00
Downtown Maintenance			\$ 1,000.00
<b>Total</b>			<b>\$ 20,650.00</b>



**Council**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Expenses</b>							
Labour Costs	160,600	164,502	3,902	2%	171,741	179,298	187,186
Other Expenses	24,500	24,990	490	2%	25,490	26,000	26,520
Audit, Insurance & Legal	4,500	4,590	90	2%	4,682	4,776	4,872
<b>Total Expenses</b>	<b>189,600</b>	<b>194,082</b>	<b>4,482</b>	<b>2%</b>	<b>201,913</b>	<b>210,074</b>	<b>218,578</b>
<b>Net Total</b>	<b>189,600</b>	<b>194,082</b>	<b>4,482</b>	<b>2%</b>	<b>201,913</b>	<b>210,074</b>	<b>218,578</b>



**Corporate Services**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Penalties & Interest	320,000	337,000	17,000	5%	343,740	350,615	357,627
Other Revenue	54,000	50,700	(3,300)	(6%)	51,714	52,749	53,803
Parks & Recreation Fees		12,500	12,500	0%	12,750	13,005	13,265
Interest Income	72,000	46,000	(26,000)	(36%)	46,920	47,858	48,815
Trf from Reserves and Res Funds		78,000	78,000				
<b>Total Revenue</b>	<b>446,000</b>	<b>524,200</b>	<b>78,200</b>	<b>(18%)</b>	<b>455,124</b>	<b>464,227</b>	<b>473,510</b>
<b>Expenses</b>							
Labour Costs	1,365,400	1,511,328	145,928	11%	1,577,827	1,647,223	1,719,686
Supplies & Materials	54,400	55,488	1,088	2%	56,596	57,727	58,881
Consulting	25,000	25,500	500	2%	26,010	26,530	27,060
Service Agreements	51,800	162,372	110,572	213%	53,827	55,035	56,205
General Maintenance & Repairs	15,000	15,300	300	2%	15,606	15,918	16,237
IT Services	124,700	127,194	2,494	2%	129,738	132,332	134,979
Postage & Courier	15,000	15,300	300	2%	15,606	15,918	16,236
Telephone & Cell Phones	11,700	11,926	226	2%	12,164	12,424	12,681
Hydro	13,300	13,566	266	2%	13,837	14,114	14,396
Natural Gas	4,300	4,386	86	2%	4,474	4,563	4,654
Advertising & Promo	16,500	16,830	330	2%	17,167	17,510	17,860
Other Expenses	59,300	60,486	1,186	2%	61,696	62,929	64,188
Contingency	8,100	8,262	162	2%	8,427	8,596	8,768
Audit, Insurance & Legal	117,500	119,850	2,350	2%	122,247	124,691	127,185
Trf to Res. and Res. Funds	35,000	35,700	700	2%	48,306	48,618	48,936
Inter Org Transfers	6,500	6,630	130	2%	6,763	6,898	7,036
<b>Total Expenses</b>	<b>1,923,500</b>	<b>2,190,118</b>	<b>266,618</b>	<b>14%</b>	<b>2,170,291</b>	<b>2,251,026</b>	<b>2,334,988</b>
<b>Net Total</b>	<b>1,477,500</b>	<b>1,665,918</b>	<b>188,418</b>	<b>13%</b>	<b>1,715,167</b>	<b>1,786,799</b>	<b>1,861,478</b>



**Economic Development**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Grants	25,000	25,000			25,000	25,000	25,000
Trf from Reserves and Res Funds	10,000	10,000			10,200	10,404	10,612
<b>Total Revenue</b>	<b>35,000</b>	<b>35,000</b>		0%	<b>35,200</b>	<b>35,404</b>	<b>35,612</b>
<b>Expenses</b>							
Labour Costs	121,800	151,142	29,342	24%	157,791	164,735	171,983
Supplies & Materials	3,500	3,570	70	2%	3,642	3,715	3,715
Service Agreements	5,000	5,100	100	2%	5,202	5,306	5,306
Economic Development Activities	70,300	71,706	1,406	2%	73,141	74,604	74,604
Advertising & Promo	17,100	17,442	342	2%	17,791	18,147	18,147
Other Expenses	45,600	45,712	112		46,627	47,560	48,392
Audit, Insurance & Legal	2,700	2,754	54	2%	2,809	2,865	2,865
<b>Total Expenses</b>	<b>266,000</b>	<b>297,426</b>	<b>31,426</b>	12%	<b>307,003</b>	<b>316,932</b>	<b>325,012</b>
<b>Net Total</b>	<b>231,000</b>	<b>262,426</b>	<b>31,426</b>	14%	<b>271,803</b>	<b>281,528</b>	<b>289,400</b>



**Modernization Grant**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Grants	182,373	121,169	(61,204)	(34%)			
<b>Total Revenue</b>	182,373	121,169	(61,204)	(34%)			
<b>Expenses</b>							
Consulting	182,373	121,169	(61,204)	(34%)			
<b>Total Expenses</b>	182,373	121,169	(61,204)	(34%)			
<b>Net Total</b>							



**Advisory Committees**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	6,100	7,250	1,150	(19%)	7,395	7,543	7,694
Inter Dept Revenue	10,000	9,000	(1,000)	10%	11,154	20,006	20,862
Trf from Reserves and Res Funds	8,100	14,808	6,708	(83%)	13,130	4,762	4,400
<b>Total Revenue</b>	<b>24,200</b>	<b>31,058</b>	<b>6,858</b>	<b>(28%)</b>	<b>31,679</b>	<b>32,311</b>	<b>32,956</b>
<b>Expenses</b>							
Supplies & Materials	13,400	16,211	2,811	21%	16,535	16,865	17,203
General Maintenance & Repairs	1,800	1,700	(100)	(6%)	1,734	1,769	1,804
Postage & Courier	3,700	600	(3,100)	(84%)	612	624	636
Advertising & Promo		700	700		714	728	742
Community Grants	20,000	20,400	400	2%	20,808	21,224	21,648
Other Expenses	15,500	22,251	6,751	44%	22,695	23,149	23,611
Trf to Res. and Res. Funds	2,700	2,754	54	2%	2,809	2,865	2,922
Inter Org Transfers	33,600	34,272	672	2%	34,957	35,656	36,369
<b>Total Expenses</b>	<b>90,700</b>	<b>98,888</b>	<b>8,188</b>	<b>9%</b>	<b>100,864</b>	<b>102,880</b>	<b>104,935</b>



**Building**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	9,500	9,500			9,690	9,884	10,082
Building Permits	350,000	350,000			357,000	364,140	371,423
Cost Recovery		63,092	63,092		21,990	30,169	38,852
<b>Total Revenue</b>	<b>359,500</b>	<b>422,592</b>	<b>63,092</b>	<b>18%</b>	<b>388,680</b>	<b>404,193</b>	<b>420,357</b>
<b>Expenses</b>							
Labour Costs	295,900	357,720	61,820	21%	322,513	336,703	351,518
Supplies & Materials	4,600	4,692	92	2%	4,785	4,879	4,977
Consulting	11,000	11,220	220	2%	11,444	11,673	11,906
Service Agreements	900	918	18	2%	936	955	974
IT Services	3,000	3,060	60	2%	3,121	3,184	3,247
Telephone & Cell Phones	1,500	1,530	30	2%	1,560	1,591	1,623
Vehicle Maintenance	2,000	2,040	40	2%	2,081	2,123	2,165
Advertising & Promo	500	510	10	2%	520	530	541
Other Expenses	5,800	5,916	116	2%	6,034	6,155	6,278
Audit, Insurance & Legal	4,600	4,692	92	2%	4,786	4,882	4,980
Trf to Res. and Res. Funds	29,700	30,294	594	2%	30,900	31,518	32,148
<b>Total Expenses</b>	<b>359,500</b>	<b>422,592</b>	<b>63,092</b>	<b>18%</b>	<b>388,680</b>	<b>404,193</b>	<b>420,357</b>
<b>Net Total</b>							



**Planning**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	107,000	107,000			107,000	107,000	107,000
Cost Recovery		497,472	497,472		509,927	522,884	536,366
Trf from Reserves and Res Funds	56,000	56,000			56,000	56,000	56,000
<b>Total Revenue</b>	<b>163,000</b>	<b>660,472</b>	<b>497,472</b>	<b>305%</b>	<b>672,927</b>	<b>685,884</b>	<b>699,366</b>
<b>Expenses</b>							
Labour Costs	42,100	241,060	198,960	473%	251,667	262,740	274,300
Supplies & Materials	800	816	16	2%	832	848	864
Consulting	240,500	398,910	158,410	66%	400,348	401,815	403,311
Service Agreements	8,700	8,874	174	2%	9,051	9,232	9,417
Advertising & Promo	4,000	4,080	80	2%	4,162	4,245	4,330
Other Expenses	2,500	2,550	50	2%	2,601	2,653	2,706
Audit, Insurance & Legal	2,800	2,856	56	2%	2,913	2,971	3,030
Inter Org Transfers	1,300	1,326	26	2%	1,353	1,380	1,408
<b>Total Expenses</b>	<b>302,700</b>	<b>660,472</b>	<b>357,772</b>	<b>118%</b>	<b>672,927</b>	<b>685,884</b>	<b>699,366</b>
<b>Net Total</b>	<b>139,700</b>	<b>0</b>	<b>(139,700)</b>	<b>(100%)</b>	<b>0</b>	<b>0</b>	<b>0</b>



**By-Law Enfor/Crossing Grds**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	19,600	19,600			19,992	20,391	20,799
Building Permits	3,500	3,500			3,570	3,642	3,715
<b>Total Revenue</b>	<b>23,100</b>	<b>23,100</b>		0%	<b>23,562</b>	<b>24,033</b>	<b>24,514</b>
<b>Expenses</b>							
Labour Costs	79,600	164,102	84,502	106%	171,322	178,860	186,730
Supplies & Materials	1,200	1,224	24	2%	1,248	1,272	1,297
Consulting	500	510	10	2%	520	530	541
Service Agreements	40,000	40,800	800	2%	41,616	42,448	43,297
Telephone & Cell Phones	600	612	12	2%	624	636	648
Vehicle Maintenance	500	510	10	2%	520	530	541
Other Expenses	1,900	1,938	38	2%	1,976	2,015	2,055
Audit, Insurance & Legal	10,800	11,016	216	2%	11,236	11,460	11,689
<b>Total Expenses</b>	<b>135,100</b>	<b>220,712</b>	<b>85,612</b>	<b>63%</b>	<b>229,062</b>	<b>237,751</b>	<b>246,798</b>
<b>Net Total</b>	<b>112,000</b>	<b>197,612</b>	<b>85,612</b>	<b>76%</b>	<b>205,500</b>	<b>213,718</b>	<b>222,284</b>



**Conservation Authorities**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Expenses</b>							
Conservation Authorities	170,400	173,808	3,408	2%	177,284	180,829	184,446
<b>Total Expenses</b>	170,400	173,808	3,408	2%	177,284	180,829	184,446
<b>Net Total</b>	170,400	173,808	3,408	2%	177,284	180,829	184,446



**Fire**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	36,200	38,400	2,200	6%	39,168	39,951	40,749
Fire & Emergency Fees	26,000	26,000		0%	26,520	27,050	27,591
Lease Revenue	25,800	28,200	2,400	9%	28,764	29,339	29,926
Other Agreements	70,000	70,000		0%	71,400	72,828	74,285
Trf from Reserves and Res Funds	187,000	49,297	(137,703)	(74%)	47,693	45,913	43,935
<b>Total Revenue</b>	<b>345,000</b>	<b>211,897</b>	<b>(133,103)</b>	<b>(39%)</b>	<b>213,545</b>	<b>215,081</b>	<b>216,486</b>
<b>Expenses</b>							
Labour Costs	493,600	515,318	21,718	4%	537,993	561,665	586,378
Supplies & Materials	40,900	41,718	818	2%	42,552	43,402	44,270
Equipment	13,000	13,260	260	2%	13,525	13,795	14,071
Service Agreements	53,800	54,876	1,076	2%	55,973	57,093	58,235
Winter Control	4,500	4,590	90	2%	4,681	4,775	4,870
General Maintenance & Repairs	15,000	15,300	300	2%	15,606	15,919	16,236
IT Services	2,000	2,040	40	2%	2,081	2,123	2,165
Postage & Courier	300	306	6	2%	312	318	324
Telephone & Cell Phones	6,200	6,324	124	2%	6,450	6,579	6,710
Hydro	18,000	18,360	360	2%	18,727	19,102	19,484
Natural Gas	10,000	10,200	200	2%	10,404	10,612	10,824
Fuel	5,000	5,100	100	2%	5,202	5,306	5,412
Vehicle Maintenance	41,500	42,330	830	2%	43,177	44,041	44,920
Advertising & Promo	3,000	3,060	60	2%	3,121	3,183	3,247
Community Grants	3,000	3,060	60	2%	3,122	3,184	3,248
Other Expenses	50,000	51,000	1,000	2%	87,020	53,061	89,121
Audit, Insurance & Legal	34,900	35,598	698	2%	36,310	37,036	37,776
Debt Servicing	271,700	49,277	(222,423)	(82%)	47,693	45,913	43,935
Trf to Res. and Res. Funds	100,000	102,000	2,000	2%	104,040	106,120	108,242
<b>Total Expenses</b>	<b>1,166,400</b>	<b>973,717</b>	<b>(192,683)</b>	<b>(17%)</b>	<b>1,037,989</b>	<b>1,033,227</b>	<b>1,099,468</b>
<b>Net Total</b>	<b>821,400</b>	<b>761,820</b>	<b>(59,580)</b>	<b>(7%)</b>	<b>824,444</b>	<b>818,146</b>	<b>882,982</b>



**Emergency Planning**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Expenses</b>							
Other Expenses	1,000	1,020	20	2%	1,040	1,061	1,082
<b>Total Expenses</b>	1,000	1,020	20	2%	1,040	1,061	1,082
<b>Net Total</b>	1,000	1,020	20	2%	1,040	1,061	1,082



**Roads**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	15,000	15,000			15,000	15,000	15,000
Grants	12,000	12,000			12,000	12,000	12,000
Gravel Levy	160,000	160,000			160,000	160,000	160,000
Trf from Reserves and Res Funds	27,000	27,000			27,000	27,000	27,000
<b>Total Revenue</b>	<b>214,000</b>	<b>214,000</b>			<b>214,000</b>	<b>214,000</b>	<b>214,000</b>
<b>Expenses</b>							
Labour Costs	1,142,300	1,191,938	49,638	4%	1,244,384	1,299,136	1,356,298
Supplies & Materials	44,300	45,186	886	2%	46,089	47,010	47,950
Equipment	4,000	4,080	80	2%	4,162	4,245	4,330
Gravel Resurface	425,000	433,500	8,500	2%	442,170	451,013	460,033
Sanding	180,000	183,600	3,600	2%	187,272	191,017	194,837
Calcium	160,000	163,200	3,200	2%	166,464	169,793	173,189
Consulting	133,000	135,660	2,660	2%	138,373	141,141	143,964
Roads Maintenance	232,000	236,640	4,640	2%	241,373	246,201	251,124
Resealing	85,000	86,700	1,700	2%	88,434	90,203	92,007
Service Agreements	2,000	2,040	40	2%	2,081	2,123	2,165
Winter Control	21,000	21,420	420	2%	21,848	22,285	22,731
Sidewalk Maintenance	45,000	45,900	900	2%	46,818	47,754	48,709
IT Services	7,500	7,650	150	2%	7,803	7,959	8,118
Telephone & Cell Phones	9,000	9,180	180	2%	9,364	9,551	9,742
Hydro	9,000	9,180	180	2%	9,364	9,551	9,742
Natural Gas	8,400	8,568	168	2%	8,739	8,914	9,092
Fuel	131,200	133,824	2,624	2%	136,500	139,230	142,015
Vehicle Maintenance	175,700	179,214	3,514	2%	182,798	186,454	190,184
Advertising & Promo	1,000	1,020	20	2%	1,040	1,061	1,082
Other Expenses	23,000	23,460	460	2%	23,929	24,407	24,894
Audit, Insurance & Legal	47,400	48,348	948	2%	49,315	50,301	51,307
Debt Servicing	220,100	42,806	(177,294)	(81%)	40,435	38,824	35,030
Trf to Res. and Res. Funds	50,000	51,000	1,000	2%	52,020	53,060	54,121
<b>Total Expenses</b>	<b>3,155,900</b>	<b>3,064,114</b>	<b>(91,786)</b>	<b>(3%)</b>	<b>3,150,775</b>	<b>3,241,233</b>	<b>3,332,664</b>
<b>Net Total</b>	<b>2,941,900</b>	<b>2,850,114</b>	<b>(91,786)</b>	<b>(3%)</b>	<b>2,936,775</b>	<b>3,027,233</b>	<b>3,118,664</b>



**Streetlights**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Streetlights	116,460	118,789	2,329	(2%)	121,164	123,586	126,057
<b>Total Revenue</b>	116,460	118,789	2,329	(2%)	121,164	123,586	126,057
<b>Expenses</b>							
General Maintenance & Repairs	20,000	20,400	400	2%	20,808	21,224	21,648
Hydro	46,000	46,920	920	2%	47,858	48,814	49,791
Audit, Insurance & Legal	400	408	8	2%	416	424	432
Trf to Res. and Res. Funds	50,060	51,061	1,001	2%	52,082	53,124	54,186
<b>Total Expenses</b>	116,460	118,789	2,329	2%	121,164	123,586	126,057
<b>Net Total</b>							



**Water**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Penalties & Interest	20,000	20,600	600	(3%)	21,218	21,855	22,511
Other Revenue	7,400	7,622	222	(3%)	7,851	8,087	8,330
Water Revenues	1,270,200	1,308,306	38,106	(3%)	1,347,555	1,387,982	1,429,622
<b>Total Revenue</b>	<b>1,297,600</b>	<b>1,336,528</b>	<b>38,928</b>	<b>(3%)</b>	<b>1,376,624</b>	<b>1,417,924</b>	<b>1,460,463</b>
<b>Expenses</b>							
Labour Costs	52,000	54,288	2,288	4%	56,677	59,171	61,775
Service Agreements	645,700	658,614	12,914	2%	671,786	685,222	698,926
General Maintenance & Repairs	15,200	15,504	304	2%	15,814	16,130	16,453
IT Services	3,700	3,774	74	2%	3,850	3,927	4,006
Postage & Courier	4,000	4,080	80	2%	4,162	4,245	4,330
Telephone & Cell Phones	4,800	4,896	96	2%	4,994	5,094	5,196
Hydro	115,600	117,912	2,312	2%	120,270	122,675	125,129
Other Expenses	500	510	10	2%	520	530	541
Audit, Insurance & Legal	16,500	16,830	330	2%	17,167	17,510	17,860
Trf to Res. and Res. Funds	427,100	435,642	8,542	2%	444,355	453,242	462,307
Inter Org Transfers	5,000	5,100	100	2%	5,202	5,306	5,412
<b>Total Expenses</b>	<b>1,290,100</b>	<b>1,317,150</b>	<b>27,050</b>	<b>2%</b>	<b>1,344,797</b>	<b>1,373,052</b>	<b>1,401,935</b>
<b>Net Total</b>	<b>(7,500)</b>	<b>(19,378)</b>	<b>(11,878)</b>	<b>158%</b>	<b>(31,827)</b>	<b>(44,872)</b>	<b>(58,528)</b>



