



TOWN OF ERIN
REGULAR COUNCIL MEETING
AGENDA

November 14, 2024

3:00 PM

Municipal Council Chamber

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TOWN OF ERIN
MINUTES OF THE REGULAR COUNCIL MEETING

October 24, 2024
3:00 PM
Municipal Council Chamber

Present:	Michael Dehn	Mayor
	Cathy Aylard	Councillor
	Jamie Cheyne	Councillor
	Bridget Ryan	Councillor
Absent:	John Brennan	Councillor
Staff Present:	Rob Adams	Chief Administrative Officer
	Joe Forte	Director of Planning & Development/Chief Building Official
	Brian Kavanagh	Director of Infrastructure Services & Town Engineer
	Nina Lecic	Director of Legislative Services & Town Clerk
	Jennifer McPetrie	Director of Community Services
	Wendy Parr	Director of Finance & Treasurer
	Justin Grainger	Deputy Clerk
Others Present:	Kyle Davis	Risk Management Official

1. Call to Order

Mayor Dehn called the meeting to order at the hour of 3:00PM.

2. Approval of Agenda

Resolution # 24-227

Moved By Councillor Ryan
 Seconded By Councillor Aylard

Be it resolved that the agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Community Announcements

- On October 25th, Erin Refugee Action is hosting a Community Dinner at All Saints Anglican Church.
- Also on October 25th, the Wellington Dufferin Women's Association is holding its annual "Witches Walk".
- On October 26th, the Erin Chamber of Commerce is hosting "Trick or Treat on Main Street".

- Also on October 26th, the Erin Outlaws are hosting their home opener at Centre 2000.
- On October 25th and 26th, the Orton Community Association holds its annual "Haunted Church" event.
- On November 10th a Remembrance Day service will be held at the Cenotaph followed by a parade back to the Erin Legion.
- Also on November 10th, the Orton Community Association is hosting a "Fall Fest Christmas Market" from 10:00AM to 2:00PM.
- On November 11th, a Remembrance Day ceremony will be held at the Cenotaph.
- On November 15th, the Erin Chamber of Commerce is hosting "Window Wonderland" with a tree lighting at 6:00PM.
- On November 16th, the Town's Fire & Emergency Services Department is hosting a food drive starting at 9:00AM.
- On November 16th and 17th, Skate Ontario is hosting the adult provincial competition series at Centre 2000.
- Also on November 16th and 17th, "Christmas in Erin" will be held at the Erin Fairgrounds.
- On November 19th, the Erin Chamber of Commerce is hosting the Mayor's Breakfast at the Erin Legion starting at 8:00AM.

Details on these and more at www.erin.ca/whats-on/

5. Adoption of Minutes

Resolution # 24-228

Moved By Councillor Cheyne
Seconded By Councillor Ryan

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

October 10th - Regular Council Meeting

Carried

6. Business Arising from the Minutes

None.

7. Delegations/Petitions/Presentations

None.

8. Reports

8.1 Infrastructure Services

8.1.1 Water

8.1.1.1 Municipal Well E9 Wellhead Protection Areas, Wellington County Road 23, Erin

Resolution # 24-229

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That report number W2024-02 “Municipal Well E9 Wellhead Protection Areas, Wellington County Road 23, Erin” be received for information;

And that Town of Erin Council provide a resolution of support for the inclusion of Municipal Well E9, its wellhead protection areas, associated mapping and edits within the Credit Valley Assessment Report and CTC Source Protection Plan;

And that a copy of the resolution be sent to the Credit Valley Source Protection Authority.

Carried

8.1.2 Wastewater

8.1.2.1 Wastewater Project Update

Resolution # 24-230

Moved By Councillor Aylard
Seconded By Councillor Ryan

That report number WW2024-01 “Wastewater Project Update” be received for information;

And that Council directs staff to submit an application for Intake II of the Housing Enabling Water Systems Fund (HEWSF) and continue to advocate for funding from this and other grant programs to be applied to the development of local sanitary sewer collection systems for existing residents and businesses;

And that Council directs staff to include funds in the 2025 draft capital budget to advance the technical and financial planning required to prepare for the development of local sanitary sewer collection systems for existing residents and businesses;

And that Council directs staff to prepare a draft sanitary sewer connection by-law, informed through public consultation, that will provide residents and businesses with insight into the requirements for future connection to local sanitary sewers, and will include flexible terms to lessen financial impacts;

And that Council directs staff to report back with updates regarding grant funding outcomes, a draft sewer connection by-law and technical and financial planning details.

Carried

8.2 Corporate Services

8.2.1 Finance

8.2.1.1 Procurement Policy and Procedures

Resolution # 24-231

Moved By Councillor Cheyne
Seconded By Councillor Aylard

That report number F2024-25 “Procurement Policy and Procedures” be received for information;

And that By-law 24-48, to establish procurement policies and procedures and to repeal By-law 17-39, as listed on the October 24, 2024, agenda be approved.

Carried

9. Correspondence

9.1 2024 Activity List

Resolution # 24-232

Moved By Councillor Ryan
Seconded By Councillor Cheyne

Be it resolved that Council receives correspondence item 9.1 for information.

Carried

10. By-Laws

Resolution # 24-233

Moved By Councillor Cheyne
Seconded By Councillor Aylard

Be it resolved that the By-Laws numbered 24-48 and 24-49 are hereby passed.

Carried

11. Notice of Motion

None.

12. Adjournment

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 4:18PM.

Mayor Michael Dehn

Town Clerk Nina Lecic



**Minutes of the Town of Erin
Committee of Adjustment Meeting**

**June 19, 2024
6:00 PM
Municipal Council Chamber**

Present:	Robert Fletcher	Chair
	Brad Bruce	Member
	Elizabeth Crighton	Member
	William Oughtred	Member
	Wayne Parkinson	Member
Staff Present:	Justin Grainger	Secretary-Treasurer
Others Present:	Angela Sciberras	Principal, Macaulay Shiomi Howson Ltd.
	Jaclyn Cook	Intermediate Planner, KLM Planning Partners Inc.

1. Call to Order

Chair Robert Fletcher called the meeting to order at the hour of 6:00 PM and announced that this meeting has been called under the authority of Section 45(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended, to seek relief from Zoning By-law 07-67. The Chair stated that the following application will be heard this evening: A06-24.

The Chair stated the purpose of this Public Meeting of the Town of Erin Committee of Adjustment is to allow the presentation of an application for a Minor Variance and to allow interested members of the public the opportunity to ask questions or offer comments with regard to this application. Staff requests that members of the public seeking to pre-register for a meeting or submit written comments email coa@erin.ca.

The Chair advised that if any member of the public would like to be notified in writing of the Committee of Adjustment's decision on an application they are to email coa@erin.ca or mail this request to 5684 Trafalgar Road, Hillsburgh, ON N0B 1Z0.

The Secretary-Treasurer explained the appeal process, that certain parties may be eligible to appeal the Committee's decision and must do so within twenty (20) days of notice by filing with the Secretary-Treasurer of the Committee a Notice of Appeal setting out the objection to the decision and the reason in support of the objection accompanied by a payment to the Secretary-Treasurer of the fee set out by the Tribunal under the *Ontario Land Tribunal Act, 2021*.

2. Approval of Agenda

Moved By Member Oughtred

Seconded By Member Crighton

Be it resolved that the Committee hereby approve the agenda as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Requests for Withdrawal or Deferral of Application

None.

5. Notices

The Secretary-Treasurer advised notice was given by mail on June 5th, 2024, to every owner of land within 60 meters (200 ft) of the subject property and to agencies requiring notice as prescribed under the *Planning Act*. Also, public notice was issued on the Town's website.

The Secretary-Treasurer advised applicable agencies were circulated including the conservation authorities, the County of Wellington, the Ministry of Municipal Affairs and Housing, school boards, Enbridge Gas and Town Staff.

6. Applications**6.1 File Number: A06-24 Part Lot 17, Concession 10 E**

THE PURPOSE AND EFFECT OF THE APPLICATION is to provide relief from Section 14 of Zoning By-law 07-67, as amended by By-laws 20-53, 23-33, and 23-67, to permit:

On Residential Lot 15 on draft M-Plan (Lot 27 on Plan of Subdivision 23T-12001)

- A minimum rear yard setback of 4.0 m, whereas the By-law provides that the minimum rear yard shall be 7.0 m.

On the residential lots on Block 64 on the draft M-Plan (Block 6 on Plan of Subdivision 23T-12001)

- A minimum rear yard setback of 5.0 m, whereas the By-law provides that the minimum rear yard setback shall be 7.0 m; and,
- A minimum rear yard setback of 6.0 m, whereas the By-law provides that the minimum rear yard setback shall be 7.0 m.

And on the residential lots on Block 65 on draft M-Plan (Block 7 on Plan of Subdivision 23T-12001)

- A minimum rear yard setback of 4.0 m, whereas the By-law provides that the minimum rear yard setback shall be 7.0m; and
- A minimum rear yard setback of 6.0 m, whereas the By-law provides that the minimum rear yard setback shall be 7.0 m.

Angela Sciberras of Macaulay Shiomi Howson Ltd., representative for the Town, and Jaclyn Cook of KLM Planning Partners Inc., representative on behalf of the applicant, addressed the Committee with respect to the application.

6.1.4 Decision of the Committee

Moved By Member Oughtred

Seconded By Member Bruce

Be it resolved that the Town of Erin Committee of Adjustment hereby **APPROVE** the Minor Variance Application A06/24 as the application meets the *Planning Act* tests for a minor variance being:

1. The requested variance is considered minor in nature;
2. The variance is appropriate for the development or use of the land, building or structure;
3. The general intent and purpose of the Zoning Bylaw is maintained; and
4. The general intent and purpose of the Official Plan is maintained.

Carried

7. Adoption of Minutes

7.1 May 15, 2024, Committee of Adjustment Meeting

Moved By Member Crighton

Seconded By Member Parkinson

Be it resolved that the Committee hereby adopts the minutes as circulated for the May 15, 2024, Committee of Adjustment meeting.

Carried

8. Adjournment

Moved By Member Parkinson

Seconded By Member Crighton

Be it resolved that the Town of Erin Committee of Adjustment hereby adjourns this Public Meeting held pursuant to section 45 of the *Planning Act* at 6:14 PM.

Carried

Chair Robert Fletcher

Secretary-Treasurer Justin Grainger



**Minutes of the Town of Erin
Committee of Adjustment Meeting**

**July 17, 2024
6:00 PM
Municipal Council Chamber**

Present:	Robert Fletcher	Chair
	Brad Bruce	Member
	Elizabeth Crighton	Member
	Wayne Parkinson	Member
Absent:	William Oughtred	Member
Staff Present:	Justin Grainger	Secretary-Treasurer
Others Present:	Angela Sciberras	Principal, Macaulay Shiomi Howson Ltd.

1. Call to Order

Chair Robert Fletcher called the meeting to order at the hour of 6:00 PM and announced that this hearing has been called under the authority of Section 45(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended to seek relief from Zoning By-law 07-67. The Chair stated that application A09-24 will be heard this evening.

The Chair stated the purpose of this public hearing of the Town of Erin Committee of Adjustment is to allow the presentation of an application for a Minor Variance and to allow interested members of the public the opportunity to ask questions or offer comments with regard to this application. Staff requests that members of the public seeking to pre-register for a hearing or submit written comments email coa@erin.ca.

The Chair advised that if any member of the public would like to be notified in writing of the Committee of Adjustment's decision on an application they are to email coa@erin.ca or mail this request to 5684 Trafalgar Road, Hillsburgh, ON N0B 1Z0.

The Secretary-Treasurer explained the appeal process, that certain parties may be eligible to appeal the Committee's decision and must do so within twenty (20) days of notice by filing with the Secretary-Treasurer of the Committee a notice of appeal setting out the objection to the decision and the reason in support of the objection accompanied by a payment to the Secretary-Treasurer of the fee set out by the Tribunal under the *Ontario Land Tribunal Act, 2021*.

2. Approval of Agenda

Moved By Member Parkinson

Seconded By Member Crighton

Be it resolved that the Committee hereby approve the agenda as circulated.

Carried

3. Declaration of Pecuniary Interest

Chair Robert Fletcher declared an interest regarding application A09-24 as he is a member of the Erin Agricultural Society's board of directors and that organization made representations in respect of the application.

4. Requests for Withdrawal or Deferral of Application

Moved By Member Crighton

Seconded By Member Parkinson

Be it resolved that applications A07-24 and A08-24 be deferred to the August 28th meeting to allow the applicants time to update their applications in response to staff comments.

Carried

Moved By Member Parkinson

Seconded By Member Bruce

Be it resolved that Member Crighton be appointed as Acting Chair during the consideration of the application.

Carried

5. Notices

The Secretary-Treasurer advised that notice was given by mail on July 3rd, 2024 to every owner of land within 60 meters (200 ft) of the subject property and to agencies requiring notice as prescribed under the *Planning Act*. Also, public notice was issued on the Town's website.

The Secretary-Treasurer advised applicable agencies were circulated including the conservation authorities, the County of Wellington, the Ministry of Municipal Affairs and Housing, school boards, Enbridge Gas and Town Staff.

6. Applications

6.1 File Number: A09-24 185 Main Street

THE PURPOSE AND EFFECT OF THE APPLICATION is to provide relief from Section 14 of Zoning By-law 07-67, as amended, and more specifically Schedule 2 of amending By-law 21-16, to permit:

1. On Block 6, on the Site Plan
 - A minimum setback of 4.8 metres from English Street, whereas the By-law provides that the minimum rear yard shall be 20.5 metres.
2. On Blocks 4 and 5, on the Site Plan
 - A minimum distance between the ground floor main wall of Blocks 4 & 5 of 11.5 metres, whereas the By-law provides that the minimum distance shall be 13.0 metres.
3. On Block 8, on the Site Plan
 - A minimum setback of 3.5 metres from Scotch Street, whereas the By-law provides that the minimum setback shall be 4.7 metres.
4. On Blocks 7 and 8, on the Site Plan

- A minimum distance between the ground floor main wall of Blocks 7 & 8 of 19.75 metres, whereas the By-law provides that the minimum distance shall be 20.0 metres.

5. And on Blocks 4, 5 and 6, on the Site Plan

- A minimum sideyard setback (south side) of 1.5 metres to the ground floor main wall and 1.0 metre to floors above ground floor, whereas the By-law provides that the minimum distance shall be 2.2 metres.
- A minimum sideyard setback (north side) of 1.2 metres to floors above ground floor main wall, whereas the By-law provides that the minimum distance shall be 1.3 metres.

Angela Sciberras of Macaulay Shiomi Howson Ltd., representative for the Town, John Cox of JL Cox Planning Consultants Inc. and Tom Dolson, representatives on behalf of the applicant, Eileen Brown, on behalf of the Erin Agricultural Society, and residents Ed Wallace, Kathy Wesselman, and Jackie Robinson addressed the Committee with respect to the application.

6.1.4 Decision of the Committee

Moved By Member Parkinson

Seconded By Member Bruce

Be it resolved that the Town of Erin Committee of Adjustment hereby APPROVE the Minor Variance Application A09/24 as the application meets the Planning Act tests for a minor variance being:

1. The requested variances are considered minor in nature;
2. The variances are appropriate for the development or use of the land, building or structure;
3. The general intent and purpose of the Zoning Bylaw is maintained; and
4. The general intent and purpose of the Official Plan is maintained.

7. Adoption of Minutes

7.1 June 19, 2024 Committee of Adjustment Meeting

Moved By Chair Fletcher

Seconded By Member Crighton

Be it resolved that the Committee hereby adopts the minutes as circulated for the meeting of June 19th, 2024.

Carried

8. Adjournment

Moved By Member Parkinson

Seconded By Chair Fletcher

Be it resolved that the Town of Erin Committee of Adjustment hereby adjourns this public hearing held pursuant to section 45 of the *Planning Act* at 6:53 PM.

Carried

Chair Robert Fletcher

Secretary-Treasurer Justin Grainger



**Minutes of the Town of Erin
Committee of Adjustment Meeting**

**August 28, 2024
6:00 PM
Municipal Council Chamber**

Present:	Robert Fletcher	Chair
	Brad Bruce	Member
	William Oughtred	Member
	Wayne Parkinson	Member
Absent:	Elizabeth Crighton	Member
Staff Present:	Justin Grainger	Secretary-Treasurer

1. Call to Order

Chair Robert Fletcher called the meeting to order at the hour of 6:00 PM and announced that this hearing has been called under the authority of Section 45(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended to seek relief from Zoning By-law 07-67. The Chair stated that application A07-24 will be heard this evening.

The Chair stated the purpose of this hearing of the Town of Erin Committee of Adjustment is to allow the presentation of an application for a Minor Variance and to allow interested members of the public the opportunity to ask questions or offer comments with regard to this application. Staff requests that members of the public seeking to pre-register for a hearing or submit written comments email coa@erin.ca.

The Chair advised that if any member of the public would like to be notified in writing of the Committee of Adjustment's decision on an application they are to email coa@erin.ca or mail this request to 5684 Trafalgar Road, Hillsburgh, ON N0B 1Z0.

The Secretary-Treasurer explained the appeal process, that certain parties may be eligible to appeal the Committee's decision and must do so within twenty (20) days of notice by filing with the Secretary-Treasurer of the Committee a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by a payment to the Secretary-Treasurer of the fee set out by the Tribunal under the *Ontario Land Tribunal Act, 2021*.

2. Approval of Agenda

Moved By Member Parkinson
Seconded By Member Oughtred

Be it resolved that the Committee hereby approves the agenda as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Requests for Withdrawal or Deferral of Application

Moved By Member Oughtred

Seconded By Member Bruce

Be it resolved that application A08-24 be deferred sine die to allow the applicant additional time to update their application in response to staff comments.

Carried

5. Notices

The Secretary-Treasurer advised notice was given by mail on August 13th, 2024, to every owner of land within 60 meters (200 ft) of the subject property and to agencies requiring notice as prescribed under the *Planning Act*. Also, public notice was issued on the Town’s website.

The Secretary-Treasurer advised applicable agencies were circulated including the conservation authorities, the County of Wellington, the Ministry of Municipal Affairs and Housing, school boards, Enbridge Gas and Town Staff.

6. Applications

6.1 File Number: A07-24 4972 Third Line

THE PURPOSE AND EFFECT OF THE APPLICATION is to provide relief from Sections 4.1.1.3, 4.1.3.5, and 4.2.3 of Zoning By-law 07-67, as amended, to permit:

- An additional residential dwelling unit with a maximum floor area of 140 m², whereas the maximum floor area of an additional residential dwelling unit cannot exceed 50 percent of the floor area of the primary residential unit up to a maximum of 130 m².
- An additional residential dwelling unit within an accessory building to be located in the front yard, whereas an additional residential dwelling unit within an accessory building is to be located in the interior side yard, exterior yard or rear yard of the lot.
- An accessory building with a maximum height of 9.0 m, whereas the maximum height of an accessory building cannot exceed 4.5 m.

The applicant requests approval of this application, in order to obtain a building permit for the proposed accessory building and additional residential dwelling unit.

Keith Hadlow, the applicant, addressed the Committee with respect to the application.

6.1.4 Decision of the Committee

Moved By Member Oughtred

Seconded By Member Bruce

Be it resolved that the Town of Erin Committee of Adjustment hereby APPROVE the Minor Variance Application A07/24, subject to the following condition:

- That the owner submits a report that the Minimum Distance Separation requirements are met for the proposed accessory building to the satisfaction of the Town of Erin within 12 months of August 28th, 2024.

The relief requested:

1. Is considered minor in nature;
2. Is appropriate for the development or use of the land, building or structure;
3. Maintains the general intent and purpose of the Zoning By-law; and,
4. Maintains the general intent and purpose of the Official Plan.

Carried

7. Adoption of Minutes

7.1 July 17, 2024 Committee of Adjustment Meeting

Moved By Member Parkinson
Seconded By Member Bruce

Be it resolved that the Committee hereby adopts the minutes as circulated for the meeting of July 17, 2024.

Carried

8. Adjournment

Moved By Member Parkinson
Seconded By Member Oughtred

Be it resolved that the Town of Erin Committee of Adjustment hereby adjourns this hearing held pursuant to section 45 of the *Planning Act* at 6:16 PM.