**Wastewater**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Trf from Reserves and Res Funds	60,000		(60,000)	100%			
<b>Total Revenue</b>	60,000		(60,000)	100%			
<b>Expenses</b>							
Labour Costs	7,500	7,830	330	4%	7,800	8,112	8,436
Consulting	60,000		(60,000)	(100%)			
<b>Total Expenses</b>	67,500	7,830	(59,670)	(88%)	7,800	8,112	8,436
<b>Net Total</b>	<b>7,500</b>	<b>7,830</b>	<b>330</b>	<b>4%</b>	<b>7,800</b>	<b>8,112</b>	<b>8,436</b>



# Parks & Recreation Final Draft 2022 Budget & 2023 - 2025 Forecasts

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Other Revenue	35,805	35,805			36,401	37,010	37,630
Parks & Recreation Fees	579,325	579,325			590,911	602,729	614,781
Trf from Reserves and Res Funds	64,500	72,000	7,500	12%	65,790	67,106	68,448
<b>Total Revenue</b>	<b>679,630</b>	<b>687,130</b>	<b>7,500</b>	<b>1%</b>	<b>693,102</b>	<b>706,845</b>	<b>720,859</b>
<b>Expenses</b>							
Labour Costs	618,950	646,184	27,234	4%	674,614	704,298	729,917
Supplies & Materials	58,850	59,997	1,147	2%	61,229	62,484	63,765
Equipment	49,600	50,592	992	2%	51,603	52,635	53,687
Consulting	40,000	40,800	800	2%	41,616	42,448	43,297
Service Agreements	59,400	60,588	1,188	2%	61,800	63,036	64,297
Winter Control	14,500	14,790	290	2%	15,085	15,386	15,694
General Maintenance & Repairs	90,600	92,412	1,812	2%	94,261	96,145	97,380
IT Services	21,200	21,624	424	2%	22,056	22,497	22,947
Telephone & Cell Phones	15,700	16,014	314	2%	16,334	16,660	16,973
Hydro	194,850	198,747	3,897	2%	202,702	206,755	210,795
Natural Gas	49,000	49,980	980	2%	50,979	51,998	53,038
Fuel	2,400	2,448	48	2%	2,496	2,546	2,571
Water & Sewage	52,490	53,540	1,050	2%	54,607	55,698	56,812
Vehicle Maintenance	2,500	2,550	50	2%	2,601	2,653	2,706
Economic Development Activities	7,000	7,140	140	2%	7,283	7,429	7,577
Advertising & Promo	3,000	3,060	60	2%	3,121	3,183	3,246
Community Grants		7,500	7,500				
Other Expenses	13,300	13,566	266	2%	13,836	14,112	14,394
Audit, Insurance & Legal	42,600	43,452	852	2%	44,294	45,181	46,059
Debt Servicing	24,100	2,962	(21,138)	(88%)	2,155	1,375	600
Trf to Res. and Res. Funds	25,000	25,500	500	2%	26,011	26,531	27,062
<b>Total Expenses</b>	<b>1,385,040</b>	<b>1,413,446</b>	<b>28,406</b>	<b>2%</b>	<b>1,448,683</b>	<b>1,493,050</b>	<b>1,532,817</b>
<b>Net Total</b>	<b>705,410</b>	<b>726,316</b>	<b>20,906</b>	<b>3%</b>	<b>755,581</b>	<b>786,205</b>	<b>811,958</b>



**Cemeteries**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Trf from Reserves and Res Funds		10,000	10,000		10,000	10,000	10,000
<b>Total Revenue</b>		10,000	10,000		10,000	10,000	10,000
<b>Expenses</b>							
General Maintenance & Repairs	4,000	14,080	10,080	252%	14,162	14,245	14,330
<b>Total Expenses</b>	4,000	14,080	10,080	252%	14,162	14,245	14,330
<b>Net Total</b>	<b>4,000</b>	<b>4,080</b>	<b>80</b>	<b>2%</b>	<b>4,162</b>	<b>4,245</b>	<b>4,330</b>



**BIA**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Streetlights	17,200	17,200			17,200	17,200	17,200
Other Revenue	18,100		(18,100)	(100%)	18,100	18,100	18,100
Inter Dept Revenue	13,500		(13,500)	(100%)	13,500	13,500	13,500
<b>Total Revenue</b>	48,800	17,200	(31,600)	(65%)	48,800	48,800	48,800
<b>Expenses</b>							
Supplies & Materials	13,200	17,200	4,000	30%	13,200	13,200	13,200
Advertising & Promo	32,700		(32,700)	(100%)	32,700	32,700	32,700
Other Expenses	2,900		(2,900)	(100%)	2,900	2,900	2,900
<b>Total Expenses</b>	48,800	17,200	(31,600)	(65%)	48,800	48,800	48,800
<b>Net Total</b>							



**Corporate**  
**Final Draft 2022 Budget & 2023 - 2025 Forecasts**

	2021 Budget	2022 Budget	2022 vs 2021 Variance	Variance %	2023 Forecast	2024 Forecast	2025 Forecast
<b>Revenue</b>							
Tax Levy	7,689,659	7,912,752	223,093	(3%)	8,146,411	8,386,516	8,633,721
PILS and Supplementary Taxes	122,500	125,317	2,817	(2%)	128,199	131,147	134,164
OMPF	593,300	593,300			593,300	593,300	593,300
Trf from Reserves and Res Funds	106,005	196,463	90,458	(85%)			
<b>Total Revenue</b>	<b>8,511,464</b>	<b>8,827,832</b>	<b>316,368</b>	<b>(4%)</b>	<b>8,867,910</b>	<b>9,110,963</b>	<b>9,361,185</b>
<b>Expenses</b>							
Tax Write Offs	90,000	90,000			91,800	93,636	95,509
Transfer to Capital	799,700	1,038,500	238,800	30%	1,064,000	934,500	846,000
Trf to Res. and Res. Funds	761,354	761,354			776,581	792,113	807,955
<b>Total Expenses</b>	<b>1,651,054</b>	<b>1,889,854</b>	<b>238,800</b>	<b>14%</b>	<b>1,932,381</b>	<b>1,820,249</b>	<b>1,749,464</b>
<b>Net Total</b>	<b>(6,860,410)</b>	<b>(6,937,978)</b>	<b>(77,568)</b>	<b>1%</b>	<b>(6,935,529)</b>	<b>(7,290,714)</b>	<b>(7,611,721)</b>



## THE CORPORATION OF THE TOWN OF ERIN

Appendix C

### By-Law # 21- XX

#### Being a By-law to adopt the 2022 Budget for the purposes of the Municipality

**Whereas** the *Municipal Act, 2001, S.O. 2001,c.25, Section 290* requires that the Council of a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**And Whereas**, the Council of the local municipality may require that the current year's estimates of every board, commission, or other body for which the Council is required to levy a tax rate or provide money, be submitted to the Council each year;

**And Whereas** the Council of the Corporation of the Town of Erin has in accordance with the Municipal Act considered the estimates of all sums required during the year, including the estimates of all its boards, commissions, and other bodies;

**Now Therefore the Council of the Corporation of the Town of Erin hereby Enacts as follows:**

1. **THAT** the estimates of the Corporation of the Town of Erin as set out in Schedule "A" attached hereto and forming part of this by-law be adopted;
2. **THAT** the Capital Cost and Funding Source estimates set out in Schedule "B" attached hereto and forming part of this by-law be adopted;
3. **THAT** the Reserves and Reserve Funds estimates set out in Schedule "C" attached hereto and forming part of this by-law be adopted;
4. **THAT** this by-law shall remain in force until repealed, and any former by-laws relating to such shall be repealed;

**Passed in open Council on December 16, 2021.**

---

**Mayor, Allan Ails**

---

**Clerk, Lisa Campion**


2022 Budget  
Schedule A

Description	2021 Budget Expense	2021 Budget Revenues	2021 Net Budget	2022 Budget Expense	2022 Budget Revenues	2022 Net Budget	Net Variance
<b>Programs</b>							
Council	189,600		189,600	194,082		194,082	4,482
Corporate Services	1,923,500	446,000	1,477,500	2,234,618	524,200	1,710,418	232,918
Economic Development	266,000	35,000	231,000	297,426	35,000	262,426	31,426
Modernization Grant	182,373	182,373		121,169	121,169		
Advisory Committees	90,700	24,200	66,500	98,888	31,058	67,830	1,330
Building	359,500	359,500		422,592	422,592		
Planning	302,700	163,000	139,700	660,472	660,472		(139,700)
By-Law Enfor/Crossing Grds	135,100	23,100	112,000	220,712	23,100	197,612	85,612
Conservation Authorities	170,400		170,400	173,808		173,808	3,408
Fire	1,166,400	345,000	821,400	973,717	211,897	761,820	(59,580)
Emergency Planning	1,000		1,000	1,020		1,020	20
Roads	3,155,900	214,000	2,941,900	3,064,114	214,000	2,850,114	(91,786)
Streetlights	116,460	116,460		118,789	118,789		
Water	1,290,100	1,297,600	(7,500)	1,317,150	1,336,528	(19,378)	(11,878)
Wastewater	67,500	60,000	7,500	7,830		7,830	330
Parks & Recreation	1,385,040	679,630	705,410	1,413,446	687,130	726,316	20,906
Cemeteries	4,000		4,000	14,080	10,000	4,080	80
BIA	48,800	48,800		17,200	17,200		
<b>Subtotal Programs</b>	<b>10,855,073</b>	<b>3,994,663</b>	<b>6,860,410</b>	<b>11,351,113</b>	<b>4,413,135</b>	<b>6,937,978</b>	<b>77,568</b>
<b>Non-Program</b>							
Transfer for Capital Projects	799,700		799,700	1,038,500		1,038,500	238,800
Resource Requests							
Assessment Growth							
Transfer from Tax Rate Stabilization		106,005	(106,005)		196,463	(196,463)	(90,458)
Infrastructure Renewal Trf	761,354		761,354	761,354		761,354	
Tax Levy		7,689,659	(7,689,659)		7,912,752	(7,912,752)	(223,093)
PILS and Supplementary Taxes		122,500	(122,500)		125,317	(125,317)	(2,817)
OMPF		593,300	(593,300)		593,300	(593,300)	
Tax Write Offs	90,000		90,000	90,000		90,000	
<b>Subtotal Corporate</b>	<b>1,651,054</b>	<b>8,511,464</b>	<b>(6,860,410)</b>	<b>1,889,854</b>	<b>8,827,832</b>	<b>(6,937,978)</b>	<b>(77,568)</b>
<b>Net Total (Surplus)</b>	<b>12,506,127</b>	<b>12,506,127</b>		<b>13,240,967</b>	<b>13,240,967</b>		

Tax Rate Change

2.9%



2023 - 2025 Forecasts  
Schedule A

Description	2023 Forecast Expense	2023 Forecast Revenues	2023 Net Forecast	2024 Forecast Expense	2024 Forecast Revenues	2024 Net Forecast	2025 Forecast Expense	2025 Forecast Revenues	2025 Net Forecast
<b>Programs</b>									
Council	201,913		201,913	210,074		210,074	218,578		218,578
Corporate Services	2,222,491	455,124	1,767,367	2,305,523	464,227	1,841,296	2,391,883	473,510	1,918,373
Economic Development	307,003	35,200	271,803	316,932	35,404	281,528	325,012	35,612	289,400
Modernization Grant									
Advisory Committees	100,864	31,679	69,185	102,880	32,311	70,569	104,935	32,956	71,979
Building	439,627	439,627		457,383	457,383		475,887	475,887	
Planning	672,927	672,927		685,884	685,884		699,366	699,366	
By-Law Enfor/Crossing Grds	229,062	23,562	205,500	237,751	24,033	213,718	246,798	24,514	222,284
Conservation Authorities	177,284		177,284	180,829		180,829	184,446		184,446
Fire	1,037,989	213,545	824,444	1,033,227	215,081	818,146	1,099,468	216,486	882,982
Emergency Planning	1,040		1,040	1,061		1,061	1,082		1,082
Roads	3,150,775	214,000	2,936,775	3,241,233	214,000	3,027,233	3,332,664	214,000	3,118,664
Streetlights	121,164	121,164		123,586	123,586		126,057	126,057	
Water	1,344,797	1,376,624	(31,827)	1,373,052	1,417,924	(44,872)	1,401,935	1,460,463	(58,528)
Wastewater	7,800		7,800	8,112		8,112	8,436		8,436
Parks & Recreation	1,448,683	693,102	755,581	1,493,050	706,845	786,205	1,532,817	720,859	811,958
Cemeteries	14,162	10,000	4,162	14,245	10,000	4,245	14,330	10,000	4,330
BIA	48,800	48,800		48,800	48,800		48,800	48,800	
<b>Subtotal Programs</b>	<b>11,526,381</b>	<b>4,335,354</b>	<b>7,191,027</b>	<b>11,833,622</b>	<b>4,435,478</b>	<b>7,398,144</b>	<b>12,212,494</b>	<b>4,538,510</b>	<b>7,673,984</b>
<b>Non-Program</b>									
Transfer for Capital Projects	1,064,000		1,064,000	934,500		934,500	846,000		846,000
Resource Requests									
Assesment Growth									
Transfer from Tax Rate Stabilization									
Infrastructure Renewal Trf	776,581		776,581	792,113		792,113	807,955		807,955
Tax Levy		8,146,411	(8,146,411)		8,386,516	(8,386,516)		8,633,721	(8,633,721)
PILS and Supplementary Taxes		128,199	(128,199)		131,147	(131,147)		134,164	(134,164)
OMPF		593,300	(593,300)		593,300	(593,300)		593,300	(593,300)
Tax Write Offs	91,800		91,800	93,636		93,636	95,509		95,509
<b>Subtotal Corporate</b>	<b>1,932,381</b>	<b>8,867,910</b>	<b>(6,935,529)</b>	<b>1,820,249</b>	<b>9,110,963</b>	<b>(7,290,714)</b>	<b>1,749,464</b>	<b>9,361,185</b>	<b>(7,611,721)</b>
<b>Net Total (Surplus)</b>	<b>13,458,762</b>	<b>13,203,264</b>	<b>255,498</b>	<b>13,653,871</b>	<b>13,546,441</b>	<b>107,430</b>	<b>13,961,958</b>	<b>13,899,695</b>	<b>62,263</b>
<b>Tax Rate Change</b>			<b>2.9%</b>			<b>2.9%</b>			<b>2.9%</b>

Budget Year 2022



Forecast Periods 2022

Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Comments
PKR0003	Hillsburgh Community Centre	Parks & Recreation	80	648,000	600,000	-	-	-	-	48,000	
RDS0016	Bridge 5 (2nd Line South Erin-	Roads	80	915,000	-	-	915,000	-	-	-	
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	
RDS0021	Winston Churchill Blvd with	Roads	80	125,000	-	-	125,000	-	-	-	Costs updated by Program Director, increased \$25k
WST0002	Wastewater Treatment Plant	Wastewater System	80	9,466,300	-	6,247,758	-	-	3,218,542	-	
WTR0001	Water Service for New	Water System	80	8,507,077	-	8,507,077	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	10,689,700	-	8,017,275	-	-	2,672,425	-	
FIR0001	Hose Cache	Fire	70	20,000	-	-	-	-	-	20,000	
FIR0007	Confidence Maze Training	Fire	70	85,000	-	-	-	-	-	85,000	
FIR0009	Gear Washer & Dryer	Fire	70	30,000	-	-	-	-	-	30,000	
PKR0009	Ballinafad BCA	Parks & Recreation	60	25,500	-	-	-	-	5,000	20,500	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	30,000	-	-	-	-	300,000	Costs updated by Program Director, increased \$30k
PKR0005	Tractor (2007)	Parks & Recreation	50	50,000	-	-	-	-	-	50,000	Costs updated by Program Director, increased \$25k
PKR0011	Parks	Parks & Recreation	50	55,000	-	-	-	-	-	55,000	Costs updated by Program Director to add dog waste bins; costs increase \$10k.
PKR0012	Replace GMC Sierra 2500 Pick-up truck	Parks & Recreation	50	55,000	-	-	-	-	-	55,000	
RDS0012	Backhoe Loader	Roads	50	200,000	-	-	-	-	-	200,000	
RDS0014	Trailer Replacement (Unit 54	Roads	50	30,000	-	-	-	-	-	30,000	
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	
CRP0006	Windows 2012 Servers	Corporate Services	40	20,000	-	-	-	-	-	20,000	
WTR0004	Meter Replacement	Water System	40	441,565	30,000	-	-	-	411,565	-	Water Meter Replacement increased by \$411.6k; contingent on receiving Modernation Intake 3 Grant.
WTR0005	Water Capital Equipment	Water System	40	35,000	35,000	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	
FIR0008	Electronic Messaging Signs	Fire	0	40,000	40,000	-	-	-	-	-	
<b>Total 2022 Capital Projects Reviewed During 2021 Budget</b>				<b>32,396,248</b>	<b>1,058,106</b>	<b>23,072,110</b>	<b>1,040,000</b>	<b>-</b>	<b>6,307,532</b>	<b>918,500</b>	
New	Barbour Field Dog/Park Fencing	Parks & Recreation		30,000	30,000	-	-	-	-	-	
New	Victoria Park Paving	Parks & Recreation		40,000	-	-	-	-	-	40,000	
New	Roads Shop BCA	Roads		4,500	-	-	-	-	-	4,500	
New	Roads Shop Paving	Roads		40,000	-	-	-	-	-	40,000	
New	Roads Shop Washroom / storage reno	Roads		50,000	50,000	-	-	-	-	-	
New	Roads Shop Insulate Storage Shed	Roads		35,000	31,000	-	-	-	-	4,000	
New	Erin Station - Recoat the Metal Roofing	Fire		16,500	-	-	-	-	-	16,500	
New	Erin Station - Repaint the Interior	Fire		15,000	-	-	-	-	-	15,000	
<b>Total New Requested Capital for 2022</b>				<b>231,000</b>	<b>111,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	
<b>Total Capital Requested for 2022</b>				<b>32,627,248</b>	<b>1,169,106</b>	<b>23,072,110</b>	<b>1,040,000</b>	<b>-</b>	<b>6,307,532</b>	<b>1,038,500</b>	

Budget Year 2022

Forecast Periods 2023



Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Cost Recovery	Comments
RDS0017	Culvert 2053 (27th Sideroad)	Roads	80	675,000	-	-	-	675,000	-	-	-	
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	-	
RDS0021	Winston Churchill Blvd with	Roads	80	4,000,000	-	-	4,000,000	-	-	-	-	
WST0002	Wastewater Treatment Plant	Wastewater System	80	20,401,700	-	13,465,122	-	-	6,936,578	-	-	
WTR0001	Water Service for New	Water System	80	8,507,077	-	8,507,077	-	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	7,469,000	-	5,601,750	-	-	1,867,250	-	-	
FIR0011	Replace Rescue Tanker 58	Fire	70	450,000	-	-	-	-	-	450,000	-	
CRP0008	Townhall Repairs	Corporate Services	60	25,200	-	-	-	-	-	25,200	-	
CRP0009	HVAC System	Corporate Services	60	25,300	-	-	-	-	-	25,300	-	
PKR0009	Ballinafad BCA	Parks & Recreation	60	15,000	-	-	-	-	5,000	10,000	-	
RDS0013	Trackless Sidewalk Plow	Roads	60	125,000	-	-	-	-	-	125,000	-	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	150,000	-	-	-	-	180,000	-	Costs updated by Program Director, increased \$30k
RDS0024	Tractor (2008 Unit 41)	Roads	55	100,000	-	-	-	-	-	100,000	-	
PKR0011	Parks	Parks & Recreation	50	40,500	-	-	-	-	-	40,500	-	
PKR0013	Replace Kubota Tractor (F3680)	Parks & Recreation	50	45,000	-	-	-	-	-	45,000	-	Costs updated by Program Director, increased \$20k
PKR0014	Replace Driveprod Plow Blade	Parks & Recreation	50	10,000	-	-	-	-	-	10,000	-	
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	-	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	-	
CRP0007	Replace Microsoft Office	Corporate Services	40	22,000	-	-	-	-	-	22,000	-	
WTR0004	Meter Replacement	Water System	40	30,000	30,000	-	-	-	-	-	-	
WTR0005	Water Capital Equipment	Water System	40	22,500	22,500	-	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	-	
<b>Total 2023 Capital Projects Reviewed During 2021 Budget</b>				<b>42,921,383</b>	<b>525,606</b>	<b>27,873,949</b>	<b>4,000,000</b>	<b>675,000</b>	<b>8,808,828</b>	<b>1,038,000</b>	<b>-</b>	
New	Roads Shop BCA	Roads		6,000	-	-	-	-	-	6,000	-	
New	Hose Cache			20,000	-	-	-	-	-	20,000	-	
<b>Total New Requested Capital for 2023</b>				<b>26,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,000</b>	<b>-</b>	
<b>Total Capital Requested for 2023</b>				<b>42,947,383</b>	<b>525,606</b>	<b>27,873,949</b>	<b>4,000,000</b>	<b>675,000</b>	<b>8,808,828</b>	<b>1,064,000</b>	<b>-</b>	

Budget Year 2022  
Forecast Periods 2024



Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Cost Recovery	Comments
RDS0018	Culvert 2027 (Sideroad 32 West	Roads	80	613,500	-	-	-	-	-	613,500	-	
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	-	
WST0002	Wastewater Treatment Plant	Wastewater System	80	14,538,800	-	9,595,608	-	-	4,943,192	-	-	
WTR0001	Water Service for New	Water System	80	8,507,077	-	8,507,078	-	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	2,187,300	-	1,640,475	-	-	546,825	-	-	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	330,000	-	-	-	-	-	-	Costs updated by Program Director, increased \$30k
RDS0026	Steamer Replacement (Unit 52)	Roads	55	25,000	-	-	-	-	-	25,000	-	Costs updated by Program Director, increased \$10k
RDS0027	Cube Van Replacement (Unit 25)	Roads	55	50,000	-	-	-	-	-	50,000	-	
PKR0011	Parks	Parks & Recreation	50	11,000	-	-	-	-	-	11,000	-	
PKR0015	Replace Dodge 2017 Ram 1500	Parks & Recreation	50	50,000	-	-	-	-	-	50,000	-	Costs updated by Program Director, increased \$10k
PKR0016	Replace 2017 GMC Sierra	Parks & Recreation	50	50,000	-	-	-	-	-	50,000	-	Costs updated by Program Director, increased \$10k
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	-	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	-	
WTR0004	Meter Replacement	Water System	40	30,000	30,000	-	-	-	-	-	-	
WTR0005	Water Capital Equipment	Water System	40	5,000	5,000	-	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	-	
RDS0025	Wood Chipper Replacement	Roads	0	55,000	-	-	-	-	-	55,000	-	Costs updated by Program Director, increased \$10k
<b>Total 2024 Capital Projects Reviewed During 2021 Budget</b>				<b>27,080,783</b>	<b>688,106</b>	<b>20,043,161</b>	<b>-</b>	<b>-</b>	<b>5,490,017</b>	<b>859,500</b>	<b>-</b>	
New	Roads Shop BCA	Roads		5,000	-	-	-	-	-	5,000	-	
New	Hose Cache	Fire		20,000	-	-	-	-	-	20,000	-	
New	Station 10 Feasibility Study	Fire		50,000	-	-	-	-	-	50,000	-	
<b>Total New Requested Capital for 2024</b>				<b>75,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,000</b>	<b>-</b>	
<b>Total Capital Requested for 2024</b>				<b>27,155,783</b>	<b>688,106</b>	<b>20,043,161</b>	<b>-</b>	<b>-</b>	<b>5,490,017</b>	<b>934,500</b>	<b>-</b>	

Budget Year 2022  
Forecast Periods 2025



Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Cost Recovery	Comments
TBD	Culvert 2051 (8th line)	Roads		126,000		-	-	125,000	-		-	
TBD	Culvert 2038 (1st line)	Roads		675,500		-	-	675,500	-		-	
TBD	Pumper 52 Replacement	Fire		1,000,000	200,000	200,000				600,000		
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	-	
WST0002	Wastewater Treatment Plant	Wastewater System	80	5,000,000	-	5,000,000	-	-	-	-	-	
WTR0001	Water Service for New	Water System	80	5,000,000	-	5,000,000	-	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	2,500,000	-	2,500,000	-	-	-	-	-	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	150,000	-	-	-	-	180,000	-	
RDS0027	Cube Van Replacement (Unit 25)	Roads	55	50,000	-	-	-	-	-	50,000	-	
PKR0011	Parks	Parks & Recreation	50	11,000	-	-	-	-	-	11,000	-	
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	-	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	-	
WTR0004	Meter Replacement	Water System	40	30,000	30,000	-	-	-	-	-	-	
WTR0005	Water Capital Equipment	Water System	40	5,000	5,000	-	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	-	
<b>Total Capital Requested for 2025</b>				<b>15,355,606</b>	<b>708,106</b>	<b>13,000,000</b>	<b>-</b>	<b>800,500</b>	<b>-</b>	<b>846,000</b>	<b>-</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2021	2022 TRANSACTIONS		Projected BALANCE @ DEC 31 2022	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	1,392,101		196,463	1,195,638	Stabilize tax rate increase to 2.9% and fund Capital projects.
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	4,536,689	761,354		5,298,043	
Unallocated	RESERVE FUND	Gas Tax Grant	189,155	694,032		883,187	
Unallocated	RESERVE FUND	Modernization Grant	121,169		121,169	-	Orton \$7.5k
Unallocated	RESERVE FUND	Nestle Community Grant	9,549		7,500	2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	111,222			111,222	
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>6,621,136</b>			<b>7,751,390</b>	
Admin	RESERVES	ELECTION EXPENSE	78,097	20,400	78,000	20,497	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	79,865	15,000	48,000	46,865	EDRMS project
Admin	RESERVES	ADMIN FILE MANAGEMENT	87,571		80,000	7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	OP PLN1 (\$56k)and Review PLN2
Admin	RESERVE FUND	ADMINISTRATION DC	\$ (742,952)	50,834	152,000	(844,118)	
<b>TOTAL Admin</b>			<b>\$ (444,356)</b>			<b>(716,122)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	176,347	30,294		206,641	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>176,347</b>			<b>206,641</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERVE	41,644		10,000	31,644	Transfer to offset Operating Budget
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>41,644</b>			<b>31,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	27,675	91,204		118,878	FIR00008 Electronic Messaging signs  FIR011 \$200k Tanker 58
Fire	RESERVES	FIRE CAPITAL	95,083		40,000	55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	185,167	100,000	200,000	85,167	
<b>TOTAL Fire</b>			<b>436,212</b>			<b>387,415</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2021	2022 TRANSACTIONS		Projected BALANCE @ DEC 31 2022	Comments
Description				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	CENTRE 2000 CAPITAL	410,291		110,000	300,291	Ice Resurfacers PKR0002 for ECC order is in 2021 but delivery may be in 2022.
Recreation	RESERVES	Barbour Field	146,341		30,000	116,341	Barbour Field dog park / fencing
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	63,096	11,000		74,096	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	200,000	50,000		250,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	606,266	75,000	600,000	81,265	PKR3 Hillsburgh Community Centre \$600k
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	495,389	172,797	64,500	603,686	Loan payment for Barbourfields expansion & offset to operating
<b>TOTAL Recreation</b>			<b>1,960,122</b>			<b>1,464,419</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H	-			-	
Roads	RESERVES	ROADS CAPITAL	81,314		81,000	314	Roads Shop Reno / Shed
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	210,731	35,100		245,831	
Roads	RESERVES	ROADS Fleet Reserve	150,000	50,000	30,000	170,000	Tandem Axle Snow Plow (remaining \$300k funded from tax)
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,387,447	319,565	300,000	1,407,011	RDS20 Surface treatment \$300k
<b>TOTAL Roads</b>			<b>2,121,759</b>			<b>2,115,424</b>	
Water	RESERVES	WATER LIFECYCLE	2,856,297	468,200	388,106	2,936,391	WTR5 \$30k; WTR5 \$35k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k;
Water	RESERVE FUND	Water EA STUDY	37,784				
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(28,986)	7,992		(20,994)	
<b>TOTAL Water</b>			<b>2,999,482</b>			<b>3,049,784</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	23,845,591		15,392,322	8,453,269	2021 planned expenditure deferred to 2022
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>23,855,230</b>			<b>8,462,908</b>	
Committee	RESERVES	CEMETERY CAPITAL	92,455		10,000	82,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC	1,761				
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>176,328</b>			<b>164,568</b>	
			<b>37,981,689</b>	<b>2,952,772</b>	<b>17,939,060</b>	<b>22,955,856</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE @ DEC 31 2023	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	1,195,638		255,498	940,140	Stabilize tax rate increase to 2.9% and fund Capital projects.
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	5,298,043	776,581	150,000	5,924,624	RDS22 Tandem Axle Snow Plow
Unallocated	RESERVE FUND	Gas Tax Grant	883,187	694,032	675,000	902,219	RDS17 Culvert 2053 \$675k
Unallocated	RESERVE FUND	Modernization Grant	-				
Unallocated	RESERVE FUND	Nestle Community Grant	2,049			2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	111,222				
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>7,751,390</b>			<b>8,030,284</b>	
Admin	RESERVES	ELECTION EXPENSE	20,497	32,700		53,197	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	46,865	15,000	-	61,865	
Admin	RESERVES	ADMIN FILE MANAGEMENT	7,571			7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	
Admin	RESERVE FUND	ADMINISTRATION DC	(844,118)	50,834	40,000	(833,284)	ECO3 Eco Dev Strategy
<b>TOTAL Admin</b>			<b>(716,122)</b>			<b>(657,587)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	206,641	30,900		237,541	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>206,641</b>			<b>237,541</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERV	31,644		10,000	21,644	
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>31,644</b>			<b>21,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	118,878	91,204	87,600	122,482	Tanker 58 and Firehall expansion
Fire	RESERVES	FIRE CAPITAL	55,083			55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	85,167	100,000	180,000	5,167	FIR11 Replace Rescue Tanker 58
<b>TOTAL Fire</b>			<b>387,415</b>			<b>311,019</b>	
Recreation	RESERVES	CENTRE 2000 CAPITAL	300,291			300,291	
Recreation	RESERVES	Barbour Field	116,341			116,341	



## RESERVES

DEPARTMENT		Description	Projected BALANCE @ DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE @ DEC 31 2023	Comments
				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	74,096	11,000		85,096	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	250,000	50,000		300,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	81,265	75,000		156,266	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	603,686	172,797	65,790	710,693	Loan payment for Barbourfileds expansion & offset to operating
<b>TOTAL Recreation</b>			<b>1,464,419</b>			<b>1,707,426</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H)	-			-	
Roads	RESERVES	ROADS CAPITAL	314			314	
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	245,831	30,900		276,731	
Roads	RESERVES	ROADS Fleet Reserve	170,000	50,000		220,000	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,407,011	319,565	300,000	1,426,576	RDS0020 Surface Treatment \$300k
<b>TOTAL Roads</b>			<b>2,115,424</b>			<b>2,215,889</b>	
Water	RESERVES	WATER LIFECYCLE	2,936,391	491,400	375,606	3,052,185	WTR5 \$30k; WTR5 \$22k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k; Communications
Water	RESERVE FUND	Water EA STUDY					
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(20,994)	7,992		(13,002)	
<b>TOTAL Water</b>			<b>3,049,784</b>			<b>3,173,570</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	8,453,269	17,829,111	22,772,110	3,510,270	2022 planned expenditure deferred to 2023
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>8,462,908</b>			<b>3,519,909</b>	
Committee	RESERVES	CEMETERY CAPITAL	82,455		10,000	72,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC					
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>164,568</b>			<b>154,568</b>	
			<b>22,955,856</b>	<b>20,829,016</b>	<b>24,921,604</b>	<b>18,752,047</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2023	2024 TRANSACTIONS		Projected BALANCE @ DEC 31 2024	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	940,140		107,430	832,710	Stabilize tax rate increase to 2.9% and fund Capital projects. Tandem Axle Snow Plow
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	5,924,624	792,113	330,000	6,386,737	
Unallocated	RESERVE FUND	Gas Tax Grant	902,219	694,032		1,596,251	
Unallocated	RESERVE FUND	Modernization Grant					
Unallocated	RESERVE FUND	Nestle Community Grant	2,049			2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant					
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>8,030,284</b>			<b>9,078,999</b>	
Admin	RESERVES	ELECTION EXPENSE	53,197	32,700		85,897	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	61,865	15,000	-	76,865	
Admin	RESERVES	ADMIN FILE MANAGEMENT	7,571			7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	
Admin	RESERVE FUND	ADMINISTRATION DC	(833,284)	50,834		(782,449)	
<b>TOTAL Admin</b>			<b>(657,587)</b>			<b>(559,053)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	237,541	31,518		269,059	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>237,541</b>			<b>269,059</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERV	21,644		10,000	11,644	
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>21,644</b>			<b>11,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	122,482	91,204	18,400	195,285	Erin Firehall Expansion
Fire	RESERVES	FIRE CAPITAL	55,083			55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	5,167	100,000		105,167	
<b>TOTAL Fire</b>			<b>311,019</b>			<b>483,823</b>	
Recreation	RESERVES	CENTRE 2000 CAPITAL	300,291			300,291	
Recreation	RESERVES	Barbour Field	116,341			116,341	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2023	2024 TRANSACTIONS		Projected BALANCE @ DEC 31 2024	Comments
Description				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	85,096	11,000		96,096	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	300,000	50,000		350,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	156,266	75,000		231,266	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	710,693	172,797	67,106	816,384	Loan payment for Barbourfields expansion & offset to operating
<b>TOTAL Recreation</b>			<b>1,707,426</b>			<b>1,949,117</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H)	-			-	
Roads	RESERVES	ROADS CAPITAL	314			314	
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	276,731	30,900		307,631	
Roads	RESERVES	ROADS Fleet Reserve	220,000	50,000	150,000	120,000	Axle Tandem Plow RDS22
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,426,576	319,565	300,000	1,446,141	RDS0020 Surface Treatment \$300k
<b>TOTAL Roads</b>			<b>2,215,889</b>			<b>2,166,353</b>	
Water	RESERVES	WATER LIFECYCLE	3,052,185	516,900	358,106	3,210,979	WTR5 \$30k; WTR5 \$5k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k;
Water	RESERVE FUND	Water EA STUDY					
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(13,002)	7,992		(5,010)	
<b>TOTAL Water</b>			<b>3,173,570</b>			<b>3,340,356</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	3,510,270	25,000,000	27,573,949	936,321	2023 planned expenditure deferred to 2024
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>3,519,909</b>			<b>945,960</b>	
Committee	RESERVES	CEMETERY CAPITAL	72,455		10,000	62,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC					
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>154,568</b>			<b>144,568</b>	
			<b>18,752,047</b>	<b>28,041,555</b>	<b>28,924,991</b>	<b>17,868,611</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2024	2025 TRANSACTIONS		Projected BALANCE @ DEC 31 2025	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	832,710		62,263	770,447	Stabilize tax rate increase to 2.9% and fund Capital projects.
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	6,386,737	807,955		7,194,692	
Unallocated	RESERVE FUND	Gas Tax Grant	1,596,251	694,032	800,500	1,489,783	Culvert 2051 (8th line) and Culver 2038 (1st line)
Unallocated	RESERVE FUND	Modernization Grant					
Unallocated	RESERVE FUND	Nestle Community Grant	2,049			2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	-			-	
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>9,078,999</b>			<b>9,718,223</b>	
Admin	RESERVES	ELECTION EXPENSE	85,897	32,700		118,597	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	76,865	15,000	-	91,865	
Admin	RESERVES	ADMIN FILE MANAGEMENT	7,571			7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	
Admin	RESERVE FUND	ADMINISTRATION DC	(782,449)	50,834		(731,615)	
<b>TOTAL Admin</b>			<b>(559,053)</b>			<b>(460,519)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	269,059	32,148		301,207	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>269,059</b>			<b>301,207</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERV	11,644		10,000	1,644	
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>11,644</b>			<b>1,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	195,285	91,204	218,400	68,089	Erin Firehall Expansion and \$200k for Pumper
Fire	RESERVES	FIRE CAPITAL	55,083			55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	105,167	100,000	200,000	5,167	\$200k for Pumper; \$600k tax
<b>TOTAL Fire</b>			<b>483,823</b>			<b>256,626</b>	
Recreation	RESERVES	CENTRE 2000 CAPITAL	300,291			300,291	
Recreation	RESERVES	Barbour Field	116,341			116,341	



## RESERVES

DEPARTMENT		Description	Projected BALANCE @ DEC 31 2024	2025 TRANSACTIONS		Projected BALANCE @ DEC 31 2025	Comments
				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	96,096	11,000		107,096	Loan payment for Barbourfields expansion & offset to operating
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	350,000	50,000		400,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	231,266	75,000		306,266	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	816,384	172,797	68,448	920,734	
<b>TOTAL Recreation</b>			<b>1,949,117</b>			<b>2,189,467</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin)	-			-	
Roads	RESERVES	ROADS CAPITAL	314			314	
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	307,631	30,900		338,531	
Roads	RESERVES	ROADS Fleet Reserve	120,000	50,000	150,000	20,000	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,446,141	319,565	300,000	1,465,706	
<b>TOTAL Roads</b>			<b>2,166,353</b>			<b>2,116,818</b>	
Water	RESERVES	WATER LIFECYCLE	3,210,979	516,900	358,106	3,369,773	
Water	RESERVE FUND	Water EA STUDY					
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(5,010)	7,992		2,982	
<b>TOTAL Water</b>			<b>3,340,356</b>			<b>3,507,142</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	936,321	19,000,000	19,743,161	193,160	2024 planned expenditure deferred to 2025
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>945,960</b>			<b>202,799</b>	
Committee	RESERVES	CEMETERY CAPITAL	62,455		10,000	52,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC					
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>144,568</b>			<b>134,568</b>	
			<b>17,868,611</b>	<b>22,058,027</b>	<b>21,920,878</b>	<b>18,005,760</b>	



# COUNTY OF WELLINGTON

---

## COMMITTEE REPORT

**To:** Chair and Members of the Planning Committee  
**From:** Hurania Melgar, Emergency Manager/CEMC  
**Date:** Thursday, September 09, 2021  
**Subject:** Emergency Management Committee Structure Update

---

### Background:

Regulation 380/04 of the Emergency Management and Civil Protection Act requires the appointment of an Emergency Management Programme Committee to advise Council on the development and implementation of the County's Emergency Management Programme. The regulation also sets out the composition of the Committee which is to include the CEMC, a senior municipal staff representative, a member(s) of Council and municipal employees responsible for emergency management functions for the municipality.