Carried

Chair Robert Fletcher

Secretary-Treasurer Justin Grainger



Erin Economic Development Committee (EEDC)

Minutes of the Tuesday June 11th, 2024, Meeting, 6:30pm

Town of Erin – Conference Room

Present: Jessica Bailey (Chair), Jackie Robinson (Co-Chair), Chris Bailey (Secretary), Ryan Denniston, Angus Footman, Alex Keller, Christian Piche, Sarah Pevette, Ashley Travassos, Councillor Cathy Aylard, Economic Development Officer Marina Mato

Regrets: Valerie Chhokar

Absent: n/a

1. Call to Order

The meeting was called to order at 6:31pm by Chair Jessica Bailey

2. Approval of Agenda

Moved by: Sarah Pevette

Seconded by: Christian Piche

3. Adoption of the Minutes of May 14, 2024

Moved by: Alex Keller

Seconded by: Jackie Robinson

4. Reports and Discussion Topics

4.1 Business Community Announcements and Updates

4.1.1. Erin Chamber of Commerce

The recent Summer Jam event was well received, and members are looking forward to the Golf tournament. The third of the 'trial' educational seminars will be held this Thursday and will then regroup for the Fall.

4.1.2 Construction Liaison Group

Project phases remain on schedule. Restoration timeline for the Village of Erin shaft sites is uncertain. There will be a public meeting on the installation of sewer lines along Dundas Street to the Tenth Line. Sideroad 17 is now open, and Trafalgar Road is open with limited lane closures.

4.2 Council Update

4.2.1 Infrastructure Update

The Town will have a new Director of Infrastructure Brian Kavanagh starting in July.

4.2.2. Council Meetings

Council has a busy agenda this month including a presentation on a new telecommunications tower, development charges public meeting, and strategic planning.

4.3 Economic Development Department – Monthly Brief

4.3.1 Economic Development Strategic Planning

Marina shared that 16 responses have been received to date for the participants survey, and these will help to guide the upcoming EEDC workshop.

4.3.2 Discover Erin

The website will go live tomorrow, and Marina provided a preview for committee members. There are also regular posts going out on Instagram. There will be 19 reels created to provide additional professionally produced content. Discussion was held on approaches to encourage engagement with Discover Erin.

4.3.3 DC Deferrals

Marina is investigating the possible benefit of having a policy for deferring development charges. More information to follow.

4.3.4 Downtown Beautification

Enhancements to downtown Village of Erin are underway with new hanging baskets installed, mulch will be put around trees and planters and banners will be put up after Canada Day. New benches have been installed.

4.4 EEDC Strategic Priorities

4.4.1 Economic Development Strategic Planning

Many of our committee members plan to attend the workshop next Monday. Discussion was held on ideas to bring forward to that workshop.

5. New Business

None.

6. Next Meeting Date

Tuesday, June 9, 2024, at 6:30pm.

7. Adjournment

Moved by: Jessica Bailey

Seconded by: Ashley Travassos

The meeting adjourned at the hour of 7:52pm.



Erin Economic Development Committee (EEDC)

Minutes of the Tuesday August 13th, 2024, Meeting, 6:30pm

The Busholme – Meeting Room

Present: Jessica Bailey (Chair), Jackie Robinson (Co-Chair), Valerie Chhokar, Angus Footman, Alex Keller, Christian Piche, Sarah Pevette, Ashley Travassos, Councillor Cathy Aylard

Regrets: Chris Bailey (Secretary), Ryan Denniston, Economic Development Officer Marina Mato

Absent: n/a

1. Call to Order

The meeting was called to order at 6:30pm by Chair Jessica Bailey

2. Approval of Agenda

Moved by: Christian Piche

Seconded by: Alex Keller

3. Adoption of the Minutes of June 11, 2024

Moved by: Sarah Pevette

Seconded by: Ashley Travassos

4. Reports and Discussion Topics

4.1 Business Community Announcements and Updates

4.1.1. Erin Chamber of Commerce

A successful season of events to date in 2024, with the next event 'on location' at GoodLot on August 27th. They're working on developing their Fall Festival, and details will follow. The Annual General Meeting will be on September 12. The Educational Business Seminars will return after summer break, with the first being on September 17.

4.1.2 Construction Liaison Group

The last two meetings have been cancelled, so there is no update.

4.2 Council Update

4.2.1 Branding Update

The Town is working on, and will soon launch, the new design that will be going on the newly constructed water tower at the north end of Erin Village.

4.2.2. Council Meetings

Council has a busy agenda this month including a presentation on a new telecommunications tower, development charges public meeting, and strategic planning.

4.3 Economic Development Department – Monthly Brief

None.

4.4 EEDC Strategic Priorities

4.4.1 Funding Disbursement – Window Wonderland Hosted by Erin Chamber

Jessica Bailey moved to request to transfer \$1,000 from the Economic Development Committee budget to the Erin Chamber of Commerce for the purpose of financially supporting the Window Wonderland 2024 event. This will include supporting the Erin Chamber of Commerce, as well as promoting Discover Erin. Christian seconded the motion. The motion carried. (NOTE: The following attendees abstained from the vote: Councillor Cathy Aylard).

5. New Business

None.

6. Next Meeting Date

Tuesday, September 10, 2024, at 6:30pm.

7. Adjournment

Moved by: Jessica Bailey

Seconded by: Alex Keller

The meeting adjourned at the hour of 7:00pm.



Erin Economic Development Committee (EEDC)

Minutes of the Tuesday September 10th, 2024, Meeting, 6:30pm

Town of Erin – Conference Room

Present: Jessica Bailey (Chair), Jackie Robinson (Co-Chair), Chris Bailey (Secretary), Angus Footman, Christian Piche, Ashley Travassos, Councillor Cathy Aylard, Economic Development Officer Marina Mato

Regrets: Valerie Chhokar, Ryan Denniston, Alex Keller, Sarah Prevette

Absent: n/a

1. Call to Order

The meeting was called to order at 6:30pm by Chair Jessica Bailey

2. Approval of Agenda

Moved by: Jackie Robinson

Seconded by: Angus Footman

3. Adoption of the Minutes of August 13, 2024

Moved by: Christian Piche

Seconded by: Jackie Robinson

4. Reports and Discussion Topics

4.1 Business Community Announcements and Updates

4.1.1. Erin Chamber of Commerce

The Erin Chamber appreciates EEDC's financial support of Window Wonderland. The Chamber's Walk-Through AGM will be held this Thursday. Planning is underway for the Home Show which will be held April 25, 26 & 27, 2025. Registration is anticipated to begin October 1st. Business Seminars will return starting on September 18th with the first topic: Leveraging AI in Your Marketing. A Fall Sidewalk Sale is scheduled for September 21st and the Mayor's Breakfast has been moved to November 19th.

4.1.2 Construction Liaison Group

Compound site 4 in the Village of Erin is now removed, which will make it easier for the Erin Fair. The next site to be decommissioned is site 2, followed by 1, 5, 6 and then 8. There is no definite timeline for these removals. Shaft 3 is dependent on the linear works to the new subdivision. The final asphalt work is underway in Hillsburgh. Work along the Trailway is being rescoped and retendered, due to requiring almost double the number

of culverts. This part of the project now has an earliest anticipated completion of Spring 2026.

4.2 Council Update

4.2.1 Branding Update

It is critical for the Town to manage their branding, and this process has been very involved. With so many projects coming up requiring a clear brand direction, we need to move quickly. The leaf symbol was shared with the group representing our charming community, agricultural heritage and green sustainable choices. The heart in the middle brings these all together. The Town will be working on communicating and implementing branding over time.

4.3 Economic Development Department – Monthly Brief

4.3.1 Economic Development Strategic Plan

The plan is at the stage of receiving public feedback.

4.3.2 Discover Erin

Plans are underway for final modifications to the site. This will include mapping for cell phones. The site will then be transferred over to Town staff to maintain updates.

4.3.3 Welcome Baskets

A stamp map and tourism brochure is included in these baskets for new residents mobbing into developments. New businesses can be added to the baskets over time.

4.3.4 Community Improvement Plan

The next intake is coming up and discussion was held on how to get the word out. Some simplified informational materials as well as sharing to new businesses will be completed.

4.4 EEDC Strategic Priorities

None.

5. New Business

None.

6. Next Meeting Date

Tuesday, October 8, 2024, at 6:30pm.

7. Adjournment

Moved by: Ashley Travassos

Seconded by: Angus Footman

The meeting adjourned at the hour of 7:55pm.



Environment & Sustainability Advisory Committee
 Minutes
 June 10th, 2024
 630 pm
 Erin Town Hall, lower-level meeting room / Zoom

Present: John Brennan, Abel Page, Martin Rudd, Chris Tynan, Jen Edwards, Christina Green, Mikaela Pagotto, Sarbpreet Bopairai, Emma Tynan, Valerie Chhokar

Absent: Gavin Dandy

1. Call to Order

Chair called the meeting to order at 6:34 PM.

2. Approval of Agenda

Moved by Martin Rudd

Seconded by John Brennan

Carried

3. Declaration Pecuniary Interest

None.

4. Adoption of Minutes of May 13th, 2024

Moved by Abel Page

Seconded by Christina Green

Carried

5. Business Items

5.1 Green Standards update and Greenhouse Gases inventory

5.1.1 Green Standards

- Caledon recently published their own green standards
- New manager of planning for the town of Erin has been hired

5.1.2 Greenhouse Gases inventory

- After analysis, Chris Tynan found that most of the data provided is outdated (ie. since 2018, most people no longer own incandescent bulbs - they have switched to LED which uses a lot less energy)

- Chris is following up in an effort to retrieve more recent data

5.2 ESAC Grant 2024 – Update

- Ross R MacKay Public School is still awaiting the cheque, which will hopefully be given this week

5.3 Social media update

- No update.

5.4 Status and mandate (Valerie)

- Valerie has access to all social media accounts
- Valerie is hoping to update our advisory council page on the Town of Erin website
 - Valerie will be in contact with Chris Vernon
- Emma suggested updating our principles with external links
 - A commitment to enhancing the quality of life for all residents (ie. environmental grants)
 - A commitment to fostering a greater appreciation for the environment and sustainability within the Town of Erin (ie. Green directory)
 - A commitment to collaboration and partnership to achieve common objectives (ie. suggestion form)
- ESAC discussed the possibility of updating our mandate, however concluded that we will focus on our principles for now
- ESAC discussed reforming the way in which we advise policy to council. As of right now the only way to do so is through a notice of motion or a delegation
- John proposed using position papers to allow for smoother communication between ESAC and council
- Christina proposed that the position papers should follow a predetermined template, provided by the Town of Erin
- Emma volunteered to look into grants for the Town of Erin

5.5 Green Directory

- ESAC will reach out to the economic committee to collaborate on Green directory
- Mikaela offered to assist Emma in developing the Green directory

5.6 Other initiatives

- Sarbpreet will look at getting a booth at the Erin Fall Fair to promote the grant, sell turtle signs, promote etc.
- ESAC discussed looking into getting a booth at Hillsburgh's Family Fun Day in August
- Christina will look at making materials that can be shared with the public (ie. QR code with the grant application)
- Martin reported that 10 turtle signs were sold at Sharpe Farm Supplies Ltd.

6. Other Business

None.

7. Date of Next Meeting (July 8th, 2024)

8. Adjournment

That the meeting be adjourned at 7:59PM.

Moved by Abel Page

Seconded by Martin Rudd

Carried



Environment & Sustainability Advisory Committee

Agenda

July 8th, 2024

630 pm

Erin Town Hall, lower-level meeting room / Zoom

Present: John Brennan, Abel Page, Martin Rudd, Chris Tynan, Jen Edwards, Mikaela Pagotto, Emma Tynan, Valerie Chhokar

Absent: Christina Green, Sarbpreet Bopairai, Gavin Dandy

1. Call to Order

The chair called the meeting to order at 6:34 PM.

Carried

2. Approval of Agenda

Moved by Martin Rudd

Seconded by Chris Tynan

Carried

3. Declaration Pecuniary Interest

4. Adoption of Minutes of June 10th, 2024

Moved by Chris Tynan

Seconded by Abel Page

Carried

5. Business Items

5.1 Green Standards update and Greenhouse Gases inventory

- GHG Inventory
 - waiting to get in touch with the county
 - John provided Chris with a Erin/Wellington dataset
 - Someone from the county on the case
- Green Standards
 - new planner starting today, John will try to have something done for September
 - John to find out more about the green community standard motion
 - >> Will this be going into the Strategic Plan

- John to find out the date when feedback will come back from the economic development committee meeting and the suggestions
- how will this committee be involved/ at the table in this due to the environmental impact of the development in Erin and Hillsburgh (as well as the trail and recreation among others)
 - Abel emailed those involved about this concern and the involvement of other volunteer committees in the stakeholder process
 - next meeting for this ??? (we need to find out)

5.2 Social Media Update

- Emma provided Valerie with the information but no further update

5.3 Status review and website update

- Emma worked on the review, Valerie will start the website update (Town website page update)

5.4 Green Directory

- no update

5.5 Other initiatives

- Martin: cheque ceremony
 - met with Ross R MacKay Public School to award the cheque
 - not sure what they are going to do/when
 - assume they are in the planning stages, want children involved in the planting process > Martin should be involved in the update
 - possibly have something planted and tended to over the summer by the garden club
- John
 - garbage pick-up > kits are being assembled and the program should be up and “officially” running in the next couple weeks
 - debate about how to do it
 - county garbage bags are to be distributed by the desk at the front desk
 - kits will most likely be located in the sheds outside in the parking lot
 - be prepared that some of the stuff will get stolen so we have to plan to replace the items
 - discussion about having specific “clean-up” days but we will see in the fall how the program unfolds over the summer

- will we have to supply water (especially with this heat)?

6. Other Business

- Abel
 - Erin needs more water
 - currently under analysis into digging more wells
 - Is the town doing more studies to understand water demands/needs? Any data on the aquifer?
 - can the aquifer support it?
 - **have we approached Triton and are they willing to sell the well to the town? (considering it will cost the town millions to build a new facility anyway)**
 - can it meet future needs of the expanding town
 - what are the details of this aquifer?
 - John to ask the questions
 - Abel emailing us an environmental assessment technical report from a consulting firm for us to take a look at
 - could be something we weigh in on to the town as a committee
 - try to advocate for more studies/assessments to be done
 - Are we participating in Erin's family day with a booth on August 17?
 - are we prepared > will circle back through email to see if this will be feasible for us to do
 - look into setting up a booth kit
 - table cloth
 - prints (Sherwood in Georgetown)
 - Martin finding out when the volunteer BBQ will be

7. Date of Next Meeting (September 9th, 2024)

8. Adjournment

That the meeting be adjourned at 7:27PM.

Moved by Abel Page

Seconded by Chris Tynan

Carried



Environment & Sustainability Advisory Committee
 Minutes
 September 9th, 2024
 630 pm
 Erin Town Hall, lower-level meeting room / Zoom

Present: John Brennan, Sarbpreet Bopairai, Abel Page, Martin Rudd, Mikaela Pagotto, Christina Green, and Jen Edwards

Absent: Gavin Dandy, Chris Tynan, Emma Tynan, and Valerie Chhokar

1. **Call to Order**
 The chair called the meeting to order at 6:35 PM. **Carried**

2. **Approval of Agenda**
 Moved by Abel Page
 Seconded by Christina Green **Carried**

3. **Declaration Pecuniary Interest**
 None

4. **Adoption of Minutes of July 8th, 2024**
 Moved by Sarbpreet Bopairai
 Seconded by Martin Rudd **Carried**

5. **Business Items**
 - 5.1 **Green Standards update and Greenhouse Gases inventory**
 More information to come regarding public survey and focus groups consisting of committee members

 - 5.2 **Social Media Update**
 None

 - 5.3 **Status review and Town's website page update**
 None

 - 5.4 **Green Directory**

- Will inquire if businesses outside of Erin should also on the directory shared on the Town of Erin website
- Discussed working with the already existing Town of Erin Business Directory and adding a Green category/subgroup
- Discussed adding useful links to the ESAC page, such as useful energy-efficient retrofits

5.5 Water in Erin – Update

- Work is underway to attain a greater water supply
- Report from BlueTriton will be given on Thursday regarding operation of their well
- Report from consulting engineers will be given at the next council meeting regarding water sources
- The water contained in the new water tower will be derived from well water
- A third well is coming to Hillsburgh and will be placed near the fire station

5.6 Event booth – Fall Fair & Earth Day 2025

- ESAC will not have a table at the upcoming Fall Fair
- Will inquire with the organizers of the Home Show if Earth Day can be part of their event

5.7 Other initiatives

6. Other Business

- Martin collected \$100 from turtle sign sales at Home Hardware. Martin expressed a growing demand for turtle signs in the community, we will consider this when ESAC places their next order.
- ESAC discussed improving advisory role on the committee
- Discussed having committee members coming together for a social gathering
- Christina proposed creating a position paper template to allow for smoother communication between committee members and council. Christina will format a draft and share it prior to the next meeting.

7. Date of Next Meeting (TBA)

John will share the date of the next meeting.

8. Adjournment

That the meeting be adjourned at 7:51PM.

Moved by Abel Page
Seconded by Martin Rudd

Carried



HILLSBURGH COMMUNITY COMMITTEE

May 15, 2024

7:00 pm

Town Hall Meeting Room

In Attendance: Jamie Cheyne , Jeff Duncan, Calvin Hynde

Regrets: Lloyd Turbitt , Jackie Turbitt , Ryan Dennison

1. Call to Order

Meeting was called to order at 7:05 pm by acting Chair Jamie Cheyne

2. Approval of Agenda

Motion was moved by Jeff, second by Calvin to Approve the Agenda as amended.

Motion carried

3. Declaration of Pecuniary Interest None was noted

4. Business Items

4.1 ACCOUNTS No accounts this meeting

4.2 Family Fun day

Jeff , Jamie and Calvin went over progress made so far with FFD planning.

Entertainment items discussed and some are confirmed.

Sponsorship requests were sent out and well received. Actual amounts TBD

4.3 Banner Project

Jeff spoke with Ross R MacKay principal Sean Singh about having school children design/ paint banners in the theme of “Hillsburgh is Home” and they would be displayed on the banner hangars on Hillsburgh community Centre.

Jeff to inquire for the next meeting ,the cost of the banners. This project has had previous approval and budget considerations.

5. Meeting adjourned at 8:15 pm



HILLSBURGH COMMUNITY COMMITTEE

WEDNESDAY JUNE 19, 2024

TOWN HALL MEETING ROOM

Present: Lloyd Turbitt, Jackie Turbitt, Jeff Duncan, Jamie Cheyne, Calvin Hyde

Absent: Ryan Denniston

- 1. Call to Order at 7:00- Lloyd Turbitt- Chair**
- 2. Approval of the Agenda as amended**
Motion by Jamie, Second by Jeff. Motion carried.
- 3. Declaration of Pecuniary Interest- None noted**
- 4. Approval of Previous Minutes – April 17th and May 15/24**
Motion to approve previous minutes made by Jeff, Second by Calvin. Motion carried.
- 5. Business Items**
 - 5.1 Historic Parkette Re-Fit**
No feedback from Lions Club, project on-going
 - 5.2 Accounts**
Car Show Posters- printing \$120.44
Motion made by Jamie, Second by Jackie to pay Jeff Duncan \$120.44 for printing costs. Motion carried.
 - 5.3 Family Fun Day**
Lots of progress. Some vendor booths have been booked, sponsors have been contacted. Car Show is coming along. Posters printed and will start to visit car shows to advertise. Committee to look at creating a poster for family Fun Day. Jamie to ask Town for swag bags for car show participants.
 - 5.4 Metal Hillsburgh Signs**
Lloyd has met a local resident who can re-furbish and powder coat our metal signs as we require, seasonally.
 - 5.5 Blue Triton Fund**
Lloyd asked about 2024 allocation and when can HCC have input to it's use locally. Jamie to follow up.
 - 5.6 Over Here Arts Adventure**

Recap of the unveiling Hillsburgh Library. Considering the weather, a good turn out

5.7 Old Planters and Benches

Discussion around when planters were going up and what iss being done with the previous benches and planters the committee had purchased. Jamie to follow up with Marina and Paul Keeler.

5.8 New Apparel / Swag- Moved to July meeting agenda

5.9 Ross R. MacKay banner Project

Jeff met with Ross R school principal regarding a banner contest, winners would have banners made by Kennedy Flags and hung on the Hillsburgh Community Centre banner brackets. Cost of banners would be approximately \$155.00 each. Motion to purchase / print 7 banners/ 14 sides, to be suspended from HCC banner brackets made by Lloyd, second by Calvin. Motion carried.

6. Adjourn meeting at 8:45 pm



HILLSBURGH COMMUNITY COMMITTEE

WEDNESDAY JULY 31, 2024

TOWN HALL MEETING ROOM

Present: Lloyd Turbitt, Jackie Turbitt, Jeff Duncan, Jamie Cheyne, Calvin Hyde

Absent: Ryan Denniston

- 1. Call to Order at 7:00- Lloyd Turbitt- Chair**
- 2. Approval of the Agenda**
Motion by Jeff, Second by Calvin. Motion carried.
- 3. Declaration of Pecuniary Interest- None noted**
- 4. Approval of Previous Minutes – July 17, 2024**
Motion to approve previous minutes made by Jackie, Second by Jamie. Motion carried.