At the October 3, 2005 Session of County Council, a recommendation was approved setting out the composition of the Emergency Management Programme Committee. The Committee structure was then further updated on March 17, 2016 due to the County's emergency management programme being enhanced and to allow for the Committee to evolve with the programme.

Through discussion with the Emergency Management Ontario Field Officer Teresa Alonzi, for the Bruce Sector under which the County falls, she has advised that some changes are necessary to the listed Committee structure from 2016 to be in compliance with the Emergency Management and Civil Protection Act and the Ontario Regulation 380/04. There are no changes necessary to the specific committee member structure from 2016, there is simply a need to identify a committee member as Committee Chair. Further, there is a requirement for the removal of the 'or alternate' noted beside some Committee members in the 2016 structure.

### Recommendation:

That the County Council maintains the 2016 appointments of the Emergency Management Programme Committee for the County of Wellington and removes an alternate/as designated language per member as follows;

Member of Council (Warden)  
 Office of the CAO (CAO)  
 Engineering Services (County Engineer)  
 Planning and Development (Director or Manager)  
 Treasury (Treasurer)

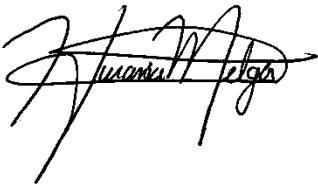
Wellington Terrace (Wellington Terrace Administrator)  
 Social Services (Social Services Administrator)  
 Communications (Communications Manager)  
 Information Technology (Director of IT)  
 Human Resources (Director of HR)  
 Wellington OPP (Inspector or Staff Sergeants, Sergeants)  
 Guelph Wellington EMS (Chief, Acting Chief, Supervisors)  
 Wellington Dufferin Guelph Public Health (Public Health Managers, Health and Safety  
 Coordinator/Inspectors)  
 Emergency Management (CEMC),

Further other persons or agency representatives that may be appointed by Council from time to time.

And further that Council designates authority to the Committee to appoint the CAO as Chair on behalf of the members;

And further that the Committee is responsible for overseeing the development of the County's Emergency Management Programme ensuring that appropriate public education activities, training for emergency management officials and staff, and emergency management exercises are undertaken on an annual basis.

Respectfully submitted,



Hurania Melgar, MDEM  
 Emergency Manager/CEMC



# Town of Erin

## Corporate Report

**Presented/  
Prepared By:**

Hurania Melgar, Emergency Manager

**Meeting Date:**  
12/16/2021

### Subject

**2021 Annual Emergency Management Programme Report**

### Recommendation

**Be it resolved that** Council hereby receive report number EM2021-01 “*2021 Annual Emergency Management Programme Report*” for information;

**And that** the Council of the Town of Erin accepts the annual status report of the Town’s Emergency Management Programme for 2021.

### Background

The following report outlines the municipal requirements set out in the Emergency Management and Civil Protection Act and Ontario Regulation 380/04 and how the municipality has fulfilled these requirements for 2021.

### Program Committee:

The Town has an Emergency Management Programme Committee (Committee). The Committee met virtually on March 3, 2021 to review the Town’s Emergency Management Programme including its Hazard Identification and Risk Assessment, Emergency Response Plan, training needs, proposed annual exercise, review of the Interim After Action Review for COVID-19 and Public Education. The minutes from the Committee meeting are attached.

The Committee is being updated to identify a Chair and to remove the ‘as designated/or alternate’ language as required by the Province to continue to meet compliance. The members of the Committee are not being changed however they are being updated to reflect the current Town titles. The report on this is being brought to Council today.

### Emergency Response Plan:

The existing Emergency Response Plan was adopted by Council in Fall of 2020. Any updates for the plan that have come out of the Interim COVID-19 After Action Report will be saved until after the final After Action Report is complete for COVID-19 in 2022. Appendix C has been added to the Plan to clarify titles listed in section 8.3 Responsibilities of MECG Members, by municipality as required by the Province to continue to meet compliance. No changes to the by-law are required for an appendix addition.

## Training:

The required prescribed training for 2021 has not changed from 2018 and 2019 Ontario Emergency Management guidance. Members of the Town's Municipal Emergency Control Group (MECG), have satisfied the training requirements for this year. Given the on-going COVID-19 pandemic, training was primarily conducted virtually and with smaller amounts of training than would normally occur. Below is the list of training opportunities offered:

1. EM 200- Basic Emergency Management Virtual Course: May 6-7, 13-14
2. In House IMS Courses:
  - a. **Command:** May 27/21 1-3 pm
  - b. **Operations:** Jun 10/21 10-12 pm
  - c. **Planning:** Jun 17/21 10-12 pm
  - d. **Logistics:** Sep 29/21 1:30-3:30 pm
  - e. **Finance/Admin** Sep 29/21 9:30-11:30 am
3. Scribe Training: June 15, 1:30-3:30pm
4. Municipal 511 Training: October 14, 1-3pm
5. MECG Essentials PowerPoint presentation shared with MECG members

## Annual Emergency Management Exercise:

MECG members must participate in an annual exercise, which evaluates the Municipality's Emergency Response Plan and procedures.

The Town's MECG members participated in an emergency management exercise on October 25, from 8:30am-12:30pm.

The objectives of the exercise were to:

- a. Familiarize the Municipal Emergency Control Group (MECG) with the eICS software and the use of this software as a virtual EOC.
- b. Familiarize MECG members with the policies and procedures of the new Emergency Response Plan.
- c. Test the Debris Management Plan within the new Emergency Response Plan.
- d. Test new elements of the Emergency Social Services and Financial Considerations sections of the Emergency Response Plan.

Recommendations/outcomes from the exercise:

1. eICS Virtual Software
  - a. eICS was seen as a valuable tool in terms of collecting incident information and utilizing it for reporting.
  - b. There is a requirement to iron out procedures on how to use each function of the software so members can use it to its full potential.
  - c. Improve COP map access via eICS
2. EOC Resources:
  - a. Physical resources in the primary EOC including power/extension cords for laptops/cell phones, improved technical microphone/speaker system, extra laptops.
3. Increased Training:
  - a. More training is required on IMS, EOC procedures and the MCEG advised all alternates and new staff should be included in next exercise and increase training.

## **Public Education**

Every municipality's emergency management program must have public education on risks to public safety and on public preparedness for emergencies. Throughout 2021 Emergency Management continued to work with County Communications to share information and key messaging about COVID-19 collaborating with Wellington Dufferin Guelph Public Health.

Emergency Preparedness week was May 3-7. During the week, information was made available through the County's Social Media page, the County page in the Wellington Advertiser, the Highway 6 billboard signage and a 72-hour kit contest was held through social media. The Emergency Management Programme Coordinator organized virtual presentations to elementary schools across the County in collaboration with our valued partners at OPP, GWPS and local fire departments, on how students could "Be Ready for Anything".

Winter Driving Safety information has been made available at Car/Tire businesses throughout Wellington County and also on Highway 6 billboard signage between Guelph and Fergus.

The County page in the Wellington Advertiser, the County of Wellington's social media accounts (an average of 4/month) and the Highway 6 billboard sign regularly contain emergency preparedness information.

The Emergency Management team also created a new video for the virtual 'Safe Communities Day' on October 14, 2021. 12 schools, 24 classes and 603 students

across the County participated in the day, saw our video and were able to ask our staff questions virtually.

As in 2020, 2021 EM Public Education included the “Do one thing” promotion. Emergency Preparedness messages were available in The Wellington Advertiser, on the County’s social media and radio stations.

The following is the list of targeted education plan by month:

January – Frozen Pipes/Make a Plan  
 February – 211  
 March – Floods  
 April – Sheltering  
 May – Emergency Preparedness Week  
 June – Tornadoes  
 July – 72 Hour Kit  
 August – Unique Family Needs  
 September – Be Informed  
 October – Power Outages  
 November – Winter Weather (Car Kits)  
 December – Winter Weather (Driving)

### **Critical Infrastructure**

Every municipality shall identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies. The critical infrastructure list was updated by the Town at the Committee meeting. Previously we were using both a word table and the Common Operating Picture (COP) map for critical infrastructure. We will be fully transferred over to using only the COP map by early 2022. This is due to changes in the County’s map system provider being moved to ArcGIS recently.

### **Conclusion**

The Town of Erin has fulfilled the mandatory municipal requirements set out in the Emergency Management Civil Protection Act and Regulation 380/04 for 2021.

### **Highlights**

- The report outlines the municipal requirements set out in the Emergency Management and Civil Protection Act and Regulation 380/04 and how the municipality has fulfilled these requirements for 2021
- The Program Committee met virtually on March 3— where the key parts of the Emergency Management program were reviewed
- The Town’s Municipal Emergency Control Group have met the training requirements for 2021

- Annual Emergency Management Exercise was conducted on October 25—the main objectives were to test the eICS virtual EOC software and the new Emergency Response Plan from 2020, the exercise went very well
- For public education, due to the ongoing COVID-19 pandemic this was mainly done through the Wellington Advertiser, local radio stations, our website, social media, and leveraging the virtual platform to reach local schools
- The Town has satisfied the requirements of the Emergency Management and Civil Protection Act and Ontario Regulation 380/04 for 2021

## **Strategic Pillar**

Service Excellence & Good Governance

## **Financial Impact**

None

## **Conclusion**

The Town has satisfied the requirements of the Emergency Management and Civil Protection Act, and Ontario Regulation 380/04 for 2021.

## **Attachments**

Appendix A – Town of Erin Emergency Management Programme Committee Minutes – March 3, 2021

Hurania Melgar

Emergency Manager/CEMC

Nathan Hyde

Chief Administrative Officer



**Town of Erin**  
**Emergency Management Committee Meeting**  
**Virtual Meeting**  
**March 3, 2021; 1130 hrs. (11:30 a.m.)**

**Meeting Minutes**

**Present on Call**

Allan Als, Mayor  
 Bobby DeHetre, EM Programme Coordinator  
 Cathy Sweeney, EM Assistant  
 Hurania Melgar, EM/CEMC  
 Jim Sawkins, Fire Chief  
 Kerri Mitchell, Guelph Wellington Paramedic Services  
 Lavina Dixit – Emergency Information Officer  
 Lisa Campion, Clerk  
 Nathan Hyde, CAO  
 Neil Buetow, EM Programme Coordinator  
 Nick Colucci, Director of Operations

**1. Adoption of Minutes**

**Moved:** Allan Als

**Seconded:** Jim Sawkins

Motion that the minutes from May 12, 2020 are approved as circulated. *Carried.*

**2. Business Arising from Minutes**

- a. **Dams:** no update provided.
- b. **Flood Response Plan Review:** Mayor Als to forward document to the committee for review. No updates received at this time. Moving forward a version/tracker section will be added to the document. EM Mgr. will confirm that the Station Rd Dam update info was included.
- c. **Dashboard Review by item#:**
  - i. 2) Chief Sawkins will investigate and complete.
  - ii. 23) Clerk to coordinate with Fire Chief to purchase.
  - iii. 24) Maps provided to Erin Fire Hall. Chief will confirm receipt and get large copies printed once CI locations confirmed.
  - iv. 25) EM Mgr. will arrange training date/time and forward to group.
  - v. 27) Room at Fire hall is in place. Awaiting IT install, Fire chief to purchase furniture needs.

- vi. 28) Clerk to send restaurant account info to EM Assistant to add to the EOC procedures.
- d. **Alert Ready:** Ontario local test schedule will be Wed May 5/2021 @ 12:55 pm est, and Wed Nov 17/21 @ 12:55 pm est.
- e. **Municipal 511:** no concerns from committee.

### 3. 2021 Essential Level Work Plan

The Office of the Fire Marshal and Emergency Management, has not granted any 2021 exemptions from the requirements of the Emergency Management and Civil Protection Act—that includes the Annual Exercise Requirement.

Committee reviewed plan, no changes noted.

### 4. HIRA review and approval

Have completed applying previous risks identified through the new 2019 guidance. Moving forward would like to complete an in-depth investigative review of hazards. HIRA was reviewed with no concerns noted.

**Moved:** Jim Sawkins

**Seconded:** Lisa Campion

Motion that the HIRA be approved as circulated.

Carried.

### 5. Emergency Response Plan Review

No updates or concerns from the committee.

### 6. Critical Infrastructure Review

Noticed some changes needed, these to be forward to EM assistant to update. Moving forward EM is hoping to migrate all the CI information to the COP map by the end of 2021 to maintain a one source, one location listing.

### 7. Emergency Operation Centres

No changes per committee.

### 8. Updated Training Plan 2020-2025

Reviewed revised training plan with February 19/21 date. Most of the changes were made to reflect Provincial updates or the availability of courses in a virtual classroom.

- **EM 300** – CEMC course, June 2021 by OEM Field Officer Teresa Alonzi.
- **EM 200** – BEM Virtual course, May 6-7, May 13-17/2021 will be split into 4, 4hr sessions (perhaps only 3 sessions).
- **IMS 100** – available via self study on the OFMEM training website.

- **IMS 200** – Basic Incident Management System, Sept 9-10, 16-17 will run 3, 4hr sessions.
- **IMS 300** – Incident Management System, currently only offered by certified Provincial instructors, can check the OFMEM training portal for potential dates.
- **In House IMS Course** - run sessions based on municipalities EOC position. Will offer virtually 1 session per position as noted below, otherwise we will share presentations or the recorded training sessions.
  - **Command:** May 27/21 1-3 pm
  - **Operations:** Jun 10/21 10-12 pm
  - **Planning:** Jun 17/21 10-12 pm
  - **Logistics:** Sep 2/21 1-3 pm
  - **Finance/Admin** Sep 3/21 10-12 pm
- **Scribe Training** - available by request, presented virtually.
- **Shelter Management Course** - provided by Red Cross, will advise availability once known.
- **Crisis Communications/Emergency Information** - provided by request.
- **Municipal 511** – offered on Mar 16/21 10-11am, Mar 18/21 10-11am
- **Common Operation Picture (COP)** - available by request, presented virtually.
- **eICS Software training** - available by request, presented virtually.

#### Extra Training Options:

- **First responders specific training** - (Interoperability training)—available by request.
- **Flood Notification Training** – provided by Conservation Authorities.
- **Critical Incident Stress Management Training** – available by request.

## 9. Exercises

- a. **2021 Exercise** – Proposing a virtual exercise using eICS. Before exercise, imperative that Erin MEGG is very comfortable with the system. Aims of the exercise will be to test eICS use, MEGG is comfortable with eICS, test the new ERP. Save the date for exercise is October 25, 2021 8:30am – 12:00 pm.
- b. **Draft 2020 Interim COVID-19 Response AAR** –
  - i. **Key successes**
    - Activation of EOC's was done to varying degrees across the Member Municipalities/County
    - The County and all Member Municipalities are more resilient, adaptable now than before the pandemic
    - Support for the community via various means, with coordination among the County and all Member Municipalities

- Coordination between the County and all Member Municipalities, especially in the joint declaration of emergency and continued JEOC meetings/decisions
- ii. **What procedures need to be improved upon?**
  - Joint Emergency Operations Centre procedures
  - Review Communications Plan in ERP
    - Enhance Communications plan, and/or create an Information Management Plan
  - Enhance Declaration/Termination of an emergency procedures, especially for County wide emergencies
  - Review notification plans (activation and use mainly relied upon for unexpected, fast moving emergencies, not something like a pandemic)
- iii. **What can we do to be better prepared next time?**
  - Establish/practice use of the eICS system
  - This will assist with information management
  - Add a Continuity of Operations Plan that addresses not only internal dependencies but also external Member Municipal dependencies
- iv. **What additional training would you like to receive?**
  - Exercise large scale scenarios with multi-governmental stakeholders, large information provision, required collaboration between the County and all Member Municipalities
- v. **What additional tools/equipment would you like to have to help you respond better next time?** (This can be a wish list)
  - Reliable IT hardware/software, especially for Council, EOC's
  - Reliable Internet Access across the County

## 10. Public Education 2020

Continue to promote the message of being 72 hours prepared. Emergency preparedness messages will go in the Wellington Advertiser throughout 2021 as well as the County's social media pages. Emergency preparedness spots will be occurring for the full year on Erin radio. Emergency preparedness week is May 3-7, 2021. We will continue with the "do one thing" topic focus messaging each month. Additionally, we are working on creating virtual activities to include school and youth group presentations, giveaways of 72 hour kits via social media and creating short emergency preparedness videos. Our 2021 schedule is as follows;

January – Making a Plan  
February – 211  
March – Flooding  
April – Sheltering  
May – Emergency Preparedness Week  
June – Tornadoes/ Severe summer weather  
July- 72 hour kit  
August – Unique Family Needs  
September – Be Informed  
October – Power Outages  
November – Winter Weather  
December – Winter Weather

Fire Chief commented that Erin would be interested in partnering with those efforts related to Public Education. Paramedic Services would also like to be looped in on any presentations as well.

## 11. New Business

- a. **Emergency Shelters During COVID-19**; no concerns were noted with the draft document included with agenda. EM will work to finalize.
- b. **eICS use for COVID-19**; there have been some visual informational pieces created with explanations on how to utilize the VEOC (Virtual Emergency Operations Center). Intention is run both distribution methods side by side for two weeks and then shift to only the VEOC for distribution.
- c. **New EM logo**; image of proposed new logo shared with the committee.
- d. **New EM website**; image of proposed new EM website shared with the committee.

## 12. Information & Correspondence

None.

## 13. Adjournment:

Chair adjourned meeting at 11:25am.

Minutes prepared by Cathy Sweeney, EM Assistant.

DRAFT



# Town of Erin

## Corporate Report

<b>Department:</b> Community Services	<b>Report Number:</b> PD2021-36
<b>Business Unit:</b> Planning	<b>Meeting Date:</b> 12/16/2021
<b>Presented/ Prepared By:</b> Angela Sciberras, Planning Consultant	

### Subject

Road Dedication By-law

### Recommendation

**Be it resolved that** Council hereby receive report number PD2021-36

“*Road Dedication By-law*” for information;

**And That** Council approve the proposed By-law as outlined in Appendix A.

### Background

Erin’s Official Plan identifies the minimum right-of-way width for roads based on their classification (i.e. arterial, collector or local). Section 53(12) of the *Planning Act, R.S.O. 1990, c. P. 13*, allows a municipality, when considered necessary, to request a road widening when the proposed consent application abuts an existing road. It is necessary to dedicate these widenings as public highway through the passing of a Road Dedication By-law, as per Section 31(2) and (6) of the *Municipal Act 2001, S.O., c.25*.