5. Business Items

5.1 FAMILY FUN DAY

**Family Fun Day entertainment was discussed and confirmed attendance....
 Photo Booth , Band, Clown/ Balloon artist, Bouncy Castle. Vendor participation
 and Sponsors are looking good.**

**Motion was passed by Lloyd , Second by Jackie to [pay for expenses regarding
 Family Fun Day to the Total of \$2479.02**

Grand River Band	\$700.00
Bouncy Castle	\$435.05
David Lew(Clown)	\$367.25 (Balance owing)
Hollow Hills Photo	\$476.72
Lloyd Turbitt-car Show expenses	<u>\$500.00</u>
Total	<u>\$2479.02</u>

- 5.2 Old Planters Country Crops has our old planters in storage at the moment.
 We have had requests to sell the planters to local residents as they make great
 raised beds.**

Motion made by Lloyd , Second by Jamie to offer the planters for sale at \$50.00 each and to have some at Family Fun Day to display. Motion carried.

5.2 Family Fun Day Volunteers

5.3 Volunteer names to be provided to Justin to ensure proper insurance coverage for the event day.

6. Adjourn meeting at 8:15 pm



HILLSBURGH COMMUNITY COMMITTEE

WEDNESDAY AUGUST 14, 2024

TOWN HALL MEETING ROOM

Present: Lloyd Turbitt, Jackie Turbitt, Jeff Duncan, Jamie Cheyne, Calvin Hyde

Absent: Ryan Denniston

- 1. Call to Order at 7:05- Lloyd Turbitt- Chair**
- 2. Approval of the Agenda (as amended) Motion by Jeff, Second by Jackie. Motion carried.**
- 3. Declaration of Pecuniary Interest- None noted**
- 4. Approval of Previous Minutes – July 31, 2024
Motion to approve previous minutes made by Jeff, Second by Calvin. Motion carried.**

5. Business Items

5.1 FAMILY FUN DAY

Final discussions regarding booth vendors, food vendors and insurance requirements. All on track. Car Show is organized and ready to go as well. Rain would be the issue. Meet on Friday evening for pre- set up.

- 5.2 Fall Decorating Kits- Jeff has made a new poster with new dates for 2024. Order by Sept. 07, pickup on Sept.21st, Saturday. Price TBD still. 100 kits maximum.**

5.3 Old Planters ONGOING

5.4 Historical Park Renovation ONGOING

5.5 Accounts	Flyers for Family Fun Day	\$184.81
	Canada Post re-Flyers	\$156.52
	Safety Vests/ Volunteers	\$144.08
	TOTAL	\$485.41

Motion made by Jackie, Second by Calvin to re-imburse Jeff Duncan \$485.41 for items listed. Motion carried.

Meeting Adjourned at 8:30 pm



Parks, Recreation, & Trails Advisory Committee Meeting Minutes

May 16th, 2024 – 7:00-8:30pm

Town of Erin Town Hall – 5684 Trafalgar Rd., Lower Level Conference Room

Present: Patrick D’Almada (Chair), Val Bush (Secretary), Rob Smith, Justyna Toepfner, Bridget Ryan (Town Councillor), Dee Dube (Town of Erin), Cara Therriault, Gissel Gonzalez, Bayne Upton.

Regrets: David DeForest, Sid Spear

Absent: none

1. Call to Order

- Meeting called to order at 7:02pm.

2. Welcome and Introduction

- Welcome to those in attendance by Chair. Three members of the Credit Valley Conservation Authority (CVC) and Mayor Michael Dehn present. Resident Catherine also in attendance. Introductions completed by all attendees.

3. Approval of Agenda / Additions to Agenda

- No additions to agenda.

MOTION: That the agenda for the PRTAC meeting dated May 16th, 2024, be approved. Moved by Rob, seconded by Cara. Motion carried.

4. Declaration of Pecuniary Interest

- None.

5. Delegation / Presentation

- Presentation by members of the CVC. Councillor Ryan introduced the 3 members in attendance.

- **Credit Valley Trail** – a continuous 100 km pathway through the credit river valley from Orangeville to Port Credit.
- 2018-2023, 76 kms secured for the trail. 43 kms completed, 1 indigenous key site launched, 17 parks connected through the trail, 100+ partner, 4.5 million raised of a 10 million goal, 36 information sessions given, 8 programs delivered on the CVT (Credit Valley Trail).
- The following properties were secured: Flaherty West pit in Caledon, Prazeres property in Brampton, Upper Canada College in Halton Hills and Orangeville Brampton Railway.
- Trail route is following the Credit River.
- Much has been done in the way of signage, boardwalks, washrooms and pedestrian bridges.
- Have worked with indigenous owned architects, landscape architects, artisans and trades to plan, design and construct first of 7 key indigenous placemaking sites.
- Working on marketing and communication strategies as well as community outreach. Still working on fundraising and expanding their membership.
- Key sites: fish dodem, goose dodem, eagle dodem.
- Want to connect people to the natural and cultural heritage of CRV; arts discovery, angling learning, interpretive adventures, activating crane and fish dodem sites.
- Some sections of the Bruce Trail will meet up. No policy on e-bikes at this time (they currently treat them as motorized vehicles), nothing piloted for any floating trail ideas and some areas of the trail may be impacted by the implementation of the 413.
- **Elora Cataract Trail** – closed from Hillsburgh to Erin, easement executed, tree removals and ESC measures completed.
- Solmar subdivision stormwater upgrades on ECT Dundas St. to be completed by Sep/Oct of this year, post construction restoration of ECT and offsetting planting, new sign package for ECT in 2026 opening.
- Trail connection from CVC to high school, which the Town is completing.
- Will work with the PRTAC committee regarding the potential for new signage. This process takes about 6 months from start to finish.
- Any tie ins to the new Erin Library must be developed as a project and put on the capital plan.

The committee discussed potential trail connections to the existing and trails plan for the community and recommended that the 2017 Trails Master Plan included in the Parks and Recreation Master Plan be updated in 2025.

MOTION: That Town Council include an update to the 2017 Trails Master Plan, currently included in the Parks and Recreation Master Plan, be included in the 2025 budget.

Moved by Justyna, seconded by Rob.

Motion carried.

- ***Pits to Parks Restoration Project*** – partnership between the CVC and the region of Peel.
- Rehab plan for Pinchin Pit into a conservation area.
- Local use of clean excess soil from capital works projects, municipal partnerships, enhanced ecological restoration of former pits. Two new Credit Valley Parks.
- Jim Tovey Lakeview Conservation Area – new on Mississauga’s lakefront.
- Pinchin Pit was acquired from AECON in 2013
- Flaherty West Pit was acquired from the landowner in 2019 and provides access to Charles Sauriol Conservation Area from Charleston Side Road.
- Restoration and feasibility studies done on all sites and now working on 2nd phase. Key aspects are community engagement.
- Hiking trails, wildlife corridors, indigenous education, active recreation, education and playgrounds were all things people wanted to see.
- Implementation goal is 2026 and can follow progress on their website.

6. Approval of Previous Minutes – March 16th, 2024

- **MOTION: That the minutes for the PRTAC meeting dated March 16th, 2024 be approved.**

Moved by Bayne, seconded by Rob.

Motion carried.

7. Business Arising from Previous Meeting

- **7.1 – Hillsburgh Dog Park** – not discussed further at this time.

8. New Business – With permission from the group, Patrick will be streamlining our agenda moving forward.

9. Sub-Committee Updates:

- ***Communication (Val/Justyna)*** – Met with Chris from TOE Communications. Chris is willing to push out any information we want and was also willing to look into us having our own FB page, as he was unaware that there were other groups that had them. If this was something that is to happen, the committee would need someone to manage it.

- Patrick to follow up with Nina and Rob on how this can work moving forward.
- **Facilities (Bayne/Val)** – Dee reports that Carberry Park is to open first weekend in June (tentatively) and the grand opening will be planned with the committee.
- **Trails (Rob, Gissel, Bridget)** – clean up day was a success, committee members participated.
- **Policies and Procedures (Cara/Patrick)** – no updates at this time.
- **Community Partners (Justyna/Val)** – nothing to update on community programming, advised that ECC will have some construction but no further information shared on that by Dee. Some things will be moved to HCC but no information shared.
- Resident in attendance for the meeting wanted to share her complaint about a trail that has been cut along her property line (near ECC/high school). She was advised to take her concern to Council as a delegation.
- **Parks and Land Development (David/Patrick)** – talks continue as matters arise.

9. Next Meeting:

- Thursday, June 20th, 2024 @ 7:00 pm

10. Adjournment:

MOTION: That the PTRAC meeting be adjourned.

Moved by Bayne, seconded by Gissel.

Motion carried.

- Adjourned at 9pm.



Parks, Recreation, & Trails Advisory Committee Meeting Minutes

September 26th, 2024 – 7:00-8:30pm

Town of Erin Town Hall – 5684 Trafalgar Rd., Lower Level Conference Room

In Attendance: Val, Gisselle, David, Sid, Justyna, Rob, Patrick, Bridget

Guest: Nina Lecic - Town Clerk

1. Call to Order (Chair)

2. Welcome and Introductions (Chair)

Nina Lecic, Director of Legislative Services & Town Clerk

3. Approval of Agenda/Additions to Agenda. (Chair)

Moved by: David

Seconded by: Sid

Carried

4. Declaration of Pecuniary Interest. (Chair)

None

5. Delegation / Presentation (Chair)

None

6. Approval of Previous Minutes – May 16, 2024. (Chair)

Moved by: Justyna

Seconded by: Bridget

Carried

7. Business arising from previous minutes.

7.1 2024 successes

The committee celebrated some of the successes for 2023 - 2024

- we have new members representing community volunteer organizations
- created subcommittees with specific responsibilities
- identified priorities
- had 2 delegations to Council (thanks Cara)
- gained a better understanding of our role as an advisory committee to Council
- started to set direction related to trails in the community (thanks Rob, Giselle and Bridget)
- participated in the Rotary Trail cleanup

- had regular updates from staff related to facility improvements at arenas and sports fields
- had 2 great presentations by the Library Chair and CVC (thanks Councillor Ryan)
- collaboration with the Rotary Club – trails are important to them also
- Carberry Park was opened – another recreation space for the community
- had the Mayor and interim CAO attend our meetings.
- Ice allocation policy – completed and approved

8. New Business

8.1 MOTION

That Cara Knibbs resignation for the PRTAC be accepted.

Moved by: David

Seconded by: Bridget

- The committee thanked Cara for her contributions – 2 delegations to council; valuable input into committee. Bridget will follow up with a thank you.
- Discussed recognition of volunteers when they leave. Recognition of volunteers on committees.
- Replacement will be advertised – recommend having an arts and culture focused volunteer
- Suggest having a stronger role in committee's role in recognition and value provided to the Town. Would like to have more administrative support.
- Events should be planned based on community availability – not staff and Council alone

8.2 2025 PRTAC Budget

Trails Master Plan update – refresh – to be discussed at next meeting with Director

8.3 Update from Nina Lecic, Director of Legislative Services & Town Clerk

- DeeEnna will be off for maternity leave
- Incoming Director – Jennifer McPetrie will be joining the Town in 2 weeks. 20 years of experience in many municipalities.
- Nina is also responsible for Human Resources – Community Services was a part of Infrastructure Services; need for solid leadership in parks, recreation and culture as a separate department with a new Director of Community Services.
- Community is looking for trails, programs, etc.
- Advisory committees – how to engage and bring input into the Town's Strategic Plan
- Engagement – from committee members; commitment for feedback
- Positive excitement to be a part of the committee and community
- Need for programming and community centres – commitment going forward
- Master Plan update for facility development
- Recruit, acknowledge and recognize volunteers
- Brainstorm – summarize a list of issues / priorities – 2 weeks

8.4 Town of Erin Tour

- 7 opportunities from Council / Staff tour
- Ospringe – new development – potential for parks and trails
- Wastewater plant – Lion’s Park – pumping station; 3 stories with a peak; backdrop to the park. Restore Lions Park.
- Councillor Jeff Duncan – County Councillor – Erin Library – library land connections along the waterway. Library to open spring 2025.
- Solmar development – one large one small park and 2 stormwater ponds; wooded area with trails.
- Erin downtown – look of rejuvenated downtown; 2nd part of Rotary Trail – underutilized. Culvert may have failed – area muddy and wet – trail is not being used
- Erin 2000 – reopening October 14, 2024; wide double door entrance; slate floor; rubber floor to arena; upgraded washrooms; HVAC replaced; Shamrock Room – leaks repaired and space updated and renovated.
- Barbour Field Recreation Centre – feasibility study completed in 2021
- Traffic Management study underway

9. Sub-committee updates:

a. Communication – Justyna / Val

- Met with communications staff; interest in working together; what information to share?

b. Trails – Rob, Gisselle, Bridget

- Clean up day – interest from the Rotary Club to work together
- Trails maintenance program – when and how to clean up / maintain trails?
- Rob, Gisselle, Bridget to Walk the trails and bring back information related to trail maintenance
- Rail Trail – re-open 2026. Signage for directing people to additional parking at Hillsburgh Library to re-join the trail

c. Facilities – Bayne / Val

- Renovations to be completed

d. Policies and Procedures – David / Patrick

- Council approved the Ice Allocation Policy

e. Community Partners and Programming – Justyna / Val

- Program list submitted to staff; continued discussion with incoming director

f. Park and Land Development – David D. / Patrick

- To be provided as parks are designed

9. Other Business

Dog parks – Parks Bylaw to be developed to make it official to accommodate future Dog Parks

Waste bags – can be branded

10. Next Meeting Date – October 24, 2024

11. Adjournment



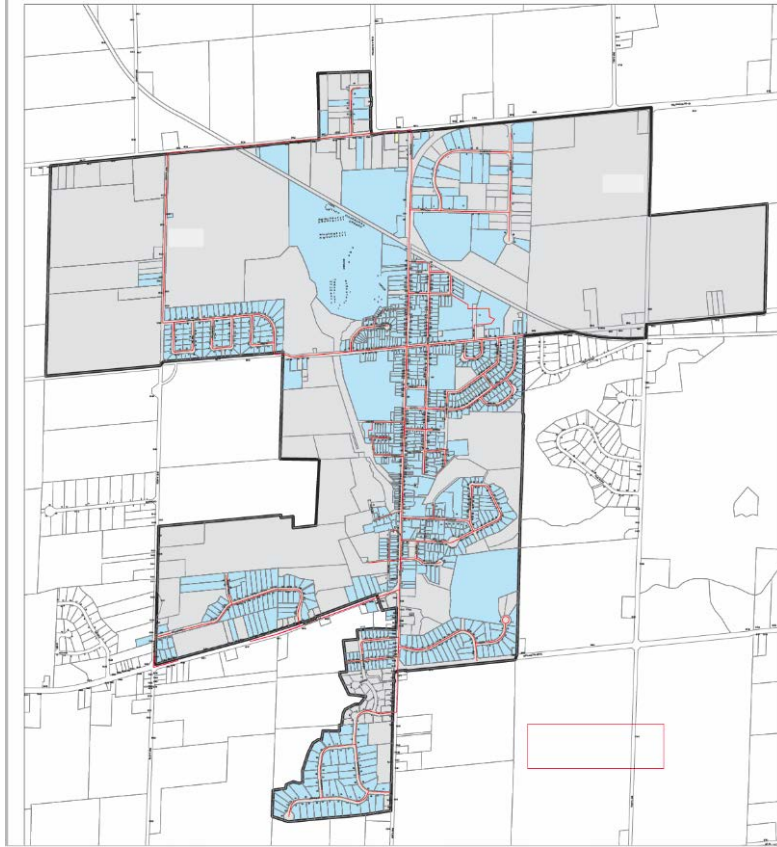
Water Infrastructure Upgrades in Erin & Hillsburgh to support Planned New Development

Presentation Outline

1. Overview of Existing Water System & 2020 Water Class EA
2. Future Water System Concerns/Issues
3. Proposed Water Infrastructure Upgrades, including Next Steps & Timelines:
 - a) New Well E9 Pumphouse and Transmission Main in Erin
 - b) Well Drilling and Exploration Program in Erin & Hillsburgh
 - c) Erin/Hillsburgh Water Booster Station
 - d) Hillsburgh Water Storage Reservoir
4. Summary of Proposed Costs
5. Questions

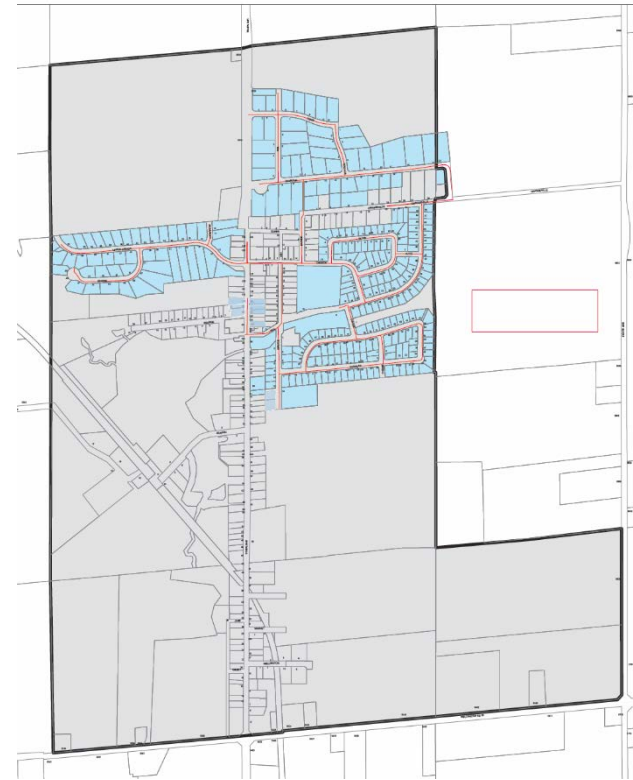
Existing Municipal Water Systems

Erin



- Approx. 90% of the properties within the existing community are serviced by the Erin Water System (areas in blue).

Hillsburgh



- Approx. 55% of the properties within the existing community are serviced by the Hillsburgh Water System (areas in blue).

2020 Water Servicing Class EA

- In 2020 Triton Engineering completed the Water Servicing Class Environmental Assessment (Water Class EA) which recommended the following new water infrastructure in Erin & Hillsburgh:
 - A new Well E9 on Wellington Rd 23 in Erin.
 - A new Well H4 within the Ballantry Subdivision in Hillsburgh.
 - The inter-connection of the Erin and Hillsburgh Water Systems via a new watermain along the Elora Cataract Trail.
 - A new Elevated Water Tower within the Solmar Subdivision in Erin.
 - A new Elevated Water Tower within the Ballantry Subdivision in Hillsburgh.

Future Water System Concerns/Issues

- In Jan 2023 the Ministry of the Environment, Conservation and Parks (MECP) issued a new Permit To Take Water (PTTW) to the Town which restricted the capacity of the new Well H4 & existing Well H3 in Hillsburgh, due to interference between them.
- The MECP recommends Municipalities have “extra” well capacity or “firm capacity” to meet supply needs, to accommodate the largest well being out of service. The 2020 Water Class EA did not provide any extra well capacity for either community.
- Well E9 in Erin needs to be brought on-line as soon as possible, to support the on-going new development in Erin.

Future Water System Concerns/Issues

- The Water Class EA recommended the inter-connection of the Erin & Hillsburgh Water systems, to provide system redundancy, however, no property was identified in Erin for a Booster Pumping Station, to pump water from Erin to Hillsburgh.
- The Water Class EA identified a site for a new Elevated Water Tower within the proposed Ballantry Subdivision in Hillsburgh. However, the location is very close to existing residential homes on Douglas Crescent.

Proposed Water Infrastructure Upgrades

To accommodate the new Development in Erin & Hillsburgh we are proceeding with the following Water Infrastructure projects, as per the 2020 Water Class EA, while addressing the future water system concerns/issues:

1. Design & Construction of Well E9.
2. A Well Drilling and Exploration Program in Erin & Hillsburgh to find additional Water Capacity.
3. The selection of a location, followed by design & construction of the Erin - Hillsburgh Water Booster Station.
4. The selection of a new location, followed by the design & construction of the Hillsburgh Water Storage Reservoir.

Further details regarding each of the components will be discussed in greater detail in the following slides.