Staff have noted that widenings conveyed to the Town through Consent applications since January 2019 have not been dedicated as public highway.

The purpose of this Report is to recommend that Council pass the attached By-law for the dedication of 22 road widenings as public highway in accordance with the *Municipal Act. (Appendix A)*.

### Strategic Pillar

Service Excellence & Good Governance

### Financial Impact

There is no financial impact associated with the proposed recommendation.

### Conclusion

Staff recommend that Council pass the attached By-law to this report, which dedicates road widenings taken through the Consent process, as public highway.

**Attachments**

Appendix A: Draft By-law

Angela Sciberras

Planning Consultant

Nathan Hyde

Chief Administrative Officer



## THE CORPORATION OF THE TOWN OF ERIN

### By-Law # 21 – XX

**Being a By-law to assume and dedicate all lands dedicated to the Town of Erin, as noted on Schedule A, as public highways in the Town of Erin (severance dedications to December 2021)**

**Whereas** pursuant to Section 53(12) of the Planning Act, R.S.O. 1990, C. P.13 allows the municipality to impose conditions of consent to dedicate a road widening of the highway to such width as the approval authority considers necessary;

**And Whereas**, pursuant to Section 31(2) and (6) of the Municipal Act 2001, S.O., c. 25, a municipality may by by-law establish a highway and acquire lands for the purpose of widening a highway and such lands acquired form part of the highway to the extent of the designated widening;

**And Whereas** the persons named in Schedule A attached to this by-law and which form part of this by-law have agreed to convey to the Town of Erin the land described in Schedule A for the purposes of widening the Town of Erin public highway as required by condition of severance.

**Therefore be it resolved that the Council of the Corporation of the Town of Erin Enacts as follows:**

1. That the parcels set out in 'Schedule A' inclusive are hereby deemed public highway and form part of the adjacent public highway owned by the Corporation of the Town of Erin.
2. This By-law shall become effective from the date of passing hereof.

**Passed in open Council on December 16, 2021.**

---

**Mayor, Allan Alls**

---

**Clerk, Lisa Campion**

## Schedule A

### By-law 21-XX

<b>Name of Transferee to Town of Erin</b>	<b>Lot &amp; Concession</b>	<b>Reference Plan</b>	<b>Received PIN#</b>	<b>File No. Date of Transfer</b>
Mulmur Aggregates Inc. B159-17	Part Lot 11 Concession 4	61R21476	WC558497	2019/01/08
Stitt, Helga Margaret B165-17	Part Lot 30 Concession 3	61R21381	WC559659	2019/01/21
Gardhouse, Guy Robert B182-17	Part Lot 31 Concession 6	61R-21520	WC562039	2019/02/26
Berg, Deborah B80-18	Part Lot 6 Concession 5	61R-21523	WC564699	2019/04/04
CHAPMAN, Elyse May B81-18	Part Lot 7 Concession 1	61R-21479	WC569587	2019/06/06
LEITCH, Ronald Samuel B90-18	Part Lot 10 Concession 10	61R21597	WC581588	2019/10/10
KICHUK, Ryan Stanley B58-18	Part Lot 11 Concession 7	61R-21699	WC601872	2020/06/16
Derrydale Golf Course Limited B60-19	Lot 19 RCP 686 Erin Except Part 1	61R21828	WC609718	2020/09/09
Derrydale Golf Course Limited B60-19	Lot 19 RCP 686 Erin Except Part 1	61R21828	WC609719	2020/09/09
Derrydale Golf Course Limited B60-19	Lot 19 RCP 686 Erin Except Part 1	61R21828	WC609720	2020/09/09
Irving-Kerr, Jessie Heather B11-19	Part Lot 32 Concession 2	61R-21833	WC610382	2020/09/17

<b>Name of Transferee to Town of Erin</b>	<b>Lot &amp; Concession</b>	<b>Reference Plan</b>	<b>Received PIN#</b>	<b>File No. Date of Transfer</b>
MOFFAT, Leigh Ann B74-19	Part Lot 29 Concession 1	61R-21825	WC611236	2020/09/28
Coutts, John Roderick B74-19	Part Lot 29 Concession 1	61R-21825	WC611238	2020/09/28
Grand River Conservation Authority B37-19	Part Lot 12 Concession 1 and Part Lot 11 Concession 1	61R-21799	WC617116	2020/11/26
Grand River Conservation Authority B36-19	Part Lot 12 Concession 1 and Part Lot 11 Concession 1	61R-21799	WC617116	2020/11/26
Gilbrea Inc. B38-19	Part Lot 17 Concession 7	61R-21873	WC619271	2020/12/15
Szymanski, Ivan Szymanska, Iwona B122-18	Part Lot 3 Concession 1	61R-21934	WC636473	2021/03/21
Sinclair, Lorne Sinclair, Lynne B107-20	Part Lot 1 Concession 9	61R-22002	WC637869	2021/06/21
Spikula, Norman B90-20	Part Lot 27 Concession 9	61R-21954	WC639244	2021/09/03
Karlovec, Ivan D'Uva, Paula B38-20	Part Lot 20 Concession 4	61R-22011	WC641556 WC641558	2021/07/20
O'Connell, Larry James B106-20	Part Lot 29 Concession 3	61R-21977	WC647770	2021/09/13
Kirkwood, Sylvia B66-17	Part Lot 10 Concession 8	61R-21967	WC647639	2021/09/10



# Town of Erin

## Corporate Report

<b>Department:</b>	Infrastructure Services	<b>Report Number:</b>	PR2021-06
<b>Business Unit:</b>	Parks, Recreation & Culture	<b>Meeting Date:</b>	11/16/2021
<b>Presented/ Prepared By:</b>	Nick Colucci, Director of Infrastructure Services Engineer		

### Subject

**Barbour Field and Hillsburgh Community Centre Feasibility Studies**

### Recommendation

**Be it resolved that** Council hereby receive report number PR2021-06 *“Barbour Field and Hillsburgh Community Centre Feasibility Studies”* for information.

### Background

The purpose of this report is to provide Council with an update on the status of the Barbour Field Multi-Use Community Centre Study & Hillsburgh Community Centre Future Use Options Study.

In July of 2021 the Town of Erin awarded the preparation of the Barbour Field Multi-Use Community Centre Study & Hillsburgh Community Centre Future Use Options Study to MGA McQueen Galloway Associates.

The attached PowerPoint prepared by MGA McQueen Galloway Associates outlines the current status of the project for Council.

The next steps for this project will be to provide further consultation with the public and bring forward final reports to Council in early 2022.

### Strategic Pillar

Healthy Lifestyle & Vibrant Community

### Financial Impact

There is no financial impact as these items are included in the current and future Budgets.

**Conclusion**

That Council hereby receive report number PR2021-06 "*Barbour Field and Hillsburgh Community Centre Feasibility Studies*" for information.

**Attachments**

Appendix A – PowerPoint Presentation by MGA McQueen Galloway Associates

[Nick Colucci](#)

---

Director

[Nathan Hyde](#)

---

Chief Administrative Officer

# Barbour Field Multi-Use Community Centre

## Project Update



# PRESENTATION FORMAT

- How Did We Get Here?
- What Our Research Revealed
- Options Review
- Preferred Option
- Conceptual Plan
- Next Steps

# How Did We Get Here?

- The Hillsburgh Community Centre (HCC) is reaching the end of its useful lifespan (circa 1950's / arena 1960's).
- Parks and Recreation Master Plan (PRMP) recommended that the Town commission a feasibility study to address future use of HCC and new Multi-Use Community Centre at Barbour Field.
- The PRMP recommended that once the HCC ice plant was decommissioned - the Town construct a twin pad at Barbour Field leaving one of the pads dormant until a 3<sup>rd</sup> pad was required.
- HCC can be sustained through to 2027 with regular capital repairs.
- The Town will be well served by 2 ice pads through to 2041 and beyond.

# What Our Research Revealed?

- HCC can be sustained through to 2027 (at minimum) with regular capital repairs.
- The Town will be well served by 2 ice pads through to 2041 and beyond.
- The existing situation can be sustained for an additional 10 years.
- There is no one major capital requirement at HCC to trigger decommissioning between now and 2027.
- The Barbour Field Site has appropriate zoning and capacity to accommodate a MURC with twin-pad and complimentary outdoor amenities.
- A third option was identified through our community consultations

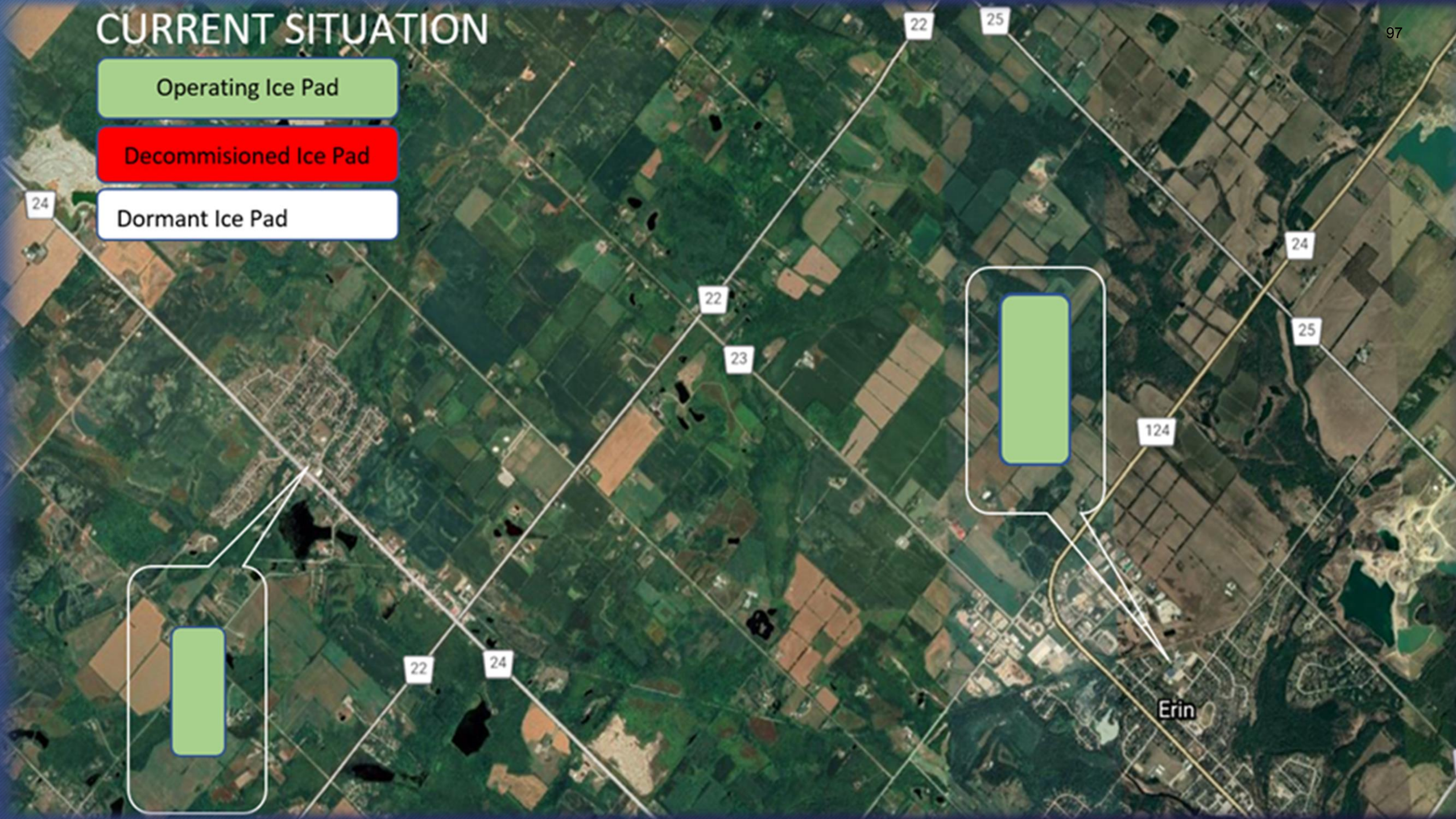
# OPTIONS REVIEW

# CURRENT SITUATION

Operating Ice Pad

Decommisioned Ice Pad

Dormant Ice Pad

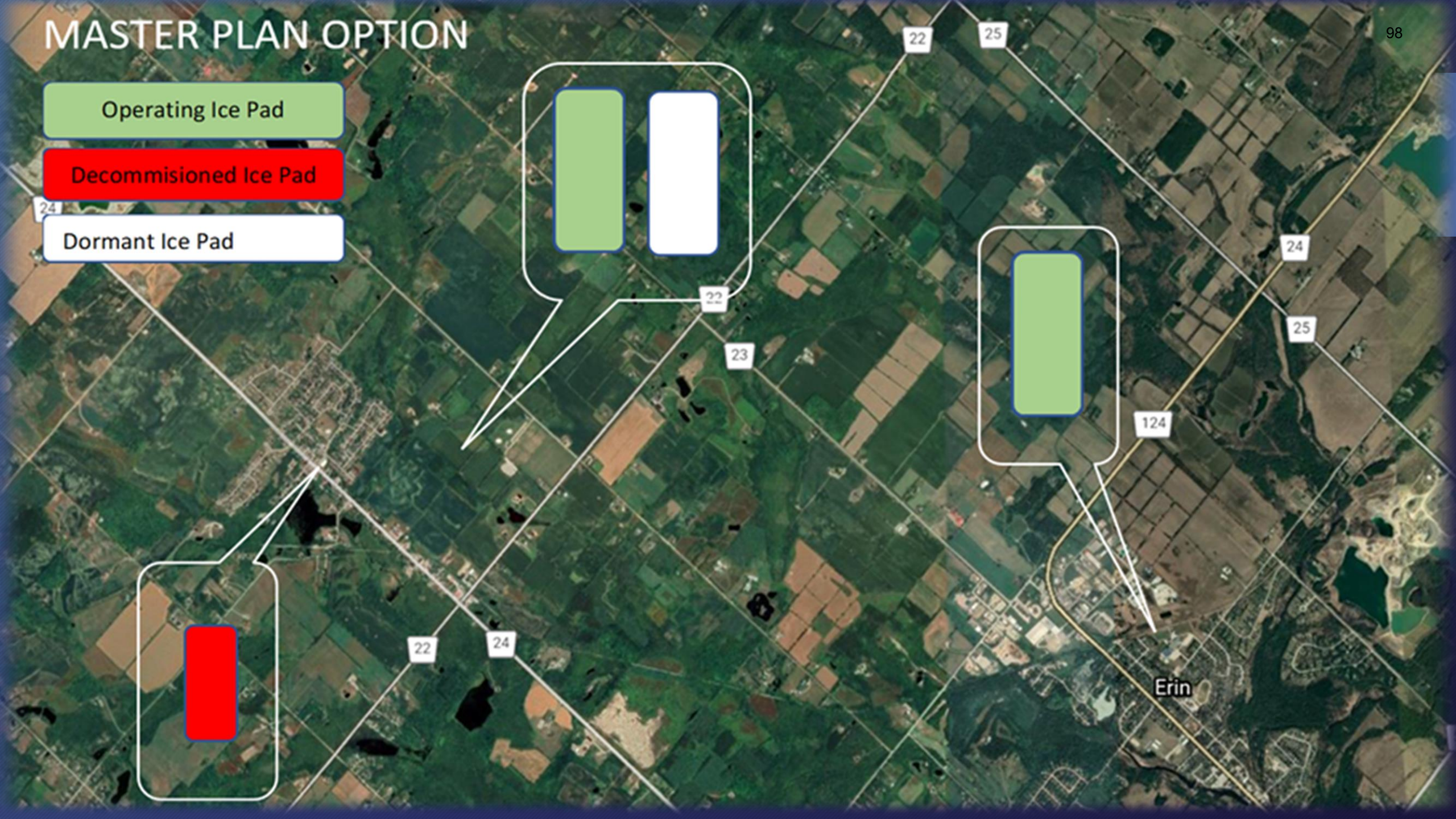


# MASTER PLAN OPTION

Operating Ice Pad

Decommisioned Ice Pad

Dormant Ice Pad

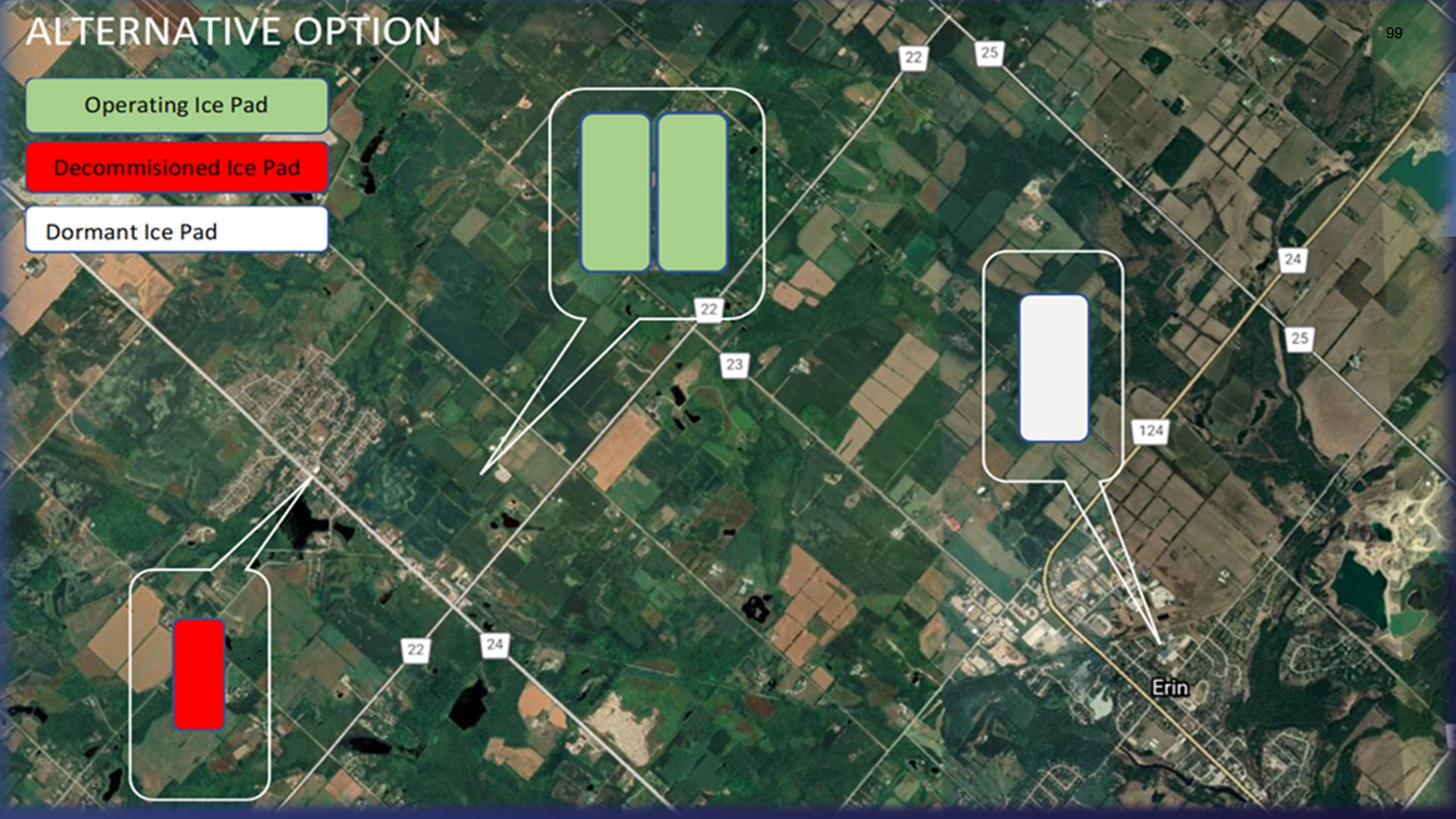


# ALTERNATIVE OPTION

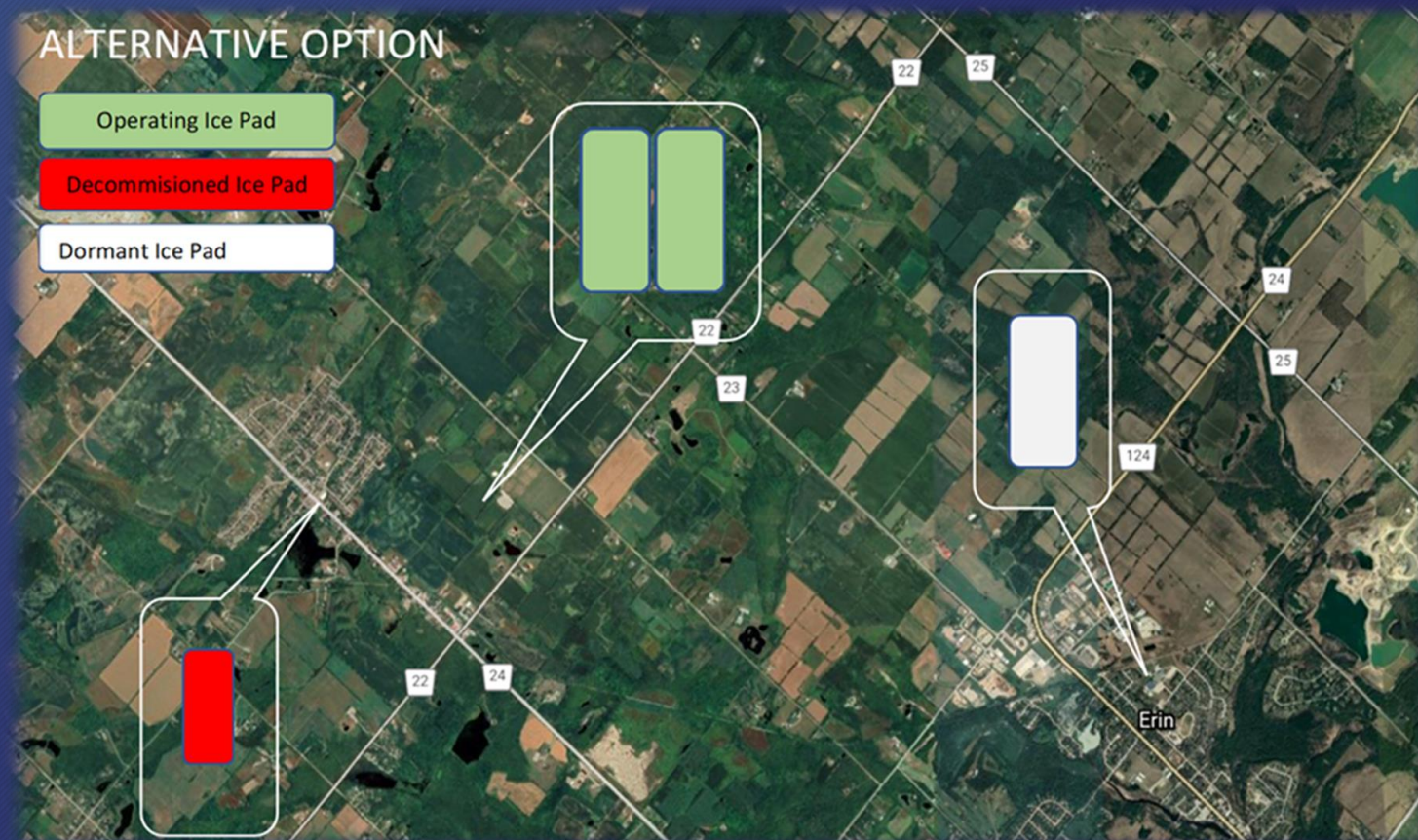
Operating Ice Pad

Decommisioned Ice Pad

Dormant Ice Pad



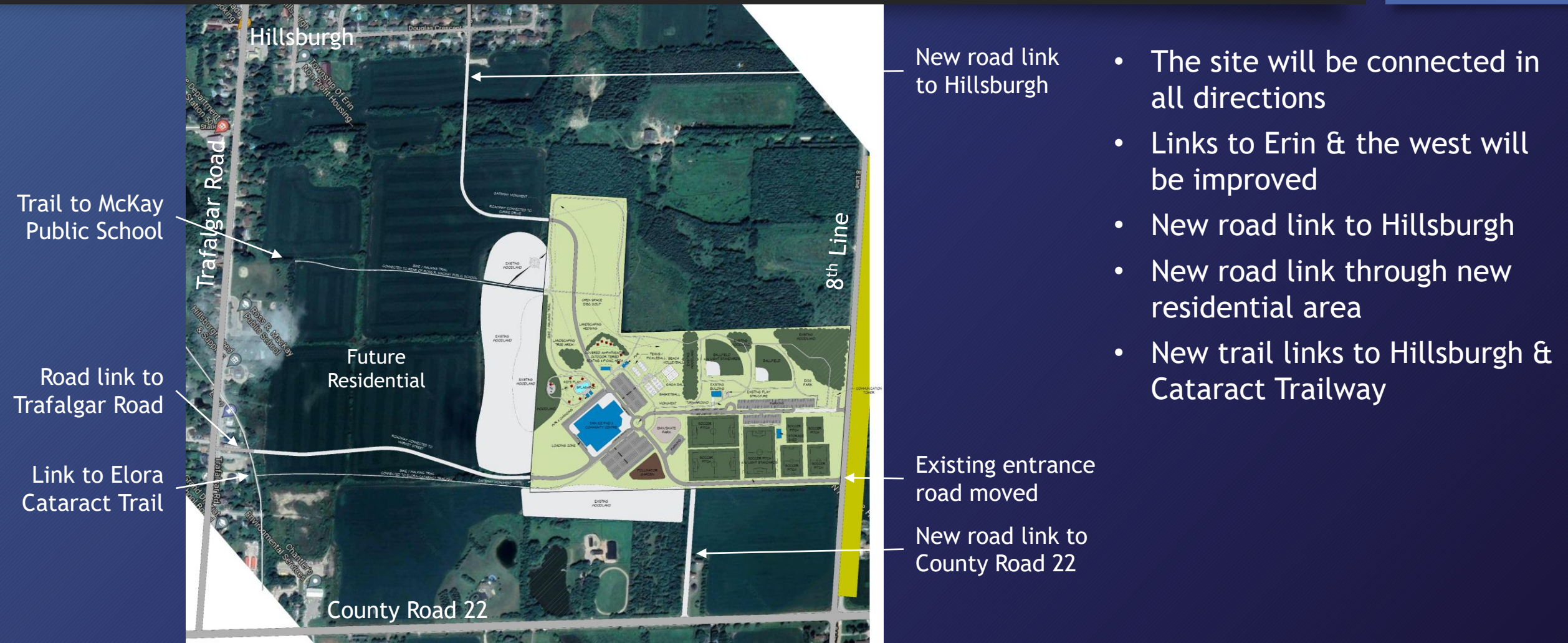
# Preferred Option



# Conceptual Plan

- Conceptual Plan
  - Site Connections
  - Site Zones
  - Site Facilities
- Building Plan
- Building Detail

# Site Connections



- The site will be connected in all directions
- Links to Erin & the west will be improved
- New road link to Hillsburgh
- New road link through new residential area
- New trail links to Hillsburgh & Cataract Trailway

# Site Zones



- The site is organized around a central Hub Building and Traffic Circle
- Each activity zone has access to parking and the trail system
- The Site layout enables each zone to be used independently or concurrently as needed
- Parking and drop-off areas are located to minimize conflicts between user groups

# Site Facilities - Field Sports



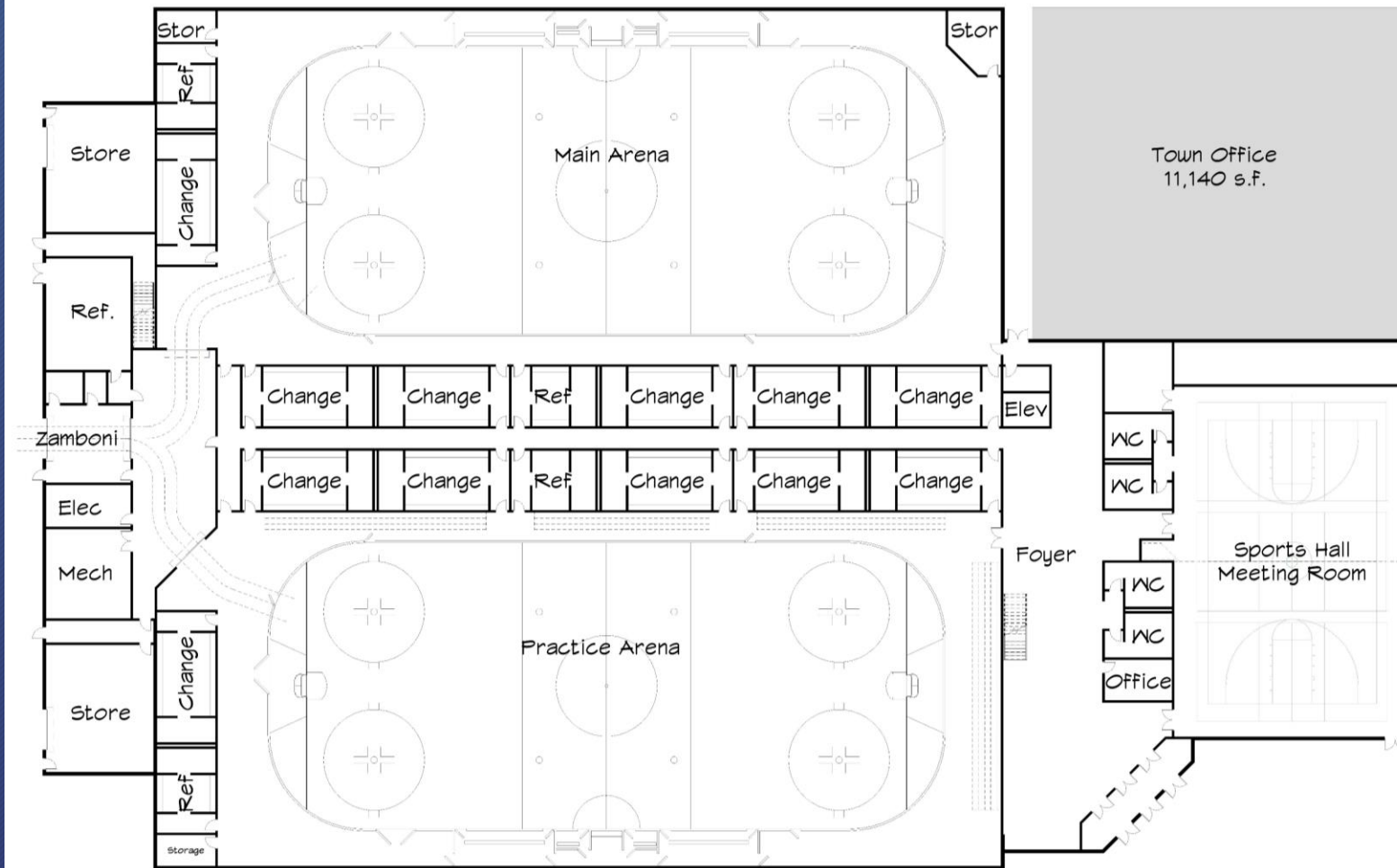
- Improved & expanded parking
- Safe drop-off areas for Soccer & Baseball
- Existing road entrance relocated to eliminate through traffic
- Soccer pitches realigned - central pitch can be enclosed with a dome
- Groundskeeping equipment storage added
- Enclosed Dog Park added

# Site Facilities - Hub Area



- Children's Zone: Fenced, includes Splash Pad, Play Equipment and a mini-trail into the woodland
- Public Performance Zone: Covered Stage, with tiered 'Amphitheatre' area
- Court Sports: Grouped around a central shelter, with washrooms nearby
- Teen's Zone: BMX / Skate park visible from Hub Building and provided with dedicated parking
- Nature Zone: Community-maintained Pollinator garden

# Building Plan - Ground Floor



Main and Practice Ice Pads, with associated Changing & service spaces

Practice Pad has bleacher seating

Multipurpose Sports Hall, configurable for Basketball, Badminton, Pickleball etc with moveable partitions

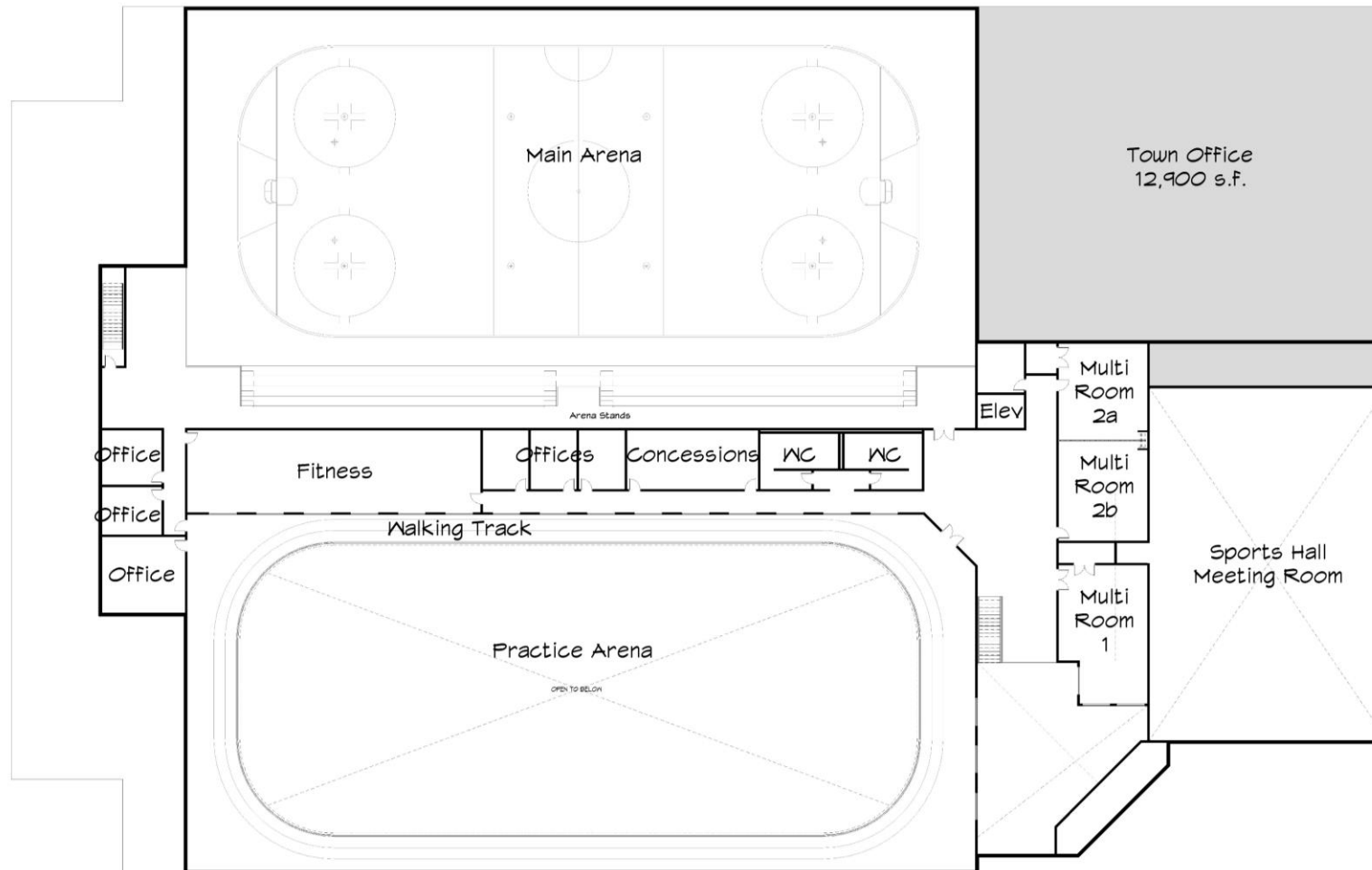
Large public Foyer with space for reception desks, Concession, etc.

11,140 s.f. space allowance for Township Offices

Grounds Maintenance Equipment storage

Building can be constructed in two phases. The first phase would include the Town Office, Sports Hall and Entrance elements to the right of the arenas in the plan.