Well E9 Pumphouse & Transmission Main Site Map



Well E9 Pumphouse & Transmission Main

Next Steps & Timelines

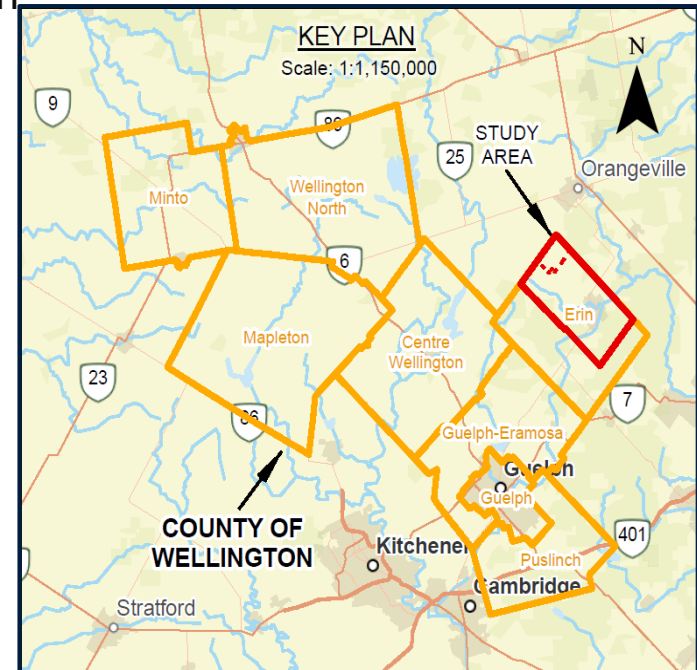


- **Well E9 Pumphouse and Transmission Main**
 - Finalize Detailed Design & Contract Specifications (Ongoing).
 - Tender and Award the Project (Winter 2024).
 - Construction (Winter 2024 to Winter 2025).

Well Drilling and Exploration Program

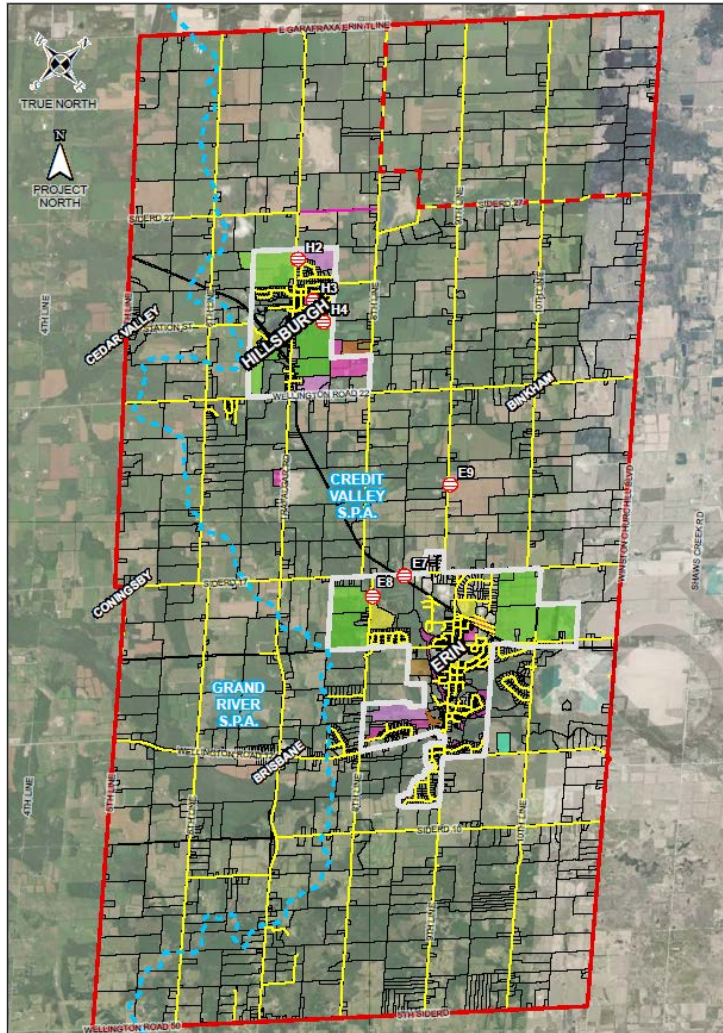
Existing Materials Reviewed

- Existing Reports (SSMP, Schedule “B” Class EA, Investigations, Wellington Source Water Protection Information, Other)
- Municipal Well Records (existing and old wells)
- Water Well Records
 - Geology, water quality, yield, location
- 3D Geological Mapping (soil and bedrock)
- Active Water Taking Permits (bedrock)
- Bedrock Vulnerability Mapping
- ANSI, Provincially Significant Wetlands



- Overall, there is a good amount of information available plus, updated geological mapping/modelling. However, the information does not predict well yield; it must be assessed with field work.

Well Drilling and Exploration Program Selection Criteria

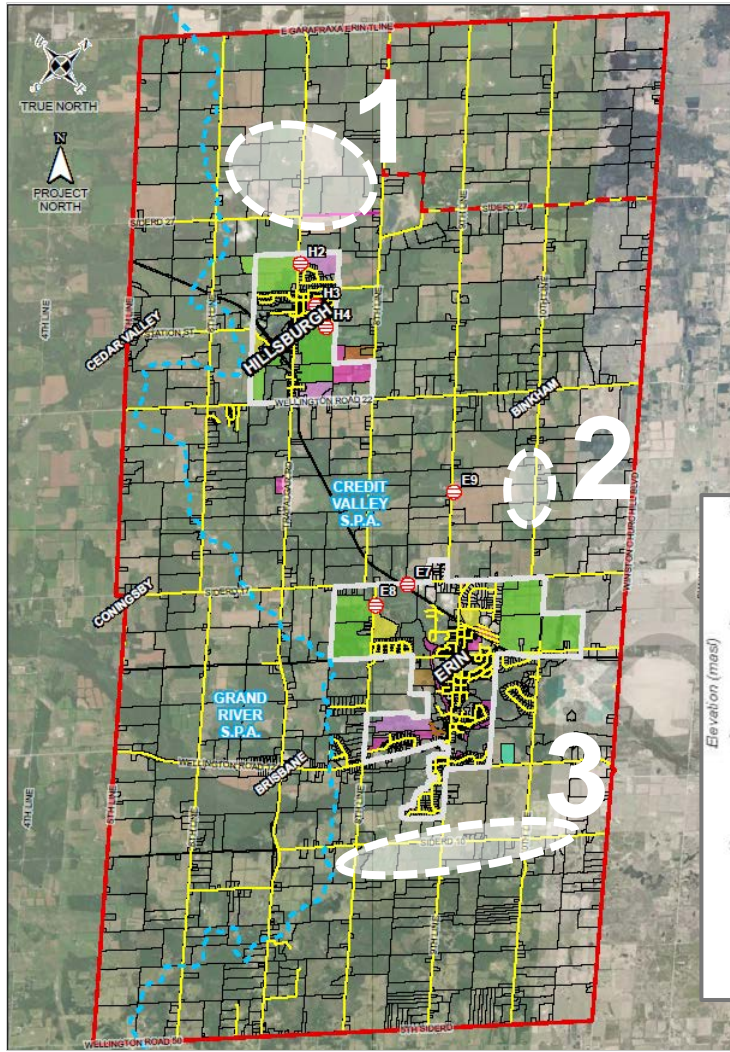


From Schedule “B” Class EA
[*considerations in this study*]

1. Avoid Well Head Protection Areas (WHPA)
[*or acceptable mutual interference effects*]
2. Natural Protection from Soils to be Present
[*a key consideration*]
3. Avoid Poor Groundwater Quality
[*a key consideration*]
4. Avoid Drawing Surface Water Directly into Well (GUDI)
[*results from implementing #2. above*]
5. Aim for Areas with Well Yield >1,000 m³/day (11.6 L/s)
[*demonstrably difficult to predict; predict aquifers present instead*]
6. Close to Existing Distribution System
[*lower priority criterion for this study*]

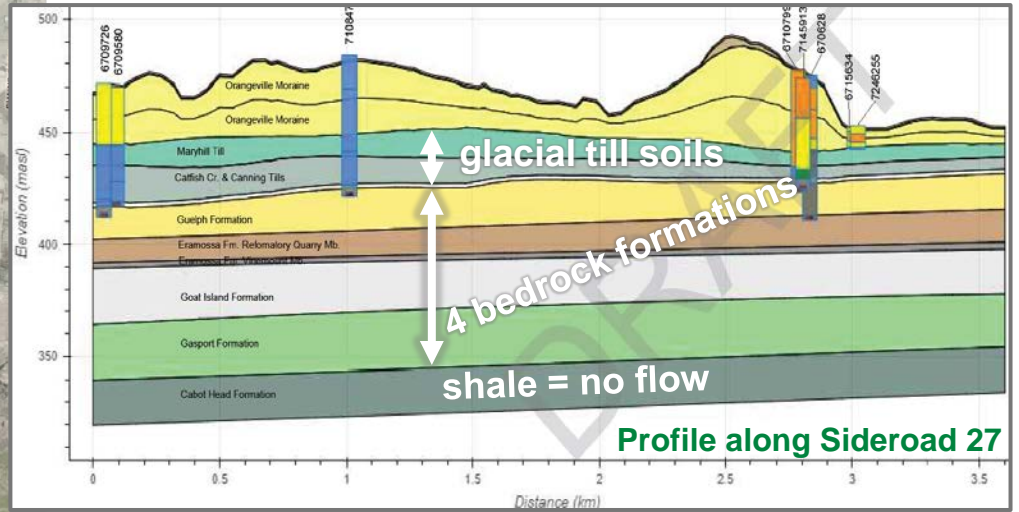
Well Drilling and Exploration Program

Three Main Exploration Areas



1. Sideroad 27 and Northward
2. Tenth Line (one conc. east of Well E9)
3. Sideroad 10 at 8th, 9th, 10th Lines

Target is four bedrock formations underlying glacial till



Well Drilling and Exploration Program

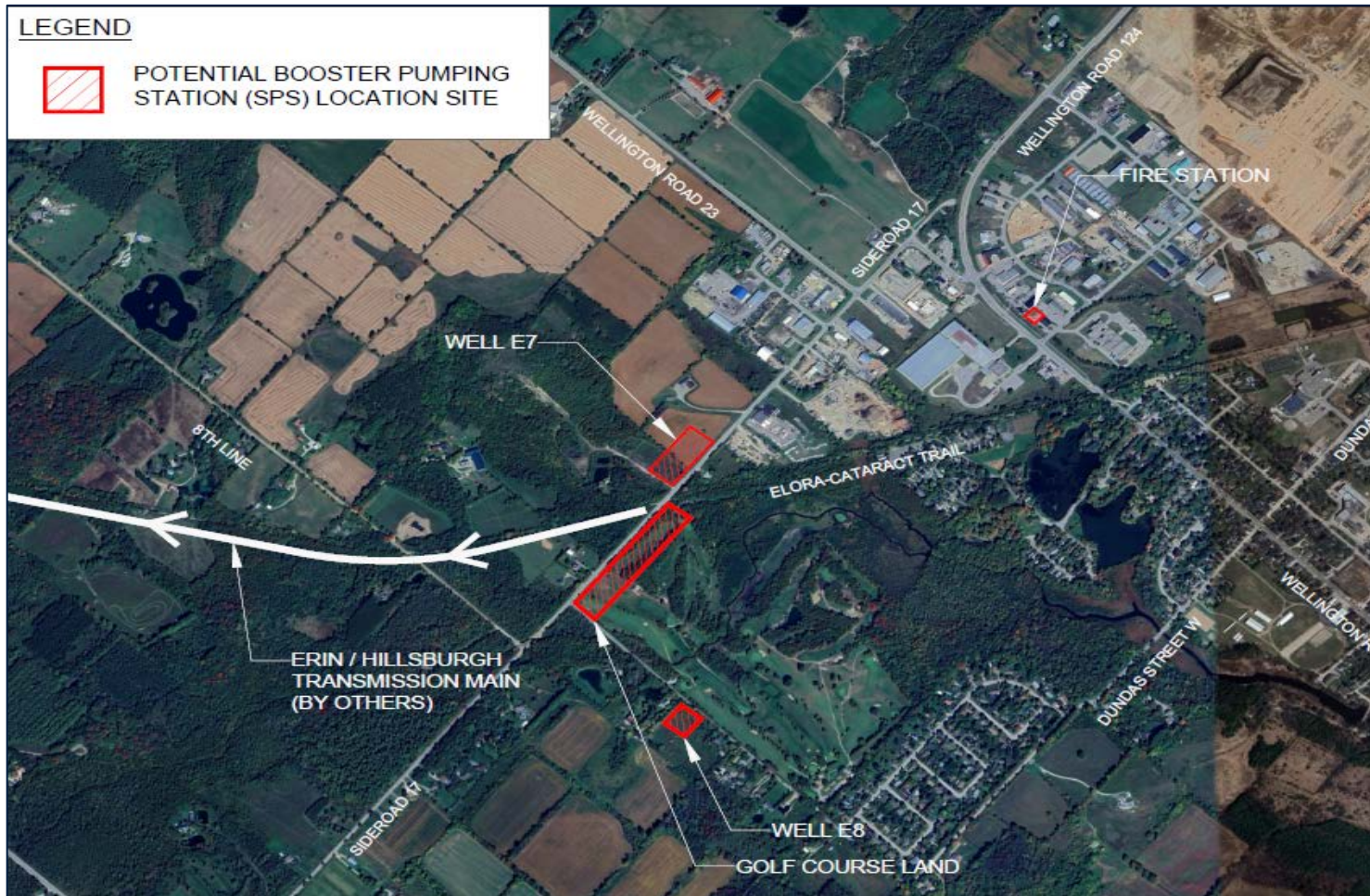
Next Steps & Timelines



■ Well Exploration & Drill Program

- Issue Municipal Tenders to undertake the Well Exploration & Drilling Program (Ongoing).
- Contact Property owners in Hillsburgh & Erin to get permission to initiate a Well Drilling program(s) on their property (Ongoing).
- Award the Well Drilling Program in the identified areas in Hillsburgh and Erin (throughout 2025).
- Complete Class EA requirements for new Municipal Well (throughout 2025).
- Municipal Well Approvals and Implementation (2026 & 2027).

Erin/Hillsburgh Water Booster Station Possible Locations



Erin/Hillsburgh Water Booster Station

Next Steps & Timelines

- **Booster Pumping Station for Erin to Hillsburgh**
 - Proceed with Preliminary & Detailed Design (Ongoing).
 - Contact Property owners in Erin about possible property acquisition for Booster Station (Ongoing).
 - Finalize Detailed Design & Contract Specifications (Spring/Summer 2025).
 - Tender & Award the Construction (Late Summer 2025).
 - Construction (Start Fall 2025 to Fall 2026).

Hillsburgh Water Storage Reservoir Possible Locations



Hillsburgh Water Storage Reservoir

Next Steps & Timelines



- **Water Storage Reservoir in Hillsburgh**
 - Proceed with Preliminary & Detailed Design (Ongoing).
 - Contact Property owners in Hillsburgh about possible property acquisition for Water Storage Reservoir (Ongoing).
 - Finalize Detailed Design & Contract Specifications (Spring/Summer 2025).
 - Tender & Award the Construction (Late Summer 2025).
 - Construction (Start Fall 2025 to Fall 2026).

Summary of Proposed Costs

The following table provides a summary of proposed capital costs to deliver the Water Infrastructure projects.

Program Component	Estimated Costs 2024\$ (Class D)
Overall Project Management	\$250,000
Class EA Components	\$200,000
Well E9 Pump House and Transmission Main	\$11,000,000
Erin/ Hillsburgh Booster Pumping Station	\$6,650,000
Hillsburgh Water Storage Reservoir, including Booster Station & Transmission Main	\$12,000,000
Well Exploration and Drilling Program (includes Well Drilling Contractors)	\$5,000,000
New Well in Erin	\$10,000,000
Two New Wells in Hillsburgh	\$20,000,000
TOTAL (Excluding HST):	\$65,100,000

- The projects will be designed and constructed over the next 5 years to support the planned new development in each community.
- All project costs will be funded through Water Development Charges, which are paid to the Town as Development proceeds in each community.

Questions?



Credit Valley Conservation 2025 Draft Budget

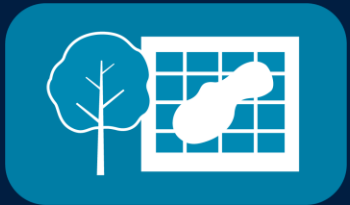
Presented by:
Quentin Hanchard,
Chief Administrative Officer

November 14, 2024



**Credit Valley
Conservation**
inspired by nature

The Credit River Watershed

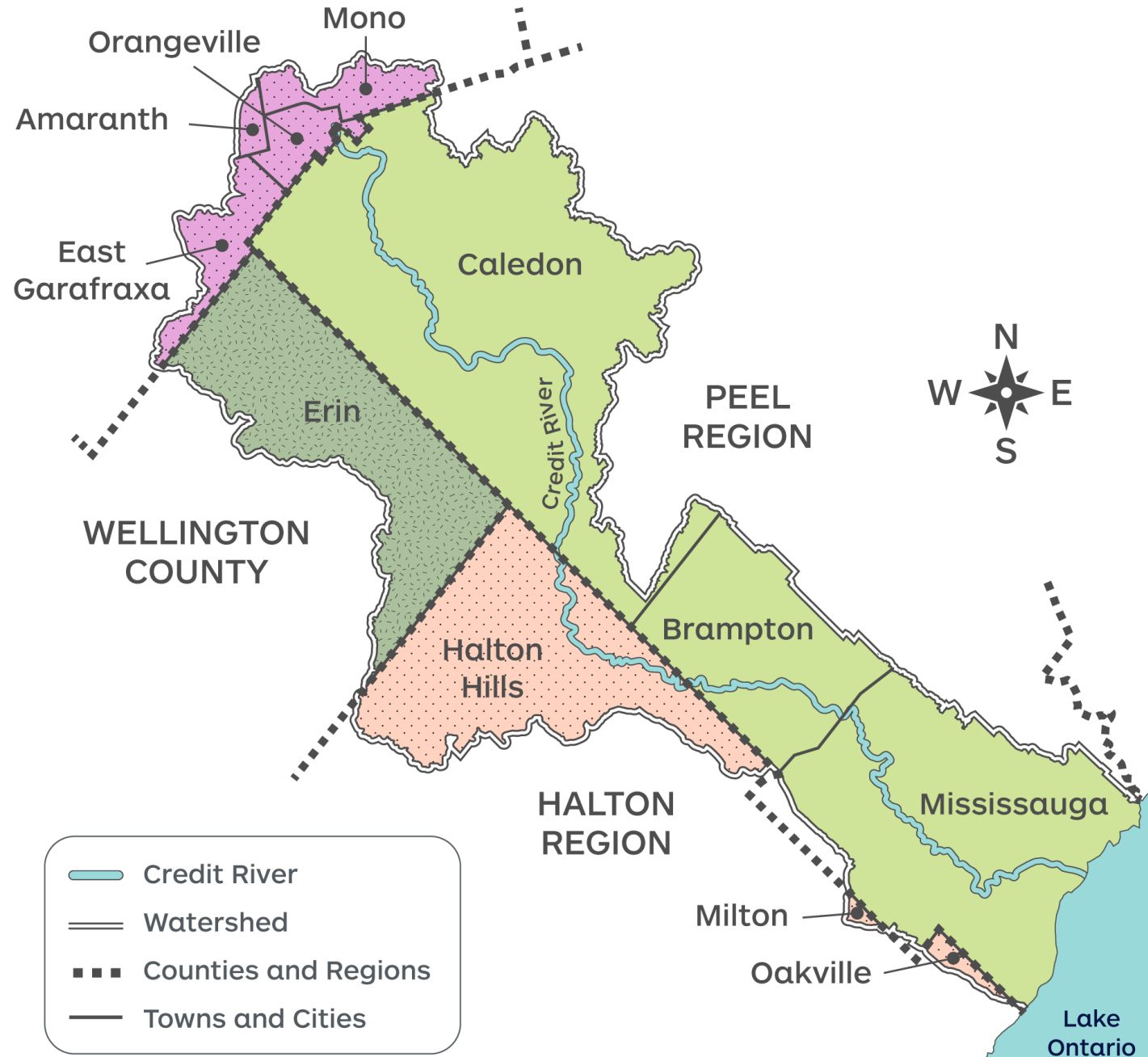






94,877
hectares in
CVC's total
jurisdiction



1,047,102
people living in
the watershed

DUFFERIN COUNTY



-  Credit River
-  Watershed
-  Counties and Regions
-  Towns and Cities

CVC By The Numbers

Protecting Life and Property from Natural Hazards



27,950 hectares regulated



290 planning applications in 2023



100 per cent compliant on delivery of regulatory service timelines

Greenspace and Community Wellbeing



2,922 hectares of land owned by CVC



115 kilometres of trails managed



Nearly 7.5 million trees planted since 1954



1 million annual visitors to our Conservation Areas



17 per cent increase in visitation to our parks from 2019



Almost 20 million visitors to our parks since 1954

CVC Service Delivery Model

CVC programs and services in five service areas:



Natural Hazards
Planning
and Risk
Management



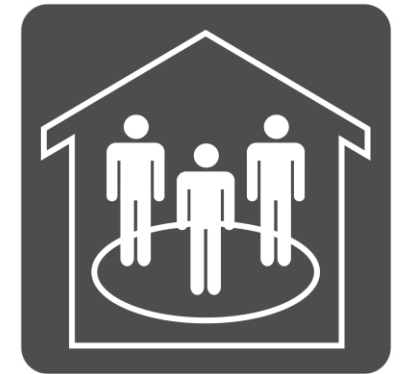
Lands and
Conservation
Areas



Watershed
Studies and
Strategies



Environmental
Resilience



Corporate
Services



Natural Hazards Planning and Risk Management

CVC regulates approximately 27,950 hectares of land and operates a network of 59 real-time environmental monitoring stations to protect people from natural hazards like flooding.