# Building Plan - Upper Floor



- Main Arena: Spectator seating & Scoring / Control Room
- Indoor Walking track around upper part of Practice Pad space
- Three Multipurpose Rooms, one is reconfigurable with a moveable partition
- Fitness Suite, Concession space & Admin offices
- 12,900 s.f. space allowance for Township Offices (Total 24,000 s.f.)
- Building total gross floor area 138,300 square feet

# Next Steps

- Council Comments
- Present Conceptual Plans for Community Input
- Companion Survey to Determine Priority Amenities
- Summary of Community Comments
- Submission of Final Report



# THE CORPORATION OF THE TOWN OF ERIN

## By-Law # 21- 62

### Being a By-law to adopt the 2022 Budget for the purposes of the Municipality

**Whereas** the *Municipal Act, 2001, S.O. 2001,c.25, Section 290* requires that the Council of a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**And Whereas**, the Council of the local municipality may require that the current year’s estimates of every board, commission, or other body for which the Council is required to levy a tax rate or provide money, be submitted to the Council each year;

**And Whereas** the Council of the Corporation of the Town of Erin has in accordance with the Municipal Act considered the estimates of all sums required during the year, including the estimates of all its boards, commissions, and other bodies;

**Now Therefore the Council of the Corporation of the Town of Erin hereby Enacts as follows:**

1. **THAT** the estimates of the Corporation of the Town of Erin as set out in Schedule “A” attached hereto and forming part of this by-law be adopted;
2. **THAT** the Capital Cost and Funding Source estimates set out in Schedule “B” attached hereto and forming part of this by-law be adopted;
3. **THAT** the Reserves and Reserve Funds estimates set out in Schedule “C” attached hereto and forming part of this by-law be adopted;
4. **THAT** this by-law shall remain in force until repealed, and any former by-laws relating to such shall be repealed;

**Passed in open Council on December 16, 2021.**

\_\_\_\_\_  
**Mayor, Allan Ails**

\_\_\_\_\_  
**Clerk, Lisa Campion**


**2022 Budget  
Schedule A**

Description	2021 Budget Expense	2021 Budget Revenues	2021 Net Budget	2022 Budget Expense	2022 Budget Revenues	2022 Net Budget	Net Variance
<b>Programs</b>							
Council	189,600		189,600	194,082		194,082	4,482
Corporate Services	1,923,500	446,000	1,477,500	2,234,618	524,200	1,710,418	232,918
Economic Development	266,000	35,000	231,000	297,426	35,000	262,426	31,426
Modernization Grant	182,373	182,373		121,169	121,169		
Advisory Committees	90,700	24,200	66,500	98,888	31,058	67,830	1,330
Building	359,500	359,500		422,592	422,592		
Planning	302,700	163,000	139,700	660,472	660,472		(139,700)
By-Law Enfor/Crossing Grds	135,100	23,100	112,000	220,712	23,100	197,612	85,612
Conservation Authorities	170,400		170,400	173,808		173,808	3,408
Fire	1,166,400	345,000	821,400	973,717	211,897	761,820	(59,580)
Emergency Planning	1,000		1,000	1,020		1,020	20
Roads	3,155,900	214,000	2,941,900	3,064,114	214,000	2,850,114	(91,786)
Streetlights	116,460	116,460		118,789	118,789		
Water	1,290,100	1,297,600	(7,500)	1,317,150	1,336,528	(19,378)	(11,878)
Wastewater	67,500	60,000	7,500	7,830		7,830	330
Parks & Recreation	1,385,040	679,630	705,410	1,413,446	687,130	726,316	20,906
Cemeteries	4,000		4,000	14,080	10,000	4,080	80
BIA	48,800	48,800		17,200	17,200		
<b>Subtotal Programs</b>	<b>10,855,073</b>	<b>3,994,663</b>	<b>6,860,410</b>	<b>11,351,113</b>	<b>4,413,135</b>	<b>6,937,978</b>	<b>77,568</b>
<b>Non-Program</b>							
Transfer for Capital Projects	799,700		799,700	1,038,500		1,038,500	238,800
Resource Requests							
Assessment Growth							
Transfer from Tax Rate Stabilization		106,005	(106,005)		196,463	(196,463)	(90,458)
Infrastructure Renewal Trf	761,354		761,354	761,354		761,354	
Tax Levy		7,689,659	(7,689,659)		7,912,752	(7,912,752)	(223,093)
PILS and Supplementary Taxes		122,500	(122,500)		125,317	(125,317)	(2,817)
OMPF		593,300	(593,300)		593,300	(593,300)	
Tax Write Offs	90,000		90,000	90,000		90,000	
<b>Subtotal Corporate</b>	<b>1,651,054</b>	<b>8,511,464</b>	<b>(6,860,410)</b>	<b>1,889,854</b>	<b>8,827,832</b>	<b>(6,937,978)</b>	<b>(77,568)</b>
<b>Net Total (Surplus)</b>	<b>12,506,127</b>	<b>12,506,127</b>		<b>13,240,967</b>	<b>13,240,967</b>		

Tax Rate Change

2.9%



**2023 - 2025 Forecasts  
Schedule A**

Description	2023 Forecast Expense	2023 Forecast Revenues	2023 Net Forecast	2024 Forecast Expense	2024 Forecast Revenues	2024 Net Forecast	2025 Forecast Expense	2025 Forecast Revenues	2025 Net Forecast
<b>Programs</b>									
Council	201,913		201,913	210,074		210,074	218,578		218,578
Corporate Services	2,222,491	455,124	1,767,367	2,305,523	464,227	1,841,296	2,391,883	473,510	1,918,373
Economic Development	307,003	35,200	271,803	316,932	35,404	281,528	325,012	35,612	289,400
Modernization Grant									
Advisory Committees	100,864	31,679	69,185	102,880	32,311	70,569	104,935	32,956	71,979
Building	439,627	439,627		457,383	457,383		475,887	475,887	
Planning	672,927	672,927		685,884	685,884		699,366	699,366	
By-Law Enfor/Crossing Grds	229,062	23,562	205,500	237,751	24,033	213,718	246,798	24,514	222,284
Conservation Authorities	177,284		177,284	180,829		180,829	184,446		184,446
Fire	1,037,989	213,545	824,444	1,033,227	215,081	818,146	1,099,468	216,486	882,982
Emergency Planning	1,040		1,040	1,061		1,061	1,082		1,082
Roads	3,150,775	214,000	2,936,775	3,241,233	214,000	3,027,233	3,332,664	214,000	3,118,664
Streetlights	121,164	121,164		123,586	123,586		126,057	126,057	
Water	1,344,797	1,376,624	(31,827)	1,373,052	1,417,924	(44,872)	1,401,935	1,460,463	(58,528)
Wastewater	7,800		7,800	8,112		8,112	8,436		8,436
Parks & Recreation	1,448,683	693,102	755,581	1,493,050	706,845	786,205	1,532,817	720,859	811,958
Cemeteries	14,162	10,000	4,162	14,245	10,000	4,245	14,330	10,000	4,330
BIA	48,800	48,800		48,800	48,800		48,800	48,800	
<b>Subtotal Programs</b>	<b>11,526,381</b>	<b>4,335,354</b>	<b>7,191,027</b>	<b>11,833,622</b>	<b>4,435,478</b>	<b>7,398,144</b>	<b>12,212,494</b>	<b>4,538,510</b>	<b>7,673,984</b>
<b>Non-Program</b>									
Transfer for Capital Projects	1,064,000		1,064,000	934,500		934,500	846,000		846,000
Resource Requests									
Assesment Growth									
Transfer from Tax Rate Stabilization									
Infrastructure Renewal Trf	776,581		776,581	792,113		792,113	807,955		807,955
Tax Levy		8,146,411	(8,146,411)		8,386,516	(8,386,516)		8,633,721	(8,633,721)
PILS and Supplementary Taxes		128,199	(128,199)		131,147	(131,147)		134,164	(134,164)
OMPF		593,300	(593,300)		593,300	(593,300)		593,300	(593,300)
Tax Write Offs	91,800		91,800	93,636		93,636	95,509		95,509
<b>Subtotal Corporate</b>	<b>1,932,381</b>	<b>8,867,910</b>	<b>(6,935,529)</b>	<b>1,820,249</b>	<b>9,110,963</b>	<b>(7,290,714)</b>	<b>1,749,464</b>	<b>9,361,185</b>	<b>(7,611,721)</b>
<b>Net Total (Surplus)</b>	<b>13,458,762</b>	<b>13,203,264</b>	<b>255,498</b>	<b>13,653,871</b>	<b>13,546,441</b>	<b>107,430</b>	<b>13,961,958</b>	<b>13,899,695</b>	<b>62,263</b>
<b>Tax Rate Change</b>			<b>2.9%</b>			<b>2.9%</b>			<b>2.9%</b>

Budget Year 2022



Forecast Periods 2022

Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Comments
PKR0003	Hillsburgh Community Centre	Parks & Recreation	80	648,000	600,000	-	-	-	-	48,000	
RDS0016	Bridge 5 (2nd Line South Erin-	Roads	80	915,000	-	-	915,000	-	-	-	
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	
RDS0021	Winston Churchill Blvd with	Roads	80	125,000	-	-	125,000	-	-	-	Costs updated by Program Director, increased \$25k
WST0002	Wastewater Treatment Plant	Wastewater System	80	9,466,300	-	6,247,758	-	-	3,218,542	-	
WTR0001	Water Service for New	Water System	80	8,507,077	-	8,507,077	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	10,689,700	-	8,017,275	-	-	2,672,425	-	
FIR0001	Hose Cache	Fire	70	20,000	-	-	-	-	-	20,000	
FIR0007	Confidence Maze Training	Fire	70	85,000	-	-	-	-	-	85,000	
FIR0009	Gear Washer & Dryer	Fire	70	30,000	-	-	-	-	-	30,000	
PKR0009	Ballinafad BCA	Parks & Recreation	60	25,500	-	-	-	-	5,000	20,500	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	30,000	-	-	-	-	300,000	Costs updated by Program Director, increased \$30k
PKR0005	Tractor (2007)	Parks & Recreation	50	50,000	-	-	-	-	-	50,000	Costs updated by Program Director, increased \$25k
PKR0011	Parks	Parks & Recreation	50	55,000	-	-	-	-	-	55,000	Costs updated by Program Director to add dog waste bins; costs increase \$10k.
PKR0012	Replace GMC Sierra 2500 Pick-up truck	Parks & Recreation	50	55,000	-	-	-	-	-	55,000	
RDS0012	Backhoe Loader	Roads	50	200,000	-	-	-	-	-	200,000	
RDS0014	Trailer Replacement (Unit 54	Roads	50	30,000	-	-	-	-	-	30,000	
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	
CRP0006	Windows 2012 Servers	Corporate Services	40	20,000	-	-	-	-	-	20,000	
WTR0004	Meter Replacement	Water System	40	441,565	30,000	-	-	-	411,565	-	Water Meter Replacement increased by \$411.6k; contingent on receiving Modernation Intake 3 Grant.
WTR0005	Water Capital Equipment	Water System	40	35,000	35,000	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	
FIR0008	Electronic Messaging Signs	Fire	0	40,000	40,000	-	-	-	-	-	
<b>Total 2022 Capital Projects Reviewed During 2021 Budget</b>				<b>32,396,248</b>	<b>1,058,106</b>	<b>23,072,110</b>	<b>1,040,000</b>	<b>-</b>	<b>6,307,532</b>	<b>918,500</b>	
New	Barbour Field Dog/Park Fencing	Parks & Recreation		30,000	30,000	-	-	-	-	-	
New	Victoria Park Paving	Parks & Recreation		40,000	-	-	-	-	-	40,000	
New	Roads Shop BCA	Roads		4,500	-	-	-	-	-	4,500	
New	Roads Shop Paving	Roads		40,000	-	-	-	-	-	40,000	
New	Roads Shop Washroom / storage reno	Roads		50,000	50,000	-	-	-	-	-	
New	Roads Shop Insulate Storage Shed	Roads		35,000	31,000	-	-	-	-	4,000	
New	Erin Station - Recoat the Metal Roofing	Fire		16,500	-	-	-	-	-	16,500	
New	Erin Station - Repaint the Interior	Fire		15,000	-	-	-	-	-	15,000	
<b>Total New Requested Capital for 2022</b>				<b>231,000</b>	<b>111,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	
<b>Total Capital Requested for 2022</b>				<b>32,627,248</b>	<b>1,169,106</b>	<b>23,072,110</b>	<b>1,040,000</b>	<b>-</b>	<b>6,307,532</b>	<b>1,038,500</b>	

Budget Year 2022

Forecast Periods 2023



Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Cost Recovery	Comments
RDS0017	Culvert 2053 (27th Sideroad)	Roads	80	675,000	-	-	-	675,000	-	-	-	
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	-	
RDS0021	Winston Churchill Blvd with	Roads	80	4,000,000	-	-	4,000,000	-	-	-	-	
WST0002	Wastewater Treatment Plant	Wastewater System	80	20,401,700	-	13,465,122	-	-	6,936,578	-	-	
WTR0001	Water Service for New	Water System	80	8,507,077	-	8,507,077	-	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	7,469,000	-	5,601,750	-	-	1,867,250	-	-	
FIR0011	Replace Rescue Tanker 58	Fire	70	450,000	-	-	-	-	-	450,000	-	
CRP0008	Townhall Repairs	Corporate Services	60	25,200	-	-	-	-	-	25,200	-	
CRP0009	HVAC System	Corporate Services	60	25,300	-	-	-	-	-	25,300	-	
PKR0009	Ballinafad BCA	Parks & Recreation	60	15,000	-	-	-	-	5,000	10,000	-	
RDS0013	Trackless Sidewalk Plow	Roads	60	125,000	-	-	-	-	-	125,000	-	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	150,000	-	-	-	-	180,000	-	Costs updated by Program Director, increased \$30k
RDS0024	Tractor (2008 Unit 41)	Roads	55	100,000	-	-	-	-	-	100,000	-	
PKR0011	Parks	Parks & Recreation	50	40,500	-	-	-	-	-	40,500	-	
PKR0013	Replace Kubota Tractor (F3680)	Parks & Recreation	50	45,000	-	-	-	-	-	45,000	-	Costs updated by Program Director, increased \$20k
PKR0014	Replace Driveprod Plow Blade	Parks & Recreation	50	10,000	-	-	-	-	-	10,000	-	
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	-	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	-	
CRP0007	Replace Microsoft Office	Corporate Services	40	22,000	-	-	-	-	-	22,000	-	
WTR0004	Meter Replacement	Water System	40	30,000	30,000	-	-	-	-	-	-	
WTR0005	Water Capital Equipment	Water System	40	22,500	22,500	-	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	-	
<b>Total 2023 Capital Projects Reviewed During 2021 Budget</b>				<b>42,921,383</b>	<b>525,606</b>	<b>27,873,949</b>	<b>4,000,000</b>	<b>675,000</b>	<b>8,808,828</b>	<b>1,038,000</b>	<b>-</b>	
New	Roads Shop BCA	Roads		6,000	-	-	-	-	-	6,000	-	
New	Hose Cache			20,000	-	-	-	-	-	20,000	-	
<b>Total New Requested Capital for 2023</b>				<b>26,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,000</b>	<b>-</b>	
<b>Total Capital Requested for 2023</b>				<b>42,947,383</b>	<b>525,606</b>	<b>27,873,949</b>	<b>4,000,000</b>	<b>675,000</b>	<b>8,808,828</b>	<b>1,064,000</b>	<b>-</b>	

Budget Year 2022  
Forecast Periods 2024



Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Cost Recovery	Comments
RDS0018	Culvert 2027 (Sideroad 32 West	Roads	80	613,500	-	-	-	-	-	613,500	-	
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	-	
WST0002	Wastewater Treatment Plant	Wastewater System	80	14,538,800	-	9,595,608	-	-	4,943,192	-	-	
WTR0001	Water Service for New	Water System	80	8,507,077	-	8,507,078	-	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	2,187,300	-	1,640,475	-	-	546,825	-	-	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	330,000	-	-	-	-	-	-	Costs updated by Program Director, increased \$30k
RDS0026	Steamer Replacement (Unit 52)	Roads	55	25,000	-	-	-	-	-	25,000	-	Costs updated by Program Director, increased \$10k
RDS0027	Cube Van Replacement (Unit 25)	Roads	55	50,000	-	-	-	-	-	50,000	-	
PKR0011	Parks	Parks & Recreation	50	11,000	-	-	-	-	-	11,000	-	
PKR0015	Replace Dodge 2017 Ram 1500	Parks & Recreation	50	50,000	-	-	-	-	-	50,000	-	Costs updated by Program Director, increased \$10k
PKR0016	Replace 2017 GMC Sierra	Parks & Recreation	50	50,000	-	-	-	-	-	50,000	-	Costs updated by Program Director, increased \$10k
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	-	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	-	
WTR0004	Meter Replacement	Water System	40	30,000	30,000	-	-	-	-	-	-	
WTR0005	Water Capital Equipment	Water System	40	5,000	5,000	-	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	-	
RDS0025	Wood Chipper Replacement	Roads	0	55,000	-	-	-	-	-	55,000	-	Costs updated by Program Director, increased \$10k
<b>Total 2024 Capital Projects Reviewed During 2021 Budget</b>				<b>27,080,783</b>	<b>688,106</b>	<b>20,043,161</b>	<b>-</b>	<b>-</b>	<b>5,490,017</b>	<b>859,500</b>	<b>-</b>	
New	Roads Shop BCA	Roads		5,000	-	-	-	-	-	5,000	-	
New	Hose Cache	Fire		20,000	-	-	-	-	-	20,000	-	
New	Station 10 Feasibility Study	Fire		50,000	-	-	-	-	-	50,000	-	
<b>Total New Requested Capital for 2024</b>				<b>75,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,000</b>	<b>-</b>	
<b>Total Capital Requested for 2024</b>				<b>27,155,783</b>	<b>688,106</b>	<b>20,043,161</b>	<b>-</b>	<b>-</b>	<b>5,490,017</b>	<b>934,500</b>	<b>-</b>	