Natural Hazards Planning and Risk Management

2025

Priorities embedded in the budget:

- Comprehensive update to Regulation Mapping
- Update to CVC's Watershed Planning and Regulation Policies
- Floodplain map viewer for public to display extent of flooding during regulatory storm events





Lands and Conservation Areas

CVC manages 7000 acres of parks and greenspaces, including 115 km of trails, that are visited by over 1 million people annually

Lands and Conservation Areas

2025

Priorities embedded in the budget:

- Development of conservation area rapid inventory and condition assessments for management interventions on CVC lands
- Implementation of updated Conservation Areas Master Strategy
- Development of diversity, equity and inclusion activities, policies and engagement strategies for Parks





Watershed Studies and Strategies

**CVC's first watershed plan was completed in 1956.
In 2024, CVC celebrates 70 years of conservation.**

Watershed Studies and Strategies

2025

Priorities embedded in the budget:

- Watershed hub to share long-term data and Watershed Plan results with municipal partners and the public
- Baseline Environmental Screening Tool to support municipalities in accelerating development reviews
- In-stream monitoring to help maintain the health and function of West Credit River and fulfil compliance requirements





Environmental Resilience

CVC engages about 40,000 residents annually in programs, including public and private land stewardship, agricultural extension, education and SNAPs

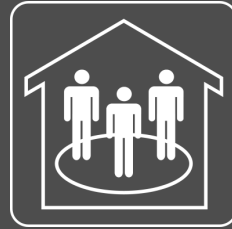
Environmental Resilience

2025

Priorities embedded in the budget:

- CTC Source Protection Plan and Credit Valley Assessment Report update for conformity with Technical Rules
- AdaptFor tool for ecosystem management to build climate resilience in watershed forests
- Approximately 500 events delivered annually for watershed residents





Corporate Services

CVC has 250 full-time staff and 135 seasonal hourly staff based across two administrative offices and four operating conservation areas.

Corporate Services

2025

Priorities embedded in the budget:

- Optimize and enhance energy efficiency at offices and continue to electrify fleet and equipment
- Seamless integration of IT/HR/Finance processes related to personnel
- Internally facing DEI plan focusing on representation and belonging



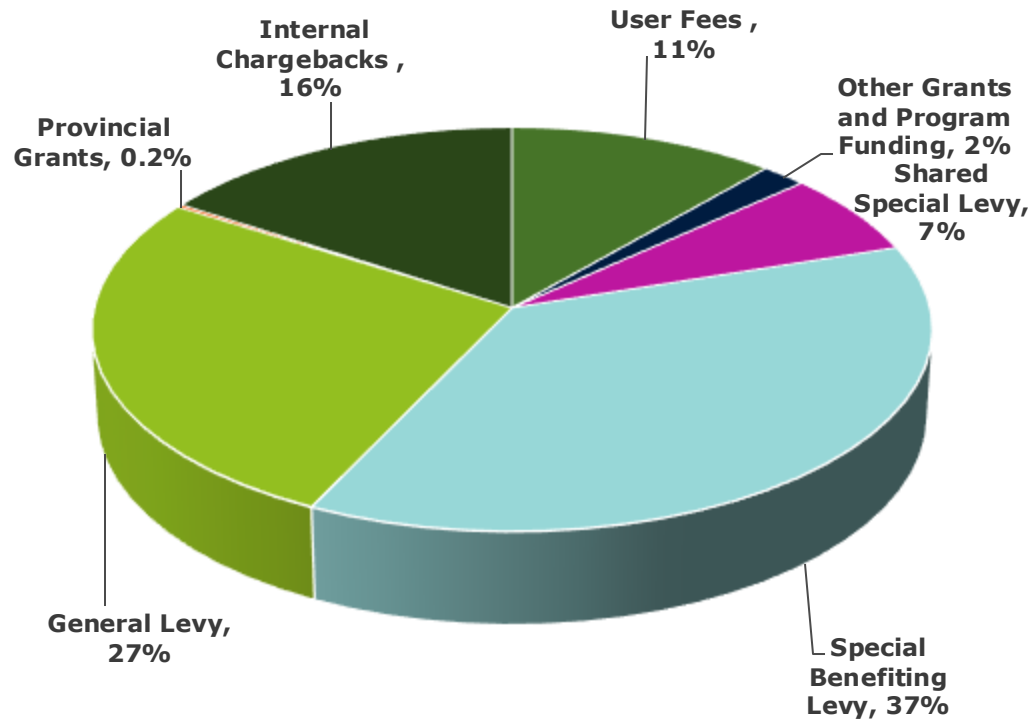
Draft Budget Overview

Gross Budget 2025

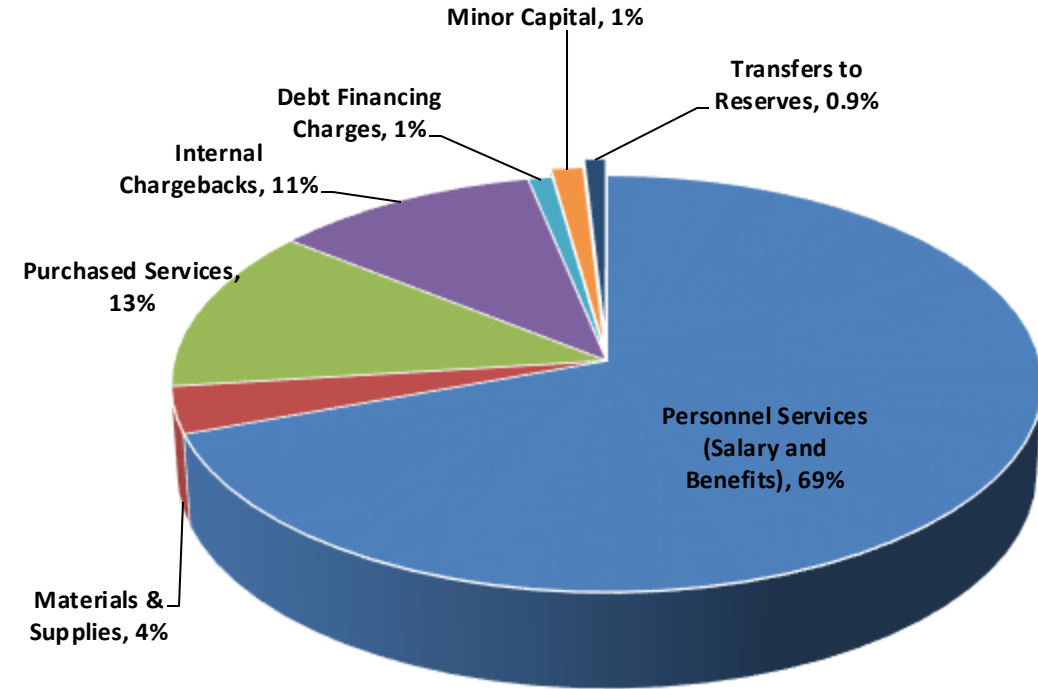
Gross Revenue (all sources)	2024 Budget \$000's	2025 Budget \$000's	\$ Change \$000's	% Change
Fees	4,878	4,887	9	0.2%
Municipal Apportionment	28,925	30,313	1,387	4.8%
Base Funding (Provincial)	96	96	0	0.0%
Source Water Protection (Provincial)	681	786	105	15.4%
Grants and Fundraising	0	40	40	-
Internal Chargeback Revenue	6,611	6,779	169	2.6%
Total Revenue	41,191	42,901	1,709	4.1%
Gross Expenditures	2024 Budget \$000's	2025 Budget \$000's	\$ Change \$000's	% Change
Staff Salary and Benefits	28,368	29,784	1,416	5.0%
Materials & Supplies	1,475	1,556	81	5.5%
Purchased Services	5,556	5,438	-118	-2.1%
Internal Chargebacks	4,688	4,732	44	0.9%
Debt Financing Charges	434	434	0	0.0%
Minor Capital	474	573	99	20.8%
Transfers to Reserves	196	384	188	96.0%
Total Expenditures	41,191	42,901	1,709	4.1%

Gross Budget 2025 - Revenue/Expenditures

Revenue



Expenditures



CVC Apportionment Compared with Municipal Operating Budgets

Municipality	2024 Municipal Operating Budgets \$,000	2025 CVC Draft Apportionment \$,000	CVC 2025 Budget as % of 2024 Municipal Budget
Region of Peel	\$3,434,786	\$29,109	0.85%
Region of Halton	\$1,055,930	\$748	0.07%
Town of Orangeville	\$41,895	\$341	0.81%
Town of Erin	\$14,613	\$89	0.61%
Town of Mono	\$14,154	\$16	0.11%
Township of East Garafraxa	\$5,341	\$9	0.17%
Township of Amaranth	\$5,199	\$2	0.03%
Total	\$4,571,919	\$30,313	0.66%

Municipal Apportionment – MCVA Change

Municipality	% Apportionment of 2024 CVA	% Apportionment of 2025 CVA	Change	% Change
Region of Peel	91.6217	91.6125	-0.0092	-0.01%
Region of Halton	5.1909	5.2086	0.0177	0.34%
Town of Orangeville	2.3852	2.3737	-0.0115	-0.48%
Town of Erin	0.6164	0.6171	0.0007	0.11%
Town of Mono	0.1138	0.1130	-0.0008	-0.70%
Township of East Garafraxa	0.0605	0.0635	0.0030	4.96%
Township of Amaranth	0.0115	0.0116	0.0001	0.87%
Total	100	100		

Apportionment by Municipality

Municipality	2024 Apportionment	2025 Apportionment	\$ Change	% Change
Region of Peel	\$27,776,694	\$29,108,542	\$1,331,848	4.8%
Region of Halton	\$711,330	\$748,022	\$36,692	5.2%
Town of Orangeville	\$326,851	\$340,895	\$14,044	4.3%
Town of Erin	\$84,466	\$88,625	\$4,159	4.9%
Town of Mono	\$15,593	\$16,227	\$634	4.1%
Township of East Garafraxa	\$8,290	\$9,120	\$830	10.0%
Township of Amaranth	\$1,569	\$1,664	\$95	6.1%
Total Levy	\$28,924,793	\$30,313,095	\$1,388,302	4.8%

MCVA-based Apportionment (General Levy)

Municipality	2024 General Levy	2025 General Levy	\$ Change	% Change
Region of Peel	\$10,060,620	\$10,546,646	\$486,026	4.8%
Region of Halton	\$569,993	\$599,629	\$29,636	5.2%
Town of Orangeville	\$261,907	\$273,269	\$11,362	4.3%
Town of Erin	\$67,683	\$71,044	\$3,361	5.0%
Town of Mono	\$12,494	\$13,009	\$515	4.1%
Township of East Garafraxa	\$6,642	\$7,312	\$670	10.1%
Township of Amaranth	\$1,257	\$1,334	\$77	5.6%
TOTAL	\$10,980,596	\$11,512,243	\$531,647	4.8%

MCVA-based Apportionment (Shared Sp. Levy)

Municipality	2024 Shared Special Levy	2025 Shared Special Levy	\$ Change	% Change
Region of Peel	\$2,494,663	\$2,610,032	\$115,369	4.6%
Region of Halton	\$141,337	\$148,393	\$7,056	5.0%
Town of Orangeville	\$64,944	\$67,626	\$2,682	4.1%
Town of Erin	\$16,783	\$17,581	\$798	4.8%
Town of Mono	\$3,099	\$3,218	\$119	3.9%
Township of East Garafraxa	\$1,648	\$1,808	\$161	9.8%
Township of Amaranth	\$312	\$330	\$17	5.4%
TOTAL	\$2,722,786	\$2,848,988	\$126,202	4.6%

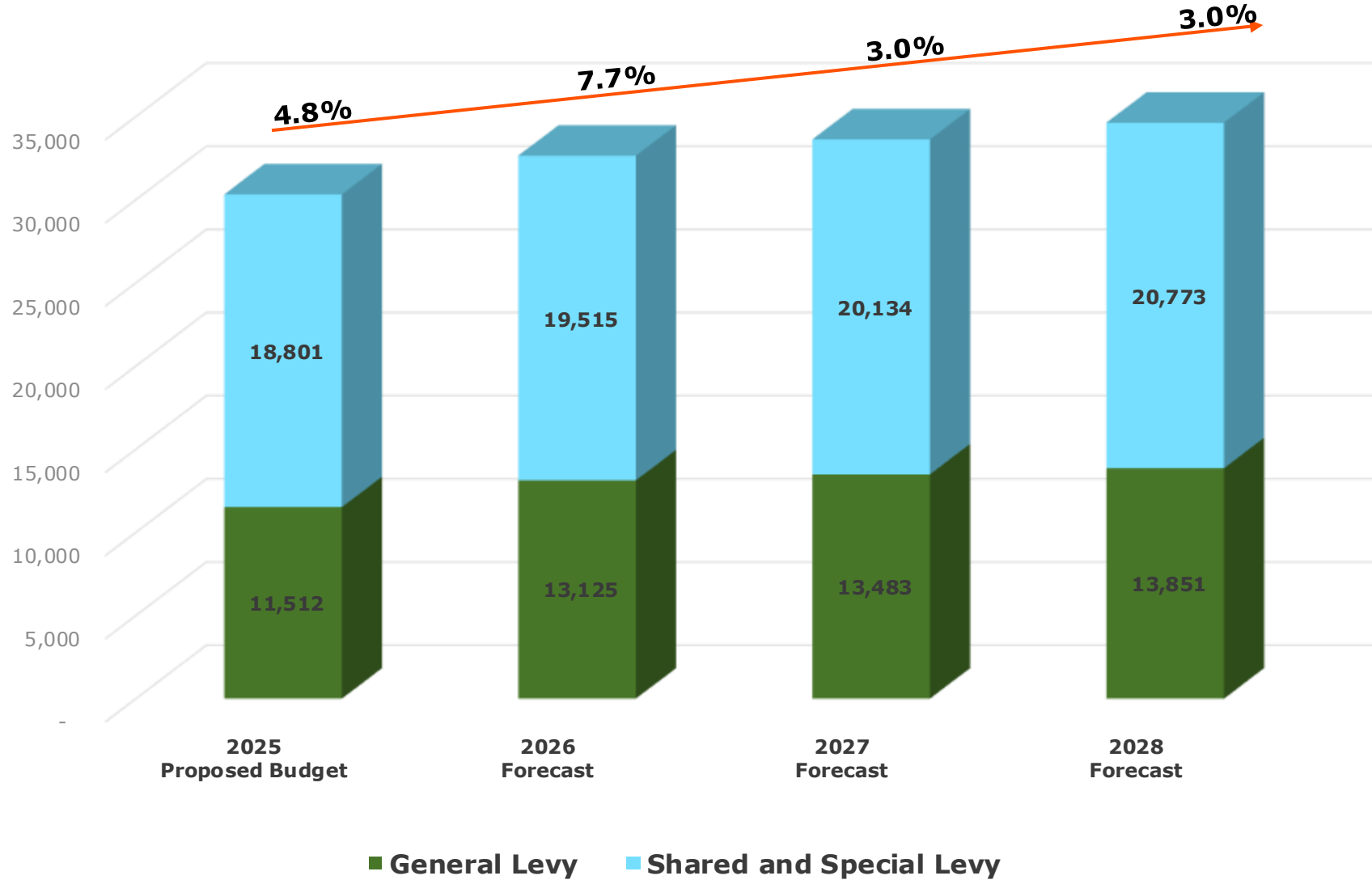
Municipal Apportionment by Category

Municipality	Total	Category 1 and General Programs and Services	Category 2 Programs and Services
Region of Peel	\$29,108,542	16,658,300	12,450,242
Region of Halton	\$748,022	558,344	189,678
Town of Orangeville	\$340,895	254,454	86,441
Town of Erin	\$88,625	66,152	22,473
Town of Mono	\$16,227	12,113	4,114
Township of East Garafraxa	\$9,120	6,808	2,312
Township of Amaranth	\$1,664	1,242	422
Total	\$30,313,095	17,557,413	12,755,682

Total Shared Levies

Municipality	2024	2025	\$ Change	% Change
General Levy	\$10,980,596	\$11,512,243	\$531,647	4.8%
Town of Erin's Share	\$67,683	\$71,044	\$3,361	5.0%
Shared Special Levy	\$2,722,786	\$2,848,988	\$126,202	4.6%
Town of Erin's Share	\$16,783	\$17,581	\$798	4.8%
Total Town of Erin's Share	\$84,466	\$88,625	\$4,159	4.9%

Budget & Forecast



Three-year Apportionment Forecast

	2026 Forecast		2027 Forecast		2028 Forecast	
	Amount	% Change	Amount	% Change	Amount	% Change
General Levy	13,125,424	14.0%	13,482,927	2.7%	13,850,504	2.7%
Shared & Special Levy	19,515,283	3.8%	20,134,096	3.2%	20,772,709	3.2%
Total	32,640,707	7.7%	33,617,022	3.0%	34,623,213	3.0%

Unfunded Pressures and Opportunities

Unmet Needs	Anticipated Costs \$,000s	Risks to Services and Opportunities for Resourcing
<p>Jim Tovey Lakeview Conservation Area startup operations (Peel)</p>	<p>700</p>	<p>Impact to park opening and startup operations in Q3/4 following completion of public realm construction. Health and safety risk management.</p> <p>Opportunity: cost containment from public realm construction, discussion of other alternatives with Region executive.</p>
<p>Black Creek Sub-watershed Study accelerated implementation (Halton)</p>	<p>315</p>	<p>Ongoing water quality concerns and community impact in Black Creek and Fairy Lake in Acton.</p> <p>Opportunity: seek additional funding aligned with the priorities of the Town of Halton Hills and Halton Region, such as the Region's total phosphorous offset plan.</p>

Unfunded Pressures and Opportunities

Unmet Needs	Anticipated Costs \$,000s	Risks to Services and Opportunities for Resourcing
Hazard tree management and land care	400	<p>Managing staff and visitor health and safety risk in CAs.</p> <p>Opportunity: seek additional funding to support short-term enhancement to hazard tree management in Halton and Peel.</p>
Asset Management Plan	TBD	<p>Maintenance of SOGR and replacement backlog for all asset classes; additional reserve requirements.</p> <p>Opportunity: increase in-budget contributions to reserve; 10 year capital needs assessment to determine resourcing alternatives beyond 2025</p>

Additional Pressures and Risks



- Continued recreational infrastructure and public realm investment across numerous parks to address growth in park visitors (including ILCA Management Plan implementation)
- Belfountain Conservation Area Phase 2 (Public Realm and Visitor Centre Capital Works)
- Credit Valley Trail strategy implementation
- Additional land care costs, particularly in northern and rural watershed
- Land acquisition and new greenspace development
- Watershed Plan implementation 2026 onwards

Successful external grant funding secured by CVC and CVCF:

- Federal Active Transportation fund \$4.14 million for JTLCA public realm
- ICIP Trails, Boardwalks and Pedestrian Bridges (currently under construction) totals \$3.24 million in grants and CVC contribution of \$1.18 million
- Canada Community Revitalization Fund for Island Lake Crane Gathering Space \$750,000
- Federation of Canadian Municipalities \$100,000 for Cooksville SNAP
- RBC funding for risk and return on investment tool \$200,000



Thank you



Town of Erin

Corporate Report

Department: Chief Administrative Officer	Report Number: EM2024-01
Presented/ Prepared By: Hurania Melgar, Emergency Manager/CEMC	Meeting Date: 11/14/2022

Subject

2024 Annual Emergency Management Programme Report

Recommendation

That report number EM2024-01 “2024 Annual Emergency Management Programme Report” be received for information.

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 2024.
- The Program Committee met on February 23— where the key parts of the Emergency Management program were reviewed.
- The Town’s Municipal Emergency Control Group have met the training requirements for 2024.
- Annual Emergency Management Exercise was conducted on October 23— focusing on the set up of the EOC, IMS functions and filling out key documentation based on a Tornado scenario.
- A robust public education programme was delivered through in-person events, advertisements, and social media.
- The Town has satisfied the requirements of the Emergency Management and Civil Protection Act and Ontario Regulation 380/04 for 2024.

Background

Program Committee:

The Town has an Emergency Management Programme Committee (Committee). The Committee met in person on February 23, 2024, to review the Town’s Emergency Management Programme including its Hazard Identification and Risk Assessment, Emergency Response Plan, training needs, proposed annual exercise, and Public Education. The minutes from the Committee meeting are attached as Appendix A.

Emergency Response Plan:

The existing Emergency Response Plan was adopted by Council in Fall of 2020.

Training:

The required prescribed training for 2024 has not changed from the 2018 Guidance Note on Training Requirements issued by Emergency Management Ontario. Members of the Town's Municipal Emergency Control Group (MECG), both primary and alternates have satisfied the training requirements for this year.

While much of the prescribed training is covered during the municipality's annual emergency management exercise, additional training opportunities are provided to Municipal Emergency Control Group members throughout the year, including:

1. EM 200- Basic Emergency Management Course: April 22-23
2. IMS 200 - Basic Incident Management System Course: March 21-22, November 7-8
3. EM 240- Note Taking Course: April 16, August 14, September 6
4. Self-paced MECG Essentials PowerPoint presentation

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 held on October 23, 2024.

The objectives of the exercise were to:

- I. Familiarize the Municipal Emergency Control Group (MECG) with the primary Emergency Operations Centre (EOC) setup and procedures.
- II. Familiarize the MECG with using the IMS framework, IMS forms and best practices during an active EOC scenario.
- III. Evaluate plans, policies and procedures that identify how to respond to and recover from a tornado emergency.

Recommendations/outcomes from the exercise:

- a. **Future Exercise Recommendations:** The group requested next years exercise be completed in a virtual/hybrid environment for more practice with the new virtual software, forms and how the process may differ from in-person to hybrid. Further, the group would like the inclusion of external agencies in future exercises to create stronger relationships and gain a better understanding of their roles/responsibilities and how they can support an incident.
- b. **EOC/IMS Roles & Responsibilities:** It was beneficial to learn and gain awareness about IMS positions and Town departments roles and responsibilities

in the EOC. Overall, the members felt much more comfortable and confident in their IMS positions and their expected roles and responsibilities. However, some members felt that further IMS/EOC training is needed.

- c. **EOC Updates:** Through this exercise the group was able to test the set up of the EOC and identified some updates needed. Only two of three landline phones have legitimate connections, install large TV, investigate the purchase of more white/tac boards, create operational cycle cheat sheet, update current maps, finalize EOC set up map/instructions. These updates will be addressed collaboratively between Emergency Management and the Town throughout 2025.

Public Education:

Every municipality's emergency management programme must have public education on risks to public safety and on public preparedness for emergencies.

In total, the Emergency Management division attended 27 public education events across the whole County (up by 8 events from last year). In Erin the Emergency Management team attended the Earth Day event on April 27 and National Public Works Week "Touch a Truck" on May 27.

Emergency Preparedness week was May 5-11. During the week, information was made available through the County's Social Media page, the County page in the Wellington Advertiser and radio ads. Promotional materials were offered at all the libraries across the County.

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

The Emergency Management Division continues with the "Do one thing" promotion. Emergency Preparedness messages were available in the Wellington Advertiser, on the County's social media and radio stations.

In 2024, preparedness messaging was provided utilizing the following monthly themes:

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. Critical Infrastructure identification is managed digitally through the Common Operating Picture (COP) with the County GIS division. We are currently working with County GIS to update and simplify the Critical Infrastructure layer within the mapping software, to be completed by mid-2025.

COVID-19 Final After Action Report (AAR) Update:

A summary of the report is noted below:

The COVID-19 response by the County and all Member Municipalities' MECGs, as well as the Joint Emergency Operations Centre (JEOC) was found to be very well done. The coordination, collaboration and decision making were critical to a successful response. Work amongst the County and all the member municipalities was successful in the joint declaration of an emergency and continued JEOC meetings and decisions throughout the pandemic. Further, all municipality's felt that we all came out of the pandemic more flexible, adaptable and prepared for future emergencies.

The communications provided by the Emergency Management Division including but not limited to consistent Incident Status Summaries, meeting minutes, County/Member Municipality wide emails with key updates/information to be shared with all staff etc. were found to be effective for the most part. The existing plans could have been more effective, but still supported the response. Specific updates to EM plans can be found in the full report. More training with large scale incidents is desired; while understanding every incident is different so it is hard to feel fully prepared for everything. Overall, it was felt that the effective leadership, clear definition of roles, good communication, the flexibility and adaptability of all involved resulted in a successful response.

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 2024.

Attachments

Appendix A – 2024_02_23 EN EMPC Meeting Minutes DRAFT

Hurania Melgar

Emergency Manager/CEMC

Rob Adams

Chief Administrative Officer



Town of Erin
Emergency Management Program Committee (EMPC) Meeting
 February 23, 2024 – 1:00 pm Town Office

DRAFT Meeting Minutes

In Attendance:

1. Alexandra Heck, Communications Specialist
2. Amanda Hanson, Planning & Development Customer Service Clerk
3. Bridget Ryan, Councillor
4. Cathy Aylard, Councillor
5. Cathy Sweeney, EM Assistant
6. Chris Beveridge, WDGPH
7. Chris Vernon, Communications
8. DeeEnna Dukes, Parks and Rec
9. Heather Wickenheiser, EM Coordinator North
10. Hurania Melgar, Emergency Manager/CEMC
11. Jim Sawkins, Fire Chief/CAO
12. Joe Forte, CBO
13. John Brennan, Councillor
14. Justin Grainger, Legislative & Licensing Coordinator
15. Karen Medeiros, OPP
16. Khalid Rahmon, Project Manager
17. Michael Dehn, Mayor
18. Michelle Basra, Executive Assistant
19. Nathan Latulippe, EM Coordinator South
20. Paul Keeler, Infrastructure
21. Scott Bates, Deputy Fire Chief
22. Simon Wang, IT
23. Stephen Dewer, WDPS
24. Wendy Parr, Finance

1. Adoption of minutes

Moved: Jim Sawkins

Seconded: Michael Dehn

Motion that the minutes of February 27, 2023, are approved as circulated. **Carried**

2. Business arising from minutes

- a. **Fire Safety Plans:** Working with County departments involved to update pending plans.
- b. **Virtual EOC Software:** CEMC advised that using teams is not in the future plans but hope to have a chat feature as a part of the new EOC software coming in Fall of 2024.



- c. **EM Website:** The County is updating the whole website including the Emergency Management pages, this will launch in May 2024. Will be more user friendly.

3. **2024 Essential Maintenance Work Plan**

Committee review essential level work plan chart shared from presentation. No questions or concerns were noted.

4. **2024 Enhanced Project Timeline**

Committee reviewed the enhanced project timeline. Aiming for at least 20 in person events this year, would like to have at least 2 per municipality. No additional questions or concerns noted.

5. **Dashboard Review**

The committee reviewed the dashboard by individual item number as follows:

- (6) **Flood Plan for Erin:** Plan is being reviewed and updated based on recommendations from the 2023 exercise.
- (16) **Revised flood plans in both EOC's:** Once item #6 is complete, maps will be printed and placed in EOC's.
- (20) **COP training:** Working with County GIS team to complete, training will be held 2025.
- (23) **IMS position vests:** Other member municipalities are uninterested in purchasing. Supplier list forwarded to Fire Chief for reference. Move to complete.
- (24) **COP hardcopy maps:** Awaiting list of water reservoirs from Fire Chief.
- (27) **Hillsburgh Fire Station move for ALT EOC:** Complete 3/7/23 new location is all set up. Move to complete.
- (29) **Add flooding to HIRA:** Flood add, has hazard rating of 33 and #12 on list due to low likelihood. Move to complete.
- (30) **Fire Chief ability to train EM 200 in house staff:** EMC-S has confirmed that in house staff training is allowed. Move to complete.
- (31) **Pub Ed messaging for digital signs at fire halls:** EMC-S to work with township staff for messaging, quantity and timing of messages.
- (32) **EOC binders from 7 to 4:** EMC-S has updated 3/16/23. Move to complete.
- (33) **New notification list:** New format has been created and being used. Move to complete.
- (34) **Sandbag supply/County support:** County roads dept has limited amount of filled bags at Central garage with 2-3 hrs delivery window. Additional availability with a local supplier of filled bags with 3-4 delivery window for emergencies. Move to complete.



(35) Private Dam owners ERP: Committee agrees that copies of these documents are needed. Could possibly achieve access thru outreach program, mailer, or open house.

(36) Evacuation signage standard practice: EM team is working with all Fire departments for information. This will be addressed in the shelter support plan currently being developed. When complete it will be shared with all MM.

(37) Flood Campaign: From 2023 Exercise, discussion to educate residents and newcomers could be achieved via open house, or tax insert with Chris V. County will be updating the flood guide.

(38) More descriptive roles and responsibilities for flood event: We are doing this in the flood plan. Create cheat sheets in binders of roles and responsibilities. Discussion on ice jams in surrounding areas and how this could affect Erin residents downstream regarding notifications process, also to be included in the flood plan.

(39) CVC Flood gage information lag : Lag time for receiving information from actual monitoring sites to CVC offices is roughly 45 minutes.

Discussion:

- Is there a way that those residents with private dams can relay information to reduce lag?
- Could a resident monitoring program be effective?
- Ideas mentioned on possible ways to make a monitoring program work; through an open house, info handouts etc.
- An invitation to CVC to participate should be sent.

ACTION: EMC-S to work with Fire Chief to arrange date/time/attendance for open house during EP week.

(40) Clarification on Acceptable materials at County waste facilities: Sites have a list of acceptable materials. Concerns of no transfer site close by, Belwood is closest.

ACTION: EMC-S will talk to SWS re opportunity.

No further questions or comments.

6. HIRA 2022 Review and Approval

The 5-year cycle full plan HIRA review allows for a scientific and research based HIRA's increasing accountability, resiliency and providing a better foundation for each EM programme. The Town of Erin will have its full review in 2024. Committee through discussion made suggestions and would like an investigation of the following:

- large public event, fall fair, highland games, large protest, lots of animals on site at fair, water quality, storm water management, cyber-attack, power outages, communications services.
- Committee advised EM that a plan is being done for the new WWW plant.



No further questions or comments.

7. Emergency Response Plan Review

- a. **County of Wellington ERP version 2020.02.:** No updates, or questions from the committee regarding the existing
- b. **Flood Plan:** The Committee would like to see clarity of language in section 13. Much growth is coming to area. Sharing of information that others are working on. Add annually, add specific language that Communications will be shared on website, socials etc. Appendix A (list of addresses) pulled from COP map, however for contacting, Fire advised they would go to tax department for current resident information. Appendix A, Add Hillsburgh.

ACTION: EMA to send invite to Khalid R. for winter weather and water wastewater meetings.

ACTION: EMC-S continue work on flood plan and addition of specific language and clarify with Fire Chief if Appendix A is to remain with the addition of Hillsburgh or remove.

ACTION: Fire Chief to fine tune open house with multiple stations/services.

8. Critical Infrastructure (CI) Review

All CI is now maintained utilizing the COP. CI data is undergoing an overhaul and will be updated over the next year. The overhaul will ensure that all information such as location, contact information, pictures, etc. is up to date and in a viewable format. All updates should be forwarded to the EMC-S (nathanla@wellington.ca). No other questions or concerns from committee noted.

ACTION: EMC-S CI Updates provided today, verify Family Health Team, remove Jamie Adams.

9. Alert Ready

Ontario testing schedule for 2024 will continue to be pushed out through television, radio, and mobile phones. The testing dates are as follows:

Wednesday May 8th, 2024- 12:55pm EST

Wednesday November 20th, 2024- 12:55pm EST

Question: Does geofencing with Alert ready exist? CEMC, yes, it is available.

10. Updated Training Plan

Committee reviewed training courses updated in the Training Plan and the dates of the courses. Fire Chief would like to run inhouse training but needs to confirm he can get on EMO training portal first. Only updates to the plan are included below (a-e).

- a. **EM 240 Note Taking- NEW**
Provides knowledge on the best practices of note taking for the MECCG members.
- b. **Shelter Management Course- NEW**



Provides the necessary knowledge and skills to effectively manage emergency shelters, for shelter managers and other identified staff.

- c. **Flood Coordinators Training**
Annual Training provided by the GRCA.
- d. **Critical Incident Stress Management**
EM will coordinate the course, upon request.
- e. **eICS Software Training**
Exclusively being used for notification of MECG's during exercises/real incidents.

Training dates: Invites will be sent out to those that are missing the courses shortly.

- f. **EM 200 Course (BEM)** -in person, 2 days
 - April 22-23, 2024
- g. **IMS 200 Course** -in person, 2 days
 - March 21-22, 2024
 - November 7-8, 2024
- h. **EM 240 Course (Note Taking)** -in person, half day
 - April 16, 2024
 - September 6, 2024
- i. **IMS In House Training**
 - EM will be recording virtual training and sharing it with the MECG.
- j. **In House Shelter Management Course**
 - TBA, course is currently being created. The plan for the course is that there will be two parts, the first part will be in a classroom and the second would be in person at the designated shelter.

11. Public Education Plan

The Emergency Management Civil Protection Act states “the emergency management programme shall consist of, (c) public education on risks to public safety and on public preparedness for emergencies.”

The Emergency Management Public Education Programme aims to equip individuals and communities with the knowledge, skills, and resources necessary to effectively respond to emergencies and mitigate potential risks. Through education, training, and collaboration, the programme will create resilient and prepared communities capable of handling a wide range of emergency situations.

The EM team will continue our “Do one thing” theme. There will be a focus on topic each month that our public education programme will focus on; however, if there is something occurring in the County additional messages will be put out.

Public Education we will be doing in 2024:



- Wellington Advertiser Ads (Monthly)
- Social Media posts (4x/month)
- Radio Ads (Monthly on The Ranch & the River)
- Collaborate with schools
- Distribute material to local businesses, municipalities and County libraries like:
 - word searches
 - pencils
 - 72-hour kit and pet kit bookmarks
 - 72-hour guides
 - tattoos
 - stickers
 - emergency document holders
 - Be Better Prepared Guides
 - emergency information magnets
 - reflective key chain lights
 - Band-Aids with holder

And more, please reach out if you're interested in certain items.

- May Emergency Preparedness Week May 5-11
- Attend various community events, provide materials, supporting member municipalities
- Events we will be attending in 2024 can be found on our website:

Group discussion was had about resources for new residents. Is there a flyer available? Perhaps premade packages. Has EM ever considered doing short videos? Yes, EM has an existing short video accessible via our website wellington.ca/emergency.

ACTION: EMC-S will contact key organizers for the Erin fall Fair, Hillsburgh family fun day and Earth Day.

12. 2024 Exercise

Committee decided late September early October time frame. Need to confirm with Chief Sawkins. Questions from committee:

- Possibility of combining G/E and Erin but working out of their respective EOC's.
- What relationships are there with neighboring municipalities? EM does not have any formal agreements or specific plans in place, but all the CEMC's do liaison with each other.
- Liked the idea of stepping up complication each year of 3 yr plan for exercises.
- Interested in a large scale exercise.
- Is there a training opportunity that relates to population growth/development?
Answer: The MECG likely would not be involved unless emergency services capacity/capabilities are exhausted.
- Would like to see the following injects taken in to account for exercise, fire, freezing rain, gas leaks, wind events.



13. Notification List Review

There has been a large amount of staff change over. Chief Sawkins provided changes required to EMA.

ACTION: EMA will update Notification list and distribute as necessary.

14. New Business

- a. **Final COVID-19 After Action Report:** CEMC to reach out to County-wide Joint EOC group and the internal County MECG for feedback. Upon completion, all MECG members will receive the After Action Report (AAR).
- b. **BIA SOP:** Group was informed that the BIA SOP was approved by Council and is currently being finalized. Currently awaiting final translations for templates before being finalized.

ACTION: Once complete, the BIA SOP will be shared with all Member Municipality's MECG's.

Question: Messaging around boil water: English yes, French, not at this time.

- c. **Canadian Centre for Cyber Security (CCCS) Offer:** County IT department has free services from the CCCS.
 - They offer:
 - weekly notifications.
 - privileged alerts and information from them with intelligence.
 - can set up regular scans outside IP's for issues.
 - offer free self assessments of your security posture and other tools and resources.
 - Free assessments for municipal systems.
 - Main government page: <https://www.cyber.gc.ca/en/government-institutions>.
 - General all purpose of what they offer: <https://www.cyber.gc.ca/en>.
 - Free presentations are available if interested.
- d. **Finalized EOC Forms Review:** All forms were reviewed, no questions or concerns from committee members.

15. Information and Correspondence

Questions:

16. Adjournment

Meeting was adjourned at 11:35 am

Meeting secretary: Cathy Sweeney, EM Assistant



Town of Erin

Corporate Report

Department: Corporate Services	Report Number: F2024-26
Business Unit: Finance	Meeting Date: 11/14/2024
Presented/ Prepared By: Wendy Parr, Director of Finance & Treasurer	

Subject

Draft 2023 Financial Statements

Recommendation

That Council receives report number F2024-26 “Draft 2023 Financial Statements” for information;

And that Council approves the Draft Financial Statements ending December 31, 2023;

And that Council directs staff to circulate and post copies of the 2023 Financial Statements as required by the Municipal Act, 2001.

Background

Municipalities in Ontario are required each year, pursuant to section 294.1 of the Municipal Act, 2001, to prepare annual financial statements in accordance with generally accepted accounting principles. The Town’s appointed auditors, RLB Canada LLP have completed the audit of the 2023 accounts and transactions and drafted the 2023 Financial Statements.

Upon Council approval of the Financial Statements, the 2023 Financial Information Return (FIR) will be filed electronically with the Ministry of Municipal Affairs & Housing. This is an important component to receive annual Federal and Provincial grants such as the 2025 grant of \$640,500 from the Ontario Municipal Partnership Fund (OMPF) program, an increase of \$37,800 over 2024, and the 2025 grant of \$392,379 from the Canada Community Building Fund (CCBF), an increase of \$15,695 over 2024. The Town is also expected to receive an additional \$5,752 in November 2024 from CCBF Surplus Administration Funds.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

If Council does not approve the Draft 2023 Financial Statements, the Town would not comply with filing the 2023 Financial Information Return (FIR) and will jeopardize receiving the OMPF and CCBF Federal Grant.

Conclusion

That Council approves the Draft 2023 Financial Statements to comply with legislation and that staff circulate copies and post on the Town of Erin website.