Budget Year 2022  
Forecast Periods 2025



Project Id	Description	Department	Priority	Expenditures	Res. & Res. Funds	DCs	Debt	Gas Tax	Other Grants	Taxation	Cost Recovery	Comments
TBD	Culvert 2051 (8th line)	Roads		126,000		-	-	125,000	-		-	
TBD	Culvert 2038 (1st line)	Roads		675,500		-	-	675,500	-		-	
TBD	Pumper 52 Replacement	Fire		1,000,000	200,000	200,000				600,000		
RDS0020	Surface Treatment Program	Roads	80	300,000	-	300,000	-	-	-	-	-	
WST0002	Wastewater Treatment Plant	Wastewater System	80	5,000,000	-	5,000,000	-	-	-	-	-	
WTR0001	Water Service for New	Water System	80	5,000,000	-	5,000,000	-	-	-	-	-	
WTR0010	Water System Existing	Water System	80	263,106	263,106	-	-	-	-	-	-	
WST0003	Wastewater Collection System	Wastewater System	75	2,500,000	-	2,500,000	-	-	-	-	-	
RDS0022	Tandem Axle Snow Plow	Roads	55	330,000	150,000	-	-	-	-	180,000	-	
RDS0027	Cube Van Replacement (Unit 25)	Roads	55	50,000	-	-	-	-	-	50,000	-	
PKR0011	Parks	Parks & Recreation	50	11,000	-	-	-	-	-	11,000	-	
RDS0019	Energy Conservation Projects	Roads	50	5,000	-	-	-	-	-	5,000	-	
WTR0009	Water Equipment to Extend Life	Water System	50	45,000	45,000	-	-	-	-	-	-	
WTR0004	Meter Replacement	Water System	40	30,000	30,000	-	-	-	-	-	-	
WTR0005	Water Capital Equipment	Water System	40	5,000	5,000	-	-	-	-	-	-	
WTR0006	Water Building and minor	Water System	40	15,000	15,000	-	-	-	-	-	-	
<b>Total Capital Requested for 2025</b>				<b>15,355,606</b>	<b>708,106</b>	<b>13,000,000</b>	<b>-</b>	<b>800,500</b>	<b>-</b>	<b>846,000</b>	<b>-</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2021	2022 TRANSACTIONS		Projected BALANCE @ DEC 31 2022	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	1,392,101		196,463	1,195,638	Stabilize tax rate increase to 2.9% and fund Capital projects.
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	4,536,689	761,354		5,298,043	
Unallocated	RESERVE FUND	Gas Tax Grant	189,155	694,032		883,187	
Unallocated	RESERVE FUND	Modernization Grant	121,169		121,169	-	Orton \$7.5k
Unallocated	RESERVE FUND	Nestle Community Grant	9,549		7,500	2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	111,222			111,222	
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>6,621,136</b>			<b>7,751,390</b>	
Admin	RESERVES	ELECTION EXPENSE	78,097	20,400	78,000	20,497	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	79,865	15,000	48,000	46,865	EDRMS project
Admin	RESERVES	ADMIN FILE MANAGEMENT	87,571		80,000	7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	OP PLN1 (\$56k)and Review PLN2
Admin	RESERVE FUND	ADMINISTRATION DC	\$ (742,952)	50,834	152,000	(844,118)	
<b>TOTAL Admin</b>			<b>\$ (444,356)</b>			<b>(716,122)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	176,347	30,294		206,641	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>176,347</b>			<b>206,641</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERVE	41,644		10,000	31,644	Transfer to offset Operating Budget
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>41,644</b>			<b>31,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	27,675	91,204		118,878	FIR00008 Electronic Messaging signs  FIR011 \$200k Tanker 58
Fire	RESERVES	FIRE CAPITAL	95,083		40,000	55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	185,167	100,000	200,000	85,167	
<b>TOTAL Fire</b>			<b>436,212</b>			<b>387,415</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2021	2022 TRANSACTIONS		Projected BALANCE @ DEC 31 2022	Comments
Description				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	CENTRE 2000 CAPITAL	410,291		110,000	300,291	Ice Resurfacer PKR0002 for ECC order is in 2021 but delivery may be in 2022.
Recreation	RESERVES	Barbour Field	146,341		30,000	116,341	Barbour Field dog park / fencing
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	63,096	11,000		74,096	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	200,000	50,000		250,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	606,266	75,000	600,000	81,265	PKR3 Hillsburgh Community Centre \$600k
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	495,389	172,797	64,500	603,686	Loan payment for Barbourfileds expansion & offset to operating
<b>TOTAL Recreation</b>			<b>1,960,122</b>			<b>1,464,419</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H	-			-	
Roads	RESERVES	ROADS CAPITAL	81,314		81,000	314	Roads Shop Reno / Shed
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	210,731	35,100		245,831	
Roads	RESERVES	ROADS Fleet Reserve	150,000	50,000	30,000	170,000	Tandem Axle Snow Plow (remaining \$300k funded from tax)
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,387,447	319,565	300,000	1,407,011	RDS20 Surface treatment \$300k
<b>TOTAL Roads</b>			<b>2,121,759</b>			<b>2,115,424</b>	
Water	RESERVES	WATER LIFECYCLE	2,856,297	468,200	388,106	2,936,391	WTR5 \$30k; WTR5 \$35k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k;
Water	RESERVE FUND	Water EA STUDY	37,784				
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(28,986)	7,992		(20,994)	
<b>TOTAL Water</b>			<b>2,999,482</b>			<b>3,049,784</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	23,845,591		15,392,322	8,453,269	2021 planned expenditure deferred to 2022
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>23,855,230</b>			<b>8,462,908</b>	
Committee	RESERVES	CEMETERY CAPITAL	92,455		10,000	82,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC	1,761				
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>176,328</b>			<b>164,568</b>	
			<b>37,981,689</b>	<b>2,952,772</b>	<b>17,939,060</b>	<b>22,955,856</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE @ DEC 31 2023	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	1,195,638		255,498	940,140	Stabilize tax rate increase to 2.9% and fund Capital projects.
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	5,298,043	776,581	150,000	5,924,624	RDS22 Tandem Axle Snow Plow
Unallocated	RESERVE FUND	Gas Tax Grant	883,187	694,032	675,000	902,219	RDS17 Culvert 2053 \$675k
Unallocated	RESERVE FUND	Modernization Grant	-				
Unallocated	RESERVE FUND	Nestle Community Grant	2,049			2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	111,222				
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>7,751,390</b>			<b>8,030,284</b>	
Admin	RESERVES	ELECTION EXPENSE	20,497	32,700		53,197	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	46,865	15,000	-	61,865	
Admin	RESERVES	ADMIN FILE MANAGEMENT	7,571			7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	
Admin	RESERVE FUND	ADMINISTRATION DC	(844,118)	50,834	40,000	(833,284)	ECO3 Eco Dev Strategy
<b>TOTAL Admin</b>			<b>(716,122)</b>			<b>(657,587)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	206,641	30,900		237,541	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>206,641</b>			<b>237,541</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERV	31,644		10,000	21,644	
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>31,644</b>			<b>21,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	118,878	91,204	87,600	122,482	Tanker 58 and Firehall expansion
Fire	RESERVES	FIRE CAPITAL	55,083			55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	85,167	100,000	180,000	5,167	FIR11 Replace Rescue Tanker 58
<b>TOTAL Fire</b>			<b>387,415</b>			<b>311,019</b>	
Recreation	RESERVES	CENTRE 2000 CAPITAL	300,291			300,291	
Recreation	RESERVES	Barbour Field	116,341			116,341	



## RESERVES

DEPARTMENT		Description	Projected BALANCE @ DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE @ DEC 31 2023	Comments
				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	74,096	11,000		85,096	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	250,000	50,000		300,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	81,265	75,000		156,266	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	603,686	172,797	65,790	710,693	Loan payment for Barbourfileds expansion & offset to operating
<b>TOTAL Recreation</b>			<b>1,464,419</b>			<b>1,707,426</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H)	-			-	
Roads	RESERVES	ROADS CAPITAL	314			314	
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	245,831	30,900		276,731	
Roads	RESERVES	ROADS Fleet Reserve	170,000	50,000		220,000	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,407,011	319,565	300,000	1,426,576	RDS0020 Surface Treatment \$300k
<b>TOTAL Roads</b>			<b>2,115,424</b>			<b>2,215,889</b>	
Water	RESERVES	WATER LIFECYCLE	2,936,391	491,400	375,606	3,052,185	WTR5 \$30k; WTR5 \$22k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k; Communications
Water	RESERVE FUND	Water EA STUDY					
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(20,994)	7,992		(13,002)	
<b>TOTAL Water</b>			<b>3,049,784</b>			<b>3,173,570</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	8,453,269	17,829,111	22,772,110	3,510,270	2022 planned expenditure deferred to 2023
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>8,462,908</b>			<b>3,519,909</b>	
Committee	RESERVES	CEMETERY CAPITAL	82,455		10,000	72,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC					
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>164,568</b>			<b>154,568</b>	
			<b>22,955,856</b>	<b>20,829,016</b>	<b>24,921,604</b>	<b>18,752,047</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2023	2024 TRANSACTIONS		Projected BALANCE @ DEC 31 2024	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	940,140		107,430	832,710	Stabilize tax rate increase to 2.9% and fund Capital projects. Tandem Axle Snow Plow
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	5,924,624	792,113	330,000	6,386,737	
Unallocated	RESERVE FUND	Gas Tax Grant	902,219	694,032		1,596,251	
Unallocated	RESERVE FUND	Modernization Grant					
Unallocated	RESERVE FUND	Nestle Community Grant	2,049			2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant					
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>8,030,284</b>			<b>9,078,999</b>	
Admin	RESERVES	ELECTION EXPENSE	53,197	32,700		85,897	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	61,865	15,000	-	76,865	
Admin	RESERVES	ADMIN FILE MANAGEMENT	7,571			7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	
Admin	RESERVE FUND	ADMINISTRATION DC	(833,284)	50,834		(782,449)	
<b>TOTAL Admin</b>			<b>(657,587)</b>			<b>(559,053)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	237,541	31,518		269,059	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>237,541</b>			<b>269,059</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERV	21,644		10,000	11,644	
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>21,644</b>			<b>11,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	122,482	91,204	18,400	195,285	Erin Firehall Expansion
Fire	RESERVES	FIRE CAPITAL	55,083			55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	5,167	100,000		105,167	
<b>TOTAL Fire</b>			<b>311,019</b>			<b>483,823</b>	
Recreation	RESERVES	CENTRE 2000 CAPITAL	300,291			300,291	
Recreation	RESERVES	Barbour Field	116,341			116,341	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2023	2024 TRANSACTIONS		Projected BALANCE @ DEC 31 2024	Comments
Description				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	85,096	11,000		96,096	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	300,000	50,000		350,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	156,266	75,000		231,266	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	710,693	172,797	67,106	816,384	Loan payment for Barbourfields expansion & offset to operating
<b>TOTAL Recreation</b>			<b>1,707,426</b>			<b>1,949,117</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H)	-			-	
Roads	RESERVES	ROADS CAPITAL	314			314	
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	276,731	30,900		307,631	
Roads	RESERVES	ROADS Fleet Reserve	220,000	50,000	150,000	120,000	Axle Tandem Plow RDS22
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,426,576	319,565	300,000	1,446,141	RDS0020 Surface Treatment \$300k
<b>TOTAL Roads</b>			<b>2,215,889</b>			<b>2,166,353</b>	
Water	RESERVES	WATER LIFECYCLE	3,052,185	516,900	358,106	3,210,979	WTR5 \$30k; WTR5 \$5k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k;
Water	RESERVE FUND	Water EA STUDY					
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(13,002)	7,992		(5,010)	
<b>TOTAL Water</b>			<b>3,173,570</b>			<b>3,340,356</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	3,510,270	25,000,000	27,573,949	936,321	2023 planned expenditure deferred to 2024
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>3,519,909</b>			<b>945,960</b>	
Committee	RESERVES	CEMETERY CAPITAL	72,455		10,000	62,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC					
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>154,568</b>			<b>144,568</b>	
			<b>18,752,047</b>	<b>28,041,555</b>	<b>28,924,991</b>	<b>17,868,611</b>	



## RESERVES

DEPARTMENT			Projected BALANCE @ DEC 31 2024	2025 TRANSACTIONS		Projected BALANCE @ DEC 31 2025	Comments
Description				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	832,710		62,263	770,447	Stabilize tax rate increase to 2.9% and fund Capital projects.
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	6,386,737	807,955		7,194,692	
Unallocated	RESERVE FUND	Gas Tax Grant	1,596,251	694,032	800,500	1,489,783	Culvert 2051 (8th line) and Culver 2038 (1st line)
Unallocated	RESERVE FUND	Modernization Grant					
Unallocated	RESERVE FUND	Nestle Community Grant	2,049			2,049	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	-			-	
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	261,252			261,252	
<b>TOTAL Unallocated</b>			<b>9,078,999</b>			<b>9,718,223</b>	
Admin	RESERVES	ELECTION EXPENSE	85,897	32,700		118,597	Municipal elections
Admin	RESERVES	COMPUTER UPGRADES	76,865	15,000	-	91,865	
Admin	RESERVES	ADMIN FILE MANAGEMENT	7,571			7,571	
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	34,761			34,761	
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891	
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Admin	RESERVE FUND	Retirement Benefits	1,838			1,838	
Admin	RESERVE FUND	ADMINISTRATION DC	(782,449)	50,834		(731,615)	
<b>TOTAL Admin</b>			<b>(559,053)</b>			<b>(460,519)</b>	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	269,059	32,148		301,207	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
<b>TOTAL Building</b>			<b>269,059</b>			<b>301,207</b>	
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERV	11,644		10,000	1,644	
Econ Dev	RESERVE FUND	Main St Revitalization Grant	-			-	
<b>TOTAL Econ Dev</b>			<b>11,644</b>			<b>1,644</b>	
Enviro	RESERVE FUND	Water EA STUDY	37,784			37,784	
<b>TOTAL Enviro</b>			<b>37,784</b>			<b>37,784</b>	
Fire	RESERVE FUND	FIRE SERVICES DC	195,285	91,204	218,400	68,089	Erin Firehall Expansion and \$200k for Pumper
Fire	RESERVES	FIRE CAPITAL	55,083			55,083	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	105,167	100,000	200,000	5,167	\$200k for Pumper; \$600k tax
<b>TOTAL Fire</b>			<b>483,823</b>			<b>256,626</b>	
Recreation	RESERVES	CENTRE 2000 CAPITAL	300,291			300,291	
Recreation	RESERVES	Barbour Field	116,341			116,341	



## RESERVES

DEPARTMENT		Description	Projected BALANCE @ DEC 31 2024	2025 TRANSACTIONS		Projected BALANCE @ DEC 31 2025	Comments
				ADDITIONS	DISBURSEMENTS		
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	96,096	11,000		107,096	Loan payment for Barbourfields expansion & offset to operating
Recreation	RESERVES	BALLINAFAD COMM CENTRE	27,355			27,355	
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	350,000	50,000		400,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	231,266	75,000		306,266	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	816,384	172,797	68,448	920,734	
<b>TOTAL Recreation</b>			<b>1,949,117</b>			<b>2,189,467</b>	
<b>TOTAL Rental</b>	RESERVES	RENTAL FACILITIES RESERVES (Erin H)	-			-	
Roads	RESERVES	ROADS CAPITAL	314			314	
Roads	RESERVES	ROADS Streetscape	5,066			5,066	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	307,631	30,900		338,531	
Roads	RESERVES	ROADS Fleet Reserve	120,000	50,000	150,000	20,000	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	136,387			136,387	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,427			11,427	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,160			17,160	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,446,141	319,565	300,000	1,465,706	
<b>TOTAL Roads</b>			<b>2,166,353</b>			<b>2,116,818</b>	
Water	RESERVES	WATER LIFECYCLE	3,210,979	516,900	358,106	3,369,773	
Water	RESERVE FUND	Water EA STUDY					
Water	RESERVE FUND	TOWN WATER RESERVE FUND	134,387			134,387	
Water	RESERVE FUND	WATER DC	(5,010)	7,992		2,982	
<b>TOTAL Water</b>			<b>3,340,356</b>			<b>3,507,142</b>	
WW	RESERVE FUND	WWTP Front Ended Agreements	936,321	19,000,000	19,743,161	193,160	2024 planned expenditure deferred to 2025
WW	RESERVE FUND	Solmar WWTP Working Capital	-			-	
WW	RESERVE FUND	Solmar WWTP Security Deposit	40,026			40,026	
WW	RESERVE FUND	Wasterwater DCs	(30,387)			(30,387)	
<b>TOTAL Wastewater</b>			<b>945,960</b>			<b>202,799</b>	
Committee	RESERVES	CEMETERY CAPITAL	62,455		10,000	52,455	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	8,805			8,805	
Committee	RESERVES	HERITAGE RESERVES	13,448			13,448	
Committee	RESERVES	LGHG COMMITTEE	18,248			18,248	
Committee	RESERVES	ESAC					
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,794			7,794	
Committee	RESERVE FUND	BIA IMPROVEMENT	33,818			33,818	
<b>TOTAL Committee</b>			<b>144,568</b>			<b>134,568</b>	
			<b>17,868,611</b>	<b>22,058,027</b>	<b>21,920,878</b>	<b>18,005,760</b>	



## THE CORPORATION OF THE TOWN OF ERIN

### By-Law # 21 – 63

**Being a By-law to assume and dedicate all lands dedicated to the Town of Erin, as noted on Schedule A, as public highways in the Town of Erin (severance dedications to December 2021)**

**Whereas** pursuant to Section 53(12) of the Planning Act, R.S.O. 1990, C. P.13 allows the municipality to impose conditions of consent to dedicate a road widening of the highway to such width as the approval authority considers necessary;

**And Whereas**, pursuant to Section 31(2) and (6) of the Municipal Act 2001, S.O., c. 25, a municipality may by by-law establish a highway and acquire lands for the purpose of widening a highway and such lands acquired form part of the highway to the extent of the designated widening;

**And Whereas** the persons named in Schedule A attached to this by-law and which form part of this by-law have agreed to convey to the Town of Erin the land described in Schedule A for the purposes of widening the Town of Erin public highway as required by condition of severance.

**Therefore be it resolved that the Council of the Corporation of the Town of Erin Enacts as follows:**

1. That the parcels set out in 'Schedule A' inclusive are hereby deemed public highway and form part of the adjacent public highway owned by the Corporation of the Town of Erin.
2. This By-law shall become effective from the date of passing hereof.

**Passed in open Council on December 16, 2021.**

---

**Mayor, Allan Alls**

---

**Clerk, Lisa Campion**

**Schedule A**  
**By-law 21-63**

<b>Name of Transferee to Town of Erin</b>	<b>Lot &amp; Concession</b>	<b>Reference Plan</b>	<b>Received PIN#</b>	<b>File No. Date of Transfer</b>
Mulmur Aggregates Inc. B159-17	Part Lot 11 Concession 4	61R21476	WC558497	2019/01/08
Stitt, Helga Margaret B165-17	Part Lot 30 Concession 3	61R21381	WC559659	2019/01/21
Gardhouse, Guy Robert B182-17	Part Lot 31 Concession 6	61R-21520	WC562039	2019/02/26
Berg, Deborah B80-18	Part Lot 6 Concession 5	61R-21523	WC564699	2019/04/04
CHAPMAN, Elyse May B81-18	Part Lot 7 Concession 1	61R-21479	WC569587	2019/06/06
LEITCH, Ronald Samuel B90-18	Part Lot 10 Concession 10	61R21597	WC581588	2019/10/10
KICHUK, Ryan Stanley B58-18	Part Lot 11 Concession 7	61R-21699	WC601872	2020/06/16
Derrydale Golf Course Limited B60-19	Lot 19 RCP 686 Erin Except Part 1	61R21828	WC609718	2020/09/09
Derrydale Golf Course Limited B60-19	Lot 19 RCP 686 Erin Except Part 1	61R21828	WC609719	2020/09/09
Derrydale Golf Course Limited B60-19	Lot 19 RCP 686 Erin Except Part 1	61R21828	WC609720	2020/09/09
Irving-Kerr, Jessie Heather	Part Lot 32 Concession 2	61R-21833	WC610382	2020/09/17

<b>Name of Transferee to Town of Erin</b>	<b>Lot &amp; Concession</b>	<b>Reference Plan</b>	<b>Receipted PIN#</b>	<b>File No. Date of Transfer</b>
B11-19				
MOFFAT, Leigh Ann B74-19	Part Lot 29 Concession 1	61R-21825	WC611236	2020/09/28
Coutts, John Roderick B74-19	Part Lot 29 Concession 1	61R-21825	WC611238	2020/09/28
Grand River Conservation Authority B37-19	Part Lot 12 Concession 1 and Part Lot 11 Concession 1	61R-21799	WC617116	2020/11/26
Grand River Conservation Authority B36-19	Part Lot 12 Concession 1 and Part Lot 11 Concession 1	61R-21799	WC617116	2020/11/26
Gilbrea Inc. B38-19	Part Lot 17 Concession 7	61R-21873	WC619271	2020/12/15
Szymanski, Ivan Szymanska, Iwona B122-18	Part Lot 3 Concession 1	61R-21934	WC636473	2021/03/21
Sinclair, Lorne Sinclair, Lynne B107-20	Part Lot 1 Concession 9	61R-22002	WC637869	2021/06/21
Spikula, Norman B90-20	Part Lot 27 Concession 9	61R-21954	WC639244	2021/09/03
Karlovec, Ivan D'Uva, Paula B38-20	Part Lot 20 Concession 4	61R-22011	WC641556 WC641558	2021/07/20
O'Connell, Larry James B106-20	Part Lot 29 Concession 3	61R-21977	WC647770	2021/09/13
Kirkwood, Sylvia B66-17	Part Lot 10 Concession 8	61R-21967	WC647639	2021/09/10



## THE CORPORATION OF THE TOWN OF ERIN

### By-Law # 21-64

#### A By-law to confirm the proceedings of Council at its Special Meeting held December 16, 2021

**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 **December 16, 2021** 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 **December 16, 2021** 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 December 16, 2021.**

---

**Mayor, Allan Ails**

---

**Clerk, Lisa Campion**