Attachments

Appendix A – Draft 2023 Financial Statements

Wendy Parr

Director of Finance & Treasurer

Rob Adams

Chief Administrative Officer

**THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023**

DRAFT

THE CORPORATION OF THE TOWN OF ERIN
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YEAR ENDED DECEMBER 31, 2023

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Town of Erin

Opinion

We have audited the accompanying consolidated financial statements of The Corporation of the Town of Erin, which comprise the consolidated statement of financial position as at December 31, 2023 and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, these consolidated financial statements present fairly, in all material respects, the consolidated financial position of The Corporation of the Town of Erin as at December 31, 2023 and the consolidated results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of The Corporation of the Town of Erin in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the corporation's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the corporation's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the corporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the corporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the corporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Guelph, Ontario

Chartered Professional Accountants
Licensed Public Accountants

THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2023

	2023	2022
FINANCIAL ASSETS		
Cash	\$ 31,592,969	\$ 26,851,658
Portfolio investments	7,691,065	7,319,951
Taxes receivable	5,440,914	3,871,018
Trade and other receivables	4,938,756	2,908,232
Post-employment benefits	0	11,375
Long-term receivables	<u>61,319</u>	<u>68,113</u>
	<u>49,725,023</u>	<u>41,030,347</u>
LIABILITIES		
Accounts payable and accrued liabilities	9,824,979	5,435,189
Deferred revenue (schedule 3)	29,143,799	24,396,022
Long term debt (note 2)	<u>2,323,856</u>	<u>2,630,831</u>
	<u>41,292,634</u>	<u>32,462,042</u>
NET FINANCIAL ASSETS (page 7)	<u>8,432,389</u>	<u>8,568,305</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (schedule 2)	154,121,701	79,029,064
Prepaid expenses	<u>92,419</u>	<u>54,952</u>
	<u>154,214,120</u>	<u>79,084,016</u>
ACCUMULATED SURPLUS (schedule 4)	<u>\$ 162,646,509</u>	<u>\$ 87,652,321</u>

THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED STATEMENT OF OPERATIONS
AS AT DECEMBER 31, 2023

	2023 Budget (note 4)	2023 Actual	2022 Actual
REVENUE (schedule 1)			
Taxation	\$ 8,379,456	\$ 8,443,660	\$ 8,059,586
Fees and user charges	2,294,613	2,274,309	1,950,351
Grants (note 10)	2,063,575	1,698,683	1,575,458
Other income (note 5)	<u>38,907,915</u>	<u>77,006,169</u>	<u>27,910,843</u>
	<u>51,645,559</u>	<u>89,422,821</u>	<u>39,496,238</u>
EXPENSES (schedule 1)			
General government	2,720,543	2,620,464	2,622,969
Protection services	2,340,629	2,737,072	2,130,067
Transportation services	4,752,864	4,766,199	4,479,154
Environmental services	1,384,335	1,757,553	1,835,269
Health services	10,000	3,320	4,873
Recreation services	1,644,077	1,908,823	1,392,626
	<u>871,473</u>	<u>635,202</u>	<u>844,490</u>
	<u>13,723,921</u>	<u>14,428,633</u>	<u>13,309,448</u>
ANNUAL SURPLUS	<u>\$ 37,921,638</u>	74,994,188	26,186,790
ACCUMULATED SURPLUS at beginning of year		<u>87,652,321</u>	<u>61,465,531</u>
ACCUMULATED SURPLUS at end of year		<u>\$ 162,646,509</u>	<u>\$ 87,652,321</u>

THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
AS AT DECEMBER 31, 2023

	2023 Budget (note 4)	2023 Actual	2022 Actual
Annual surplus	\$ 37,921,638	\$ 74,994,188	\$ 26,186,790
Acquisition of tangible capital assets	(39,561,383)	(77,698,286)	(28,337,887)
Amortization of tangible capital assets	2,515,512	2,556,502	2,515,512
Gain on disposal of tangible capital assets	0	(54,853)	(17,697)
Proceeds on sale of tangible capital assets	0	104,000	28,860
	<u>(37,045,871)</u>	<u>(75,092,637)</u>	<u>(25,811,212)</u>
Addition of prepaid expenses	0	(37,467)	(12,770)
INCREASE IN NET FINANCIAL ASSETS	<u>\$ 875,767</u>	(135,916)	362,808
NET FINANCIAL ASSETS at beginning of year		<u>8,568,305</u>	<u>8,205,497</u>
NET FINANCIAL ASSETS at end of year		<u>\$ 8,432,389</u>	<u>\$ 8,568,305</u>

THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED STATEMENT OF CASH FLOWS
AS AT DECEMBER 31, 2023

	2023	2022
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Annual surplus	\$ 74,994,188	\$ 26,186,790
Items not requiring an outlay of cash		
Amortization of tangible capital assets	2,556,502	2,515,512
Gain on disposal of tangible capital assets	(54,853)	(17,697)
Change in post-employment benefits	11,375	894
	<u>77,507,212</u>	<u>28,685,499</u>
Net changes in non-cash working capital		
Taxes receivable	(1,569,896)	(784,151)
Trade and other receivables	(2,030,524)	(1,150,759)
Accounts payable and accrued liabilities	4,389,790	3,305,430
Prepaid expenses	(37,467)	(12,770)
Deferred revenue	4,747,777	(753,916)
	<u>5,499,680</u>	<u>603,834</u>
	<u>83,006,892</u>	<u>29,289,333</u>
CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(77,698,286)	(28,337,887)
Proceeds on sale of tangible capital assets	104,000	28,860
	<u>(77,594,286)</u>	<u>(28,309,027)</u>
CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES		
Long term debt	(306,975)	(301,037)
Repayment of temporary borrowings	0	(1,500,000)
	<u>(306,975)</u>	<u>(1,801,037)</u>
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		
Acquisition of investments	(371,114)	(233,206)
Repayment (advance) of long-term receivables	6,794	(50,000)
	<u>(364,320)</u>	<u>(283,206)</u>
NET (DECREASE) INCREASE IN CASH	4,741,311	(1,103,937)
CASH, beginning of year	<u>26,851,658</u>	<u>27,955,595</u>
CASH, end of year	<u>\$ 31,592,969</u>	<u>\$ 26,851,658</u>
CASH comprised of the following:		
Unrestricted cash	\$ 11,490,278	\$ 2,324,494
Restricted cash	<u>20,102,691</u>	<u>24,527,164</u>
	<u>\$ 31,592,969</u>	<u>\$ 26,851,658</u>

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of The Corporation of the Town of Erin are prepared in accordance with Canadian public sector accounting standards as established by the Public Sector Accounting Board of Chartered Professional Accountants of Canada as prescribed by the Ministry of Municipal Affairs and Housing.

The management of the Corporation of the Town of Erin has prepared and is responsible for the integrity, objectivity and accuracy of the financial information. The Council reviews and approves the financial information.

(a) **BASIS OF CONSOLIDATION**

(i) These consolidated financial statements reflect the assets, liabilities, revenues and expenses of all municipal organizations, and boards which are owned or controlled by Council. All interfund assets, liabilities, revenues and expenses have been eliminated upon consolidation. The following boards are controlled by Council and have been consolidated:

- (a) Town of Erin Business Improvement Area
- (b) Ballinafad Community Centre

(ii) The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Wellington are not reflected in the municipal fund balances of these financial statements.

(iii) Trust funds and their related operations administered by the municipality are not consolidated, but are reported separately on the Trust Funds' Statement of Continuity and Statement of Financial Position.

(b) **BASIS OF ACCOUNTING**

Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(c) **POST-EMPLOYMENT BENEFITS**

The contributions to the Ontario Municipal Employers Retirement System ("OMERS"), a multi-employer defined benefit plan are expensed when contributions are due. The municipality provides post-employment health, dental, and life insurance benefits to eligible retired employees. The costs of the defined pension benefits that accumulate over the period of service provided by employees are actuarially determined using the projected benefit method prorated on services based on management's best estimate of retirement ages, inflation rates, investment returns, interest rates, wage and salary escalation, insurance and health care costs trends, employee turnover and mortality.

(d) **INTANGIBLE ASSETS**

Intangible assets, art and historic treasures, and items inherited by right of the Crown, such as Crown lands, forests, water, and mineral resources, are not recognized in these financial statements.

**THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) FINANCIAL INSTRUMENTS

The municipality initially measures its financial assets and liabilities at fair value. The municipality subsequently measures all its financial assets and financial liabilities at amortized cost.

Impairment

For financial assets measured at cost or amortized cost, the company determines whether there are indications of possible impairment. When there are, and the municipality determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in income. If the indicators of impairment have decreased or no longer exist, the previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may be no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in income.

Transaction costs

Transaction costs attributable to financial instruments subsequently measured at fair value are recognized in income in the period incurred. Transaction costs related to financial instruments originated or exchanged in an arm's length transaction that are subsequently measured at cost or amortized cost are recognized in the original cost of the instrument. When the instrument is measured at amortized cost, transaction costs are recognized in income over the life of the instrument using the straight-line method.

(f) REVENUE RECOGNITION

Assessments and the related property taxes are subject to appeal. Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions such as reassessments, due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts. The Town is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period the interest and penalties are levied.

Fees and user charges are recognized when the related service is provided. Other income is recorded upon sale of goods or provision of services when collection is reasonably assured. Investment income earned on surplus funds (other than obligatory reserve funds) are reported in the period earned. Investment income earned on obligatory reserve funds is added to the fund balance and forms part of the respective deferred revenue balances. Revenue restricted by legislation, regulation, or agreement and not available for general municipal purposes is reported as deferred revenue on the consolidated statement of financial position when received. The revenue is reported on the consolidated statement of operations and accumulated surplus in the year in which it is used for the specified purpose.

**THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) REVENUE RECOGNITION (continued)

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

(g) NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over their estimated useful life as follows:

Land improvements	15 years
Buildings	40 years
Vehicles	10 to 20 years
Furniture and equipment	5 to 20 years
Roads	20 to 40 years
Bridges and infrastructure	40 to 75 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date received and also are recorded as revenue.

(h) USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the year. Significant areas requiring management's estimates include accrued liabilities and the estimated useful life of tangible capital assets. Actual results could differ from those estimates.

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

2. LONG TERM DEBT

The balance of long term debt on the Consolidated Statement of Financial Position is made up of the following:

	2023	2022
Tile drain loan payable, 6%, repayable in blended annual payments of \$6,793, due March 2032	\$ 43,207	\$ 50,000
Canada Mortgage and Housing Corporation, interest rate of 3.99%, repayable in blended payments of \$25,765, due November 2024	24,937	48,763
Ontario Infrastructure and Lands Corporation debenture, interest rate of 3.86%, repayable in semi-annual payments of \$10,178 plus interest, due October 2025	40,712	61,068
County of Wellington debenture, interest at variable rates from 1.05% to 2.44%, repayable in variable annual payments, due March 2032	823,000	907,000
County of Wellington debenture, interest at variable rates from 1.15% to 2.45%, repayable in variable annual installments, due November 2026	82,000	108,000
County of Wellington debenture, interest at variable rates from 1.15% to 3.20%, repayable in variable annual installments, due November 2036	881,000	938,000
County of Wellington debenture, interest at variable rates from 1.15% to 3.20%, repayable in variable annual installments, due November 2036	189,000	201,000
County of Wellington debenture, interest at variable rates from 1.15% to 2.45%, repayable in variable annual installments, due November 2026	<u>240,000</u>	<u>317,000</u>
	<u>\$ 2,323,856</u>	<u>\$ 2,630,831</u>

Future minimum payments on long term obligations are as follows:

2024	\$ 310,320
2025	289,618
2026	276,518
2027	168,789
2028	173,076
Thereafter	<u>1,105,535</u>
	<u>\$ 2,323,856</u>

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

3. POST-EMPLOYMENT BENEFITS

The Town of Erin sponsors a defined benefit plan for retirement benefits other than pensions to substantially all employees. The plan provides extended health care, dental and life insurance benefits to employees to a maximum of age 65.

Actuarial valuations for accounting purposes are performed using the projected benefit method, pro-rated on services. The most recent actuarial report was prepared as at December 31, 2021.

During the course of the actuarial valuation, management clarified that retiree benefits were eliminated in 2016 for all active employees. There are no (2022 - 4) remaining retirees on benefits who will retain the retiree benefits until age 65. The impact of this plan change resulted in a negative plan amendment cost at December 31, 2018. The negative plan amendment cost is amortized over 2 years, resulting in a post-employment benefit asset.

The post-employment benefit asset include the following components:

	2023	2022
Unamortized actuarial losses	<u>0</u>	<u>(11,375)</u>
Post-employment liability (asset)	<u>\$ 0</u>	<u>\$ (11,375)</u>

The actuarial valuation was based on a number of assumptions about future events, such as inflation rates, medical inflation rates, wage increases, employee turnover and mortality rates. The assumptions used reflect management's best estimates. The post-employment benefit liability was determined using a discount rate of 2.75%. For extended health care costs, a 5.75% annual rate of increase was assumed for 2022, reducing 0.33% per year to an ultimate rate of increase of 3.75% per year in 2028. For dental costs, a 3.75% annual rate of increase was assumed. The total expenses related to retirement benefits other than pensions include the following components:

	2023	2022
Current period benefit cost	\$ 0	\$ 0
Amortization of actuarial loss	<u>11,375</u>	<u>4,732</u>
Retirement benefit expense	11,375	4,732
Total expense for the year	<u>\$ 11,375</u>	<u>\$ 4,732</u>

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

4. BUDGET

The budget figures are presented for comparison purposes as prepared and approved by Council, reclassified to conform to the current financial statement presentation. The budgeted figures are prepared on a cash basis of accounting and have been restated to conform to the accrual basis of accounting on which the actual figures are reported and in accordance with Public Sector Accounting Standards. The following chart reconciles the approved budget the budgeted figures presented in these consolidated financial statements:

	2023 Budget	2023 Actual	2022 Actual
Annual surplus	\$ 37,921,638	\$ 74,994,188	\$ 26,186,790
Amortization	2,515,512	2,556,502	2,515,512
Change in unfunded liabilities	<u>0</u>	<u>11,375</u>	<u>894</u>
	40,437,150	77,562,065	28,703,196
Prior year general surplus	0	(1,751,082)	124,982
Net transfers (to) from reserves and reserve funds	(412,631)	90,899	(401,499)
Tangible capital additions and disposals	(39,561,383)	(77,649,139)	(28,326,724)
Debt principal repayments	<u>(463,136)</u>	<u>(300,182)</u>	<u>(1,851,037)</u>
General (deficit) surplus	\$ <u>0</u>	\$ <u>(2,047,439)</u>	\$ <u>(1,751,082)</u>

5. OTHER INCOME

	2023 Budget	2023 Actual	2022 Actual
Penalties and interest on taxation	\$ 420,000	\$ 432,167	\$ 401,014
Other penalties and interest	21,218	15,018	8,451
Licenses, permits and rents	386,833	615,414	424,894
Investment income	46,000	275,496	213,754
Recreational land (schedule 3)	0	40,661	224,885
Donations	5,100	4,700	41,745
Provincial aggregates levy	160,000	158,931	164,400
Development charges (schedule 3)	37,202,777	75,326,282	26,323,677
Gain on disposal of tangible capital assets	0	54,853	17,697
Other	<u>665,987</u>	<u>82,647</u>	<u>90,326</u>
	\$ <u>38,907,915</u>	\$ <u>77,006,169</u>	\$ <u>27,910,843</u>

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

6. PENSION AGREEMENTS

The Town of Erin makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of 52 (2022 - 40) members of its staff of the Town of Erin. This plan is a defined benefit plan which specifies the amount of the retirement to be received by the employees based on the length of service and rates of pay. Employees and employers contribute jointly to the plan. The employer amount contributed to OMERS for 2023 by the Town of Erin was \$298,780 (2022 - \$248,362). The contribution rate is 9.0% to 15.8% depending on age and income level.

OMERS is a multi-employer plan, therefore any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Town of Erin does not recognize any share of the OMERS pension surplus or deficit. The last available report for the OMERS plan was December 31, 2023. At that time the plan reported a \$4.2 billion actuarial deficit (2022 - \$6.7 billion), based on accrued pension obligations of \$134.6 billion (2022 - \$128.8 billion) and net assets available for benefits of \$128.8 billion (2022 - \$124.4 billion). Ongoing adequacy of the current contribution rates will need to be monitored as the fluctuations in the financial markets may lead to increased future funding requirements.

7. FINANCIAL INSTRUMENTS

It is management's opinion that the municipality is not exposed to significant interest, credit, currency, liquidity, or other price risks arising from its financial instruments. The extent of the municipality's exposure to these risks did not change in 2023 compared to the previous period. The municipality does not have a significant exposure to any individual customer or counterpart.

8. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF WELLINGTON

During the year, the following taxation revenue was raised and remitted to the school boards and the County of Wellington:

	2023	2022
School boards	\$ 4,932,211	\$ 4,703,031
County of Wellington	<u>17,353,871</u>	<u>16,287,716</u>
	<u>\$ 22,286,082</u>	<u>\$ 20,990,747</u>

9. TRUST FUNDS

At December 31, the trust fund balances are as follows:

	2023	2022
Dufferin Pit	\$ 25,986	\$ 25,294
Glenellen Well Program	<u>76,669</u>	<u>74,627</u>
	<u>\$ 102,655</u>	<u>\$ 99,921</u>

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

10. GRANTS

	2023	2022
OPERATING		
Government of Canada	\$ 0	\$ 5,882
Province of Ontario	600,094	617,620
Other municipalities	<u>36,962</u>	<u>69,074</u>
	<u>637,056</u>	<u>692,576</u>
CAPITAL		
Government of Canada	880,779	734,932
Province of Ontario	<u>180,848</u>	<u>147,950</u>
	<u>1,061,627</u>	<u>882,882</u>
	<u>\$ 1,698,683</u>	<u>\$ 1,575,458</u>

11. CONTINGENT LIABILITIES

Various lawsuits have been filed against the municipality for incidents which arose in the ordinary course of operations such as the tender process and protections to persons and property. In the opinion of management, the outcome of the lawsuits, now pending, will either be covered by insurance, or, if not so covered, the extent of the adverse affect on the consolidated position of the municipality cannot be determined. A liability will be recognized when there is evidence that a liability exists at the financial statement date.

12. SEGMENTED INFORMATION

The Corporation of the Town of Erin is a diversified municipal government institution that provides a wide range of services to its citizens such as fire, water, recreational, and planning. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

Recreational and Cultural Services

This service area provides services meant to improve the health and development of the municipality's citizens. The municipality operates and maintains parks and arenas. The municipality also provides recreational programs.

Environmental

Environmental services consists of providing the municipality's drinking water. They ensure the municipality's water system meets all Provincial standards.

Health

The municipality provides cemetery services including cemetery maintenance and care.

Planning and Development

This department is responsible for planning and zoning including the Official plan. This service area also includes tourist information and promotion, business improvement area, weed control, and drainage.

THE CORPORATION OF THE TOWN OF ERIN
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

12. SEGMENTED INFORMATION (continued)

Protection to Persons and Property

Protection is comprised of fire protection, conservation authority, emergency measures, animal control and building and structural inspection. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers. The building department provides a number of services including maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Transportation

Transportation is responsible for construction and maintenance of the municipality's roadways, bridges, parking areas and streetlighting.

General Government

This item related to the revenues and expenses that relate to the governance and operations of the municipality itself and cannot be directly attributed to a specific segment. The accounting policies of the segments are the same as those described in the summary of significant accounting policies. Amounts that are directly attributable to a number of segment have been allocated on a reasonable basis as follows:

Taxation and payments-in-lieu

Allocated to those segments that are funded by these amounts based on the budget for the year.

OMPF Grants

Allocated to segments based on the budget for the year.

THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED SCHEDULE OF SEGMENTED DISCLOSURE
FOR THE YEAR ENDED DECEMBER 31, 2023

Schedule 1

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Recreation Services	Planning and Development	2023	2022
REVENUE									
Taxation	\$ 2,424,821	\$ 1,729,436	\$ 2,592,431	\$ 109,155	\$ 7,869	\$ 1,147,069	\$ 432,879	\$ 8,443,660	\$ 8,059,586
Fees and user charges	(159,710)	514,344	7,706	1,125,410	0	555,734	230,825	2,274,309	1,950,351
Grants	36,256	0	1,005,053	0	0	56,574	0	1,097,883	980,659
OMPF grant	172,536	123,056	184,462	7,767	559	81,619	30,801	600,800	594,799
Other income	348,990	864,846	653,270	74,894,264	660	207,655	36,484	77,006,169	27,910,843
	<u>2,822,893</u>	<u>3,231,682</u>	<u>4,442,922</u>	<u>76,136,596</u>	<u>9,088</u>	<u>2,048,651</u>	<u>730,989</u>	<u>89,422,821</u>	<u>39,496,238</u>
EXPENSES									
Salaries and benefits	1,615,114	1,131,661	949,088	130,146	0	768,955	423,424	5,018,388	4,455,762
Interest on long term debt	0	29,880	32,595	0	0	0	0	62,475	87,258
Materials	565,800	800,174	2,151,488	1,029,763	3,320	888,896	159,312	5,598,753	5,162,044
Contracted services	410,257	532,200	0	196,098	0	0	52,466	1,191,021	1,087,048
Rents and financial expenses	298	459	0	0	0	737	0	1,494	1,824
Amortization	28,995	242,698	1,633,028	401,546	0	250,235	0	2,556,502	2,515,512
	<u>2,620,464</u>	<u>2,737,072</u>	<u>4,766,199</u>	<u>1,757,553</u>	<u>3,320</u>	<u>1,908,823</u>	<u>635,202</u>	<u>14,428,633</u>	<u>13,309,448</u>
	<u>\$ 202,429</u>	<u>\$ 494,610</u>	<u>\$ (323,277)</u>	<u>\$ 74,379,043</u>	<u>\$ 5,768</u>	<u>\$ 139,828</u>	<u>\$ 95,787</u>	<u>\$ 74,994,188</u>	<u>\$26,186,790</u>

See notes to the consolidated financial statements

THE CORPORATION OF THE TOWN OF ERIN
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2023

Schedule 2

	Land and land improvements	Buildings	Vehicles	Roads	Furniture and equipment	Bridges and infrastructure	Assets under construction	2023	2022
COST									
Balance, beginning of year	\$ 9,536,369	\$ 16,122,357	\$ 7,236,141	\$ 45,638,027	\$ 3,348,218	\$ 21,531,005	\$ 30,519,140	\$133,931,257	\$105,772,661
Additions during the year	54,476	23,359	1,037,236	21,573	415,332	49,995	76,096,315	77,698,286	28,337,887
Disposals during the year	<u>0</u>	<u>0</u>	<u>(842,398)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(842,398)</u>	<u>(179,291)</u>
Balance, end of year	<u>9,590,845</u>	<u>16,145,716</u>	<u>7,430,979</u>	<u>45,659,600</u>	<u>3,763,550</u>	<u>21,581,000</u>	<u>106,615,455</u>	<u>210,787,145</u>	<u>133,931,257</u>
ACCUMULATED AMORTIZATION									
Balance, beginning of year	1,904,537	9,638,878	4,364,502	29,653,835	1,913,197	7,427,244	0	54,902,193	52,554,809
Amortization	163,578	324,021	382,679	1,054,346	224,870	407,008	0	2,556,502	2,515,512
Accumulated amortization on disposals	<u>0</u>	<u>0</u>	<u>(793,251)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(793,251)</u>	<u>(168,128)</u>
Balance, end of year	<u>2,068,115</u>	<u>9,962,899</u>	<u>3,953,930</u>	<u>30,708,181</u>	<u>2,138,067</u>	<u>7,834,252</u>	<u>0</u>	<u>56,665,444</u>	<u>54,902,193</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS									
	<u>\$ 7,522,730</u>	<u>\$ 6,182,817</u>	<u>\$ 3,477,049</u>	<u>\$ 14,951,419</u>	<u>\$ 1,625,483</u>	<u>\$ 13,746,748</u>	<u>\$106,615,455</u>	<u>\$154,121,701</u>	<u>\$ 79,029,064</u>

See notes to the consolidated financial statements

THE CORPORATION OF THE TOWN OF ERIN
 CONSOLIDATED SCHEDULE OF DEFERRED REVENUE
 FOR THE YEAR ENDED DECEMBER 31, 2023

Schedule 3

	Dec. 31, 2022	Contributions Received	Investment Income	Revenue Recognized	Dec. 31, 2023
OBLIGATORY RESERVE FUNDS					
Development charges	\$ 1,712,678	\$ 989,374	\$ 112,196	\$ (535,954)	\$ 2,278,294
Developer contributions -					
Wastewater plant	19,225,393	77,555,465	1,264,427	(74,790,328)	23,254,957
Federal gas tax	1,635,364	378,563	131,904	(880,779)	1,265,052
Recreational land	1,137,184	98,750	91,722	(40,661)	1,286,995
	<u>23,710,619</u>	<u>79,022,152</u>	<u>1,600,249</u>	<u>(76,247,722)</u>	<u>28,085,298</u>
OTHER					
Drainage levy	17,842	1,439	0	0	19,281
OCIF formula grant	667,561	466,263	29,670	(124,274)	1,039,220
	<u>685,403</u>	<u>467,702</u>	<u>29,670</u>	<u>(124,274)</u>	<u>1,058,501</u>
	<u>\$ 24,396,022</u>	<u>\$ 79,489,854</u>	<u>\$ 1,629,919</u>	<u>\$ (76,371,996)</u>	<u>\$ 29,143,799</u>

THE CORPORATION OF THE TOWN OF ERIN
 CONSOLIDATED SCHEDULE OF ACCUMULATED SURPLUS
 FOR THE YEAR ENDED DECEMBER 31, 2023

Schedule 4

	2023	2022
SURPLUSES		
Invested in tangible capital assets	\$ 154,121,701	\$ 79,029,064
Capital assets financed by long-term liabilities and to be funded in future years	<u>(2,280,649)</u>	<u>(2,580,831)</u>
	151,841,052	76,448,233
Business Improvement Area	(7,909)	(7,909)
Ballinacorney Recreation Centre	13,650	13,650
Funded post-employment benefits	0	11,375
General (deficit) surplus	<u>(2,047,439)</u>	<u>(1,751,082)</u>
	<u>149,799,354</u>	<u>74,714,267</u>
RESERVES		
Working funds	1,237,399	1,591,540
Insurance, sick leave and WSIB	15,573	15,573
Current purposes	239,582	228,435
Capital purposes	<u>10,688,865</u>	<u>10,167,667</u>
	<u>12,181,419</u>	<u>12,003,215</u>
RESERVE FUNDS		
Current purposes	341,232	438,021
Capital purposes	166,296	153,884
Modernization	1,442	186,168
COVID-19 safe restart	<u>156,766</u>	<u>156,766</u>
	<u>665,736</u>	<u>934,839</u>
	<u>\$ 162,646,509</u>	<u>\$ 87,652,321</u>



INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of: The Corporation of the Town of Erin

Opinion

We have audited the accompanying financial statements of the trust funds of The Corporation of the Town of Erin, which comprise the statement of financial position as at December 31, 2023 and the statement of continuity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Town of Erin as at December 31, 2023 and the results of their operations for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of The Corporation of the Town of Erin in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the trust funds' ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the trust funds or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the trust funds' financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the trust funds' internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the trust funds' ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the trust funds to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Guelph, Ontario

Chartered Professional Accountants
Licensed Public Accountants

THE CORPORATION OF THE TOWN OF ERIN
 TRUST FUNDS
 STATEMENT OF FINANCIAL POSITION
 AS AT DECEMBER 31, 2023

	Dufferin Pit	Glenellen Well	2023	2022
ASSETS				
Investments (note 2)	\$ <u>25,986</u>	\$ <u>76,669</u>	\$ <u>102,655</u>	\$ <u>99,921</u>
FUND BALANCE				
FUND BALANCE	\$ <u>25,986</u>	\$ <u>76,669</u>	\$ <u>102,655</u>	\$ <u>99,921</u>

DRAFT

THE CORPORATION OF THE TOWN OF ERIN
 TRUST FUNDS
 STATEMENT OF CONTINUITY
 FOR THE YEAR ENDED DECEMBER 31, 2023

	Dufferin Pit	Glenellen Well	2023	2022
BALANCE, beginning of year	\$ 25,294	\$ 74,627	\$ 99,921	\$ 99,007
Interest earned	<u>692</u>	<u>2,042</u>	<u>2,734</u>	<u>914</u>
BALANCE, end of year	<u>\$ 25,986</u>	<u>\$ 76,669</u>	<u>\$ 102,655</u>	<u>\$ 99,921</u>

DRAFT

THE CORPORATION OF THE TOWN OF ERIN
TRUST FUNDS
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the trust funds of The Corporation of the Town of Erin are prepared in accordance with Canadian public sector accounting standards as established by the Public Sector Accounting Board of Chartered Professional Accountants of Canada as prescribed by the Ministry of Municipal Affairs and Housing. The management of the Corporation of the Town of Erin has prepared and is responsible for the integrity, objectivity and accuracy of the financial information. The Council reviews and approves the financial information.

(a) **BASIS OF ACCOUNTING**

Revenue and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services, and the creation of a legal obligation to pay.

All financial assets and liabilities are measured at cost or amortized cost.

(b) **USE OF ESTIMATES**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenses during the year. Actual results could differ from those estimates.

2. INVESTMENTS

The total investments of \$102,655 (2022 - \$99,921) reported on the Statement of Financial Position at cost have a market value of \$102,655 (2022 - \$99,921) at the end of the year.



Town of Erin Corporate Report

Department: Corporate Services	Report Number: F2024-27
Business Unit: Finance	Meeting Date: 11/14/2024
Presented/ Prepared By: Wendy Parr, Director of Finance & Treasurer	

Subject

Third Quarter Financial Report for the Period Ending September 30, 2024

Recommendation

That report number F2024-27 “Third Quarter Financial Report for the Period Ending September 30, 2024” be received for information.

Highlights

The year to date third quarter surplus of \$502k is mainly attributed to increases in Building Permit revenues due to the new developments and East Garafraxa fire response revenue. Lease revenue is a new source of income from the rentals in the Hillsburgh Medical Centre. Interest Income is higher than anticipated due to Bank of Canada rates that remained at 5% to June 2024 with two small reductions to 4.25% in September 2024. The Capital Budget has allocated with carry forwards energy efficiency projects of \$86,394.

Background

To promote good governance, accountability and transparency for the Town of Erin’s financial activities, a third quarter review of the financial results was conducted to provide Council with information and recommendations stemming from the third quarter financial results and year end forecasts.

Discussion

The overall financial results for the Town of Erin is a surplus of \$502k. Non-program financial results are expected to be at 75% compared to actual results of 67%. Variance explanations are provided below for several programs including those that had greater or less than 75% of budget.

Building Department

Revenues increased due to the completion of homes in the new developments. Building permits and grading plan reviews make up most of the increase.

Planning Department

The majority of the plans for subdivision fees in the Urban Areas were received in 2022 and 2023. Moving forward for 2024 onward, actual planning revenues will be reduced.

Fire Department

Revenues have increased due to East Garafraxa fire response income. This is dependent on the number of fires. Expenses are higher than expected at 91% of budget, mostly due to the purchase of uniforms, supplies, materials and maintenance and repairs. The uniform purchases were for new recruits.

Parks and Recreation

Revenues are higher at 81% due to the higher-than-expected summer camp attendance. Expenses are also higher, mostly due to ongoing repairs required at Erin Community Centre (ECC). ECC is currently under renovation, to address these issues.

Streetlights, Water, Wastewater

Revenues and expenses will be adjusted in quarter 4 for a net operation result of Nil. Residents who do not receive these benefits are not required to pay for these services.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

In summary, there is a total operating surplus of \$502k. Capital spending from taxation at the end of the third quarter was \$893k.

Conclusion

This report provides Council and the public accountability and transparency of financial activity for the Town of Erin for the third quarter. The third quarter net surplus demonstrates that the Town of Erin has met its budgeted financial commitments.

Attachments

Appendix A – Third Quarter Financial Results ending September 30, 2024

Appendix B – Third Quarter and Year End Forecast Capital Projects for 2024

Appendix C – Reserve and Reserve Fund Forecast for 2024

Wendy Parr

Director of Finance & Treasurer

Rob Adams

Chief Administrative Officer

Appendix A

Town of Erin Budget vs Actuals Quarter 3

(For the period ending September 30, 2024)

Town of Erin

Quarter 3- 2024

(for the Period Ending September 30, 2024)

Quarterly Variance	Annual	Annual	Net					
	Budget	Budget	Budget	Actuals	Actuals	Actuals	Net	% of
	Expense	Revenues		Expense	Revenues	Net	Variance	Budget
Programs								
Council	206,715		206,715	149,740		149,740	56,975	72%
Corporate Services	2,500,568	632,920	1,867,648	2,075,897	792,713	1,283,184	584,464	69%
Economic Development	286,529	35,000	251,529	165,391	30,000	135,391	116,138	54%
Advisory Committees	90,669	24,063	66,606	29,801	4,071	25,730	40,876	39%
Building	750,834	860,100	(109,266)	585,883	2,128,274	(1,542,391)	1,433,125	1,412%
Planning	552,673	626,413	(73,740)	372,787	38,580	334,207	(407,947)	(453%)
Enforcement/Crossing Guard	257,721	23,068	234,653	142,255	8,106	134,149	100,504	57%
Conservation Authorities	164,928		164,928	101,579		101,579	63,349	62%
Fire	1,119,596	222,398	897,198	1,073,923	231,079	842,844	54,354	94%
Emergency Planning	1,020		1,020				1,020	
Roads	3,464,372	214,450	3,249,922	2,441,355	199,345	2,242,010	1,007,912	69%
Streetlights	142,869	142,869		34,206	120,545	(86,339)	86,339	
Water	1,392,355	1,392,355		1,320,121	1,070,493	249,628	(249,628)	
Wastewater	142,650	142,650		4,097		4,097	(4,097)	
Parks & Recreation	1,612,916	700,236	912,680	1,319,208	565,241	753,967	158,713	83%
Cemeteries	10,000	10,000		4,780		4,780	(4,780)	
Subtotal Programs	12,696,415	5,026,522	7,669,893	9,821,023	5,188,447	4,632,576	3,037,317	
Non-Program								
Transfer for Capital Projects	1,002,000		1,002,000	893,154		893,154	108,846	89%
Transfer from Tax Rate Stabilization		410,000	(410,000)				(410,000)	
Infrastructure Renewal Trf	860,082		860,082	761,354		761,354	98,728	89%
Tax Levy		8,344,275	(8,344,275)		6,258,206	(6,258,206)	(2,086,069)	75%
PILS & Supplementary Taxes		230,000	(230,000)		105,147	(105,147)	(124,853)	46%
Safe Restart Phase I								
OMPF		602,700	(602,700)		452,025	(452,025)	(150,675)	75%
Tax Write Offs	55,000		55,000	26,178		26,178	28,822	48%
Subtotal Corporate	1,917,082	9,586,975	(7,669,893)	1,680,686	6,815,378	(5,134,692)	(2,535,201)	67%
Total	14,613,497	14,613,497		11,501,709	12,003,825	(502,116)	502,116	

Town of Erin

Quarter 3-2024

(for the Period Ending September 30, 2024)

Budget vs Actuals by Account	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Penalties & Interest	445,418	429,704	15,714	(4%)
Tax Levy	8,344,275	6,258,206	2,086,069	25
PILS and Supplementary Taxes	230,000	105,147	124,853	(54%)
Streetlights	142,869	120,545	22,324	(16%)
Other Revenue	591,963	325,718	266,245	(45%)
Parks & Recreation Fees	604,546	468,116	136,430	(23%)
Fire & Emergency Fees	26,785	21,557	5,228	(20%)
Lease Revenue	29,627	64,826	(35,199)	119%
Water Revenues	1,358,663	959,769	398,894	(29%)
OMPF	602,700	452,025	150,675	(25%)
Grants	37,000	40,000	(3,000)	8%
Gravel Levy	160,000	177,297	(17,297)	11%
Building Permits	752,500	1,934,372	(1,181,872)	157%
Interest Income	120,600	318,397	(197,797)	164%
Cost Recovery	300,000	145,265	154,735	(52%)
Inter Dept Revenue	4,590	200	4,390	(96%)
Other Agreements	73,542	79,597	(6,055)	8%
Tfr from Reserves and Res Funds	788,419	103,739	684,680	(87%)
Corporate Accounts		22,219,613	(22,219,613)	
Total Revenue	14,613,497	34,224,093	(19,610,596)	134%
Expenses				
Labour Costs	5,941,674	4,596,112	1,345,562	23%
Supplies & Materials	274,766	212,390	62,376	23%
Equipment	64,406	33,914	30,492	47%
Gravel Resurface	446,592	406,098	40,494	9%
Sanding	205,999	87,408	118,591	58%
Calcium	199,757	235,490	(35,733)	(18%)
Consulting	367,743	267,804	99,939	27%
Roads Maintenance	241,373	188,704	52,669	22%
Resealing	88,434	8,945	79,489	90%
Service Agreements	1,097,468	685,832	411,636	38%
Winter Control	96,724	82,230	14,494	15%
General Maintenance & Repairs	246,473	765,022	(518,549)	(210%)
Sidewalk Maintenance	48,223	2,191	46,032	95%
IT Services	236,964	214,194	22,770	10%
Postage & Courier	10,193	13,864	(3,671)	(36%)
Telephone	49,614	57,050	(7,436)	(15%)

Hydro	366,458	268,001	98,457	27%
Natural Gas	139,358	63,143	76,215	55%
Fuel	206,853	135,114	71,739	35%
Water & Sewage	16,000		16,000	100%
Vehicle Maintenance	313,241	223,385	89,856	29%
LPAT		20,354	(20,354)	
Economic Development Activities	81,199	47,342	33,857	42%
Advertising	59,381	37,915	21,466	36%
Emergency Declaration Expenses	3,500		3,500	100%
Tax Write Offs	55,000	26,178	28,822	52%
Conservation Authorities	164,928	101,579	63,349	38%
Community Grants	23,500	20,500	3,000	13%
Other Expenses	295,660	328,870	(33,210)	(11%)
Contingency	8,510		8,510	100%
Audit, Insurance & Legal	545,696	447,087	98,609	18%
Debt Servicing	86,483	46,019	40,464	47%
Transfer to Capital	1,002,000	21,573	980,427	98%
Transfer to Reserve & Reserve	1,593,688	568,197	1,025,491	64%
Funds				
Inter Org Transfers	35,639	8,268	27,371	77%
Total Expenses	14,613,497	10,220,773	4,392,724	30%

Council
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024 Total Budget	2024 June YTD Actuals	2024 Variance	2024 %
Expenses				
Labour Costs	176,685	139,296	37,389	79%
Other Expenses (Note 1)	24,500	6,479	18,021	26%
Audit, Insurance & Legal	5,530	3,965	1,565	72%
Total Expense	206,715	149,740	56,975	72%

Note 1: Includes Conference expenses, Association fees.

Corporate Services
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024 Total Budget	2024 Total Actuals	2024 Variance	2024 %
Penalties & Interest	424,20	414,024	(10,176)	(98%)
Other Revenue	75,245	40,677	(34,568)	(54%)
Parks & Recreation Fees	12,875	18,817	5,942	(146%)
Lease Revenue	-	20,798	20,798	
Interest Income (Note 1)	120,600	318,397	197,797	(264%)
Trf from Reserves and Res Funds	-	(20,000)	(20,000)	
Total Revenue	632,920	792,713	159,793	25%
Expenses				
Labour Costs	1,719,845	1,283,272	436,573	75%
Supplies & Materials	71,548	51,365	20,183	72%
Consulting	31,030	112,722	(81,692)	363%
Service Agreements	153,581	32,340	121,241	21%
General Maintenance & Repairs	16,232	28,424	(12,192)	175%
IT Services	151,994	144,304	7,690	95%
Postage & Courier	8,000	9,562	(1,562)	120%
Telephone (Note 2)	12,629	28,441	(15,812)	225%
Hydro	14,392	10,218	4,174	71%
Natural Gas	4,654	1,553	3,101	33%
Advertising	21,102	13,541	7,561	64%
Other Expenses	90,118	106,153	(16,035)	118%
Contingency	8,510		8,510	0%
Audit, Insurance & Legal (Note 3)	160,683	254,003	(93,320)	158%
Transfer to Reserve & Reserve Funds	36,250		36,250	0%
Total Expenses	2,500,568	2,075,898	424,670	83%

Note 1: Increase due to bank interest on deposits

Note 2: Increase in cell phone charges and phone lines

Note 3: Due to increased legal cases for development areas and other matters.

Economic Development
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue		-	0	
Grants (Note 1)	25,000	30,000	5,000	(120%)
Trf from Reserves and Res Funds	10,000	-	(10,000)	0%
Total Revenue	35,000	30,000	5,000	(86%)
Expenses				
Labour Costs	137,524	85,556	51,968	62%
Telephone	0	213	(213)	
Supplies & Materials	3,787	0	3,787	0%
Economic Development Activities	73,845	47,342	26,503	64%
Advertising	18,875	10,413	8,462	55%
Other Expenses	48,038	17,022	31,016	35%
Audit, Insurance & Legal	4,460	4,845	(385)	109%
Total Expenses	286,529	165,391	121,138	58%

Note 1: 2 Grants from Wellington County 1. \$25,000 and 2. \$5,000

Advisory Committees
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue	10,395	3,871	(6,524)	(37%)
Inter Dept Revenue	4,590	200	(4,390)	(4%)
Trf from Reserves and Res Funds	9,078	-	(9,078)	0%
Total Revenue	24,063	4,071	(19,992)	(17%)
Expenses				
Supplies & Materials	12,813	3,268	9,545	26%
General Maintenance & Repairs	2,764	0	2,764	0%
Postage & Courier	612	881	(269)	144%
Advertising	1,750	0	1,750	0%
Community Grants	20,500	20,500	0	100%
Other Expenses	8,929	2,452	6,477	27%
Transfer to Reserve & Reserve Funds	1,675	2,500	(825)	149%
Inter Org Transfers	34,272	200	34,072	1%
Total Expenses	83,315	29,801	53,514	36%

Building
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue (Note 1)	110,100	196,062	85,962	(178%)
Building Permits (Note 2)	750,000	1,932,212	1,182,212	(258%)
Total Revenue	860,100	2,128,274	1,268,174	(247%)
Expenses				
Labour Costs	541,778	483,066	58,712	89%
Supplies & Materials	4,929	2,512	2,417	51%
Consulting	101,050	51,524	49,526	51%
Service Agreements	964	407	557	42%
General Maintenance & Repairs	0	611	(611)	
Postage & Courier	0	11	(11)	
IT Services	28,173	26,966	1,207	96%
Telephone	2,111	1,843	268	87%
Fuel	3,370	1,396	1,974	41%
Vehicle Maintenance	3,030	5,195	(2,165)	171%
Advertising	2,500	0	2,500	0%
Other Expenses	7,854	4,120	3,734	52%
Grants	11,500	0	11,500	0%
Audit, Insurance & Legal (Note 3)	12,675	3,618	9,057	29%
Inter Org Transfers	0	4,614	(4,614)	
Transfer to Reserve & Reserve Funds	30,900		30,900	0%
Total Expenses	750,834	585,883	164,951	78%

Note 1: Increased revenues is due to increased grading Fees

Note 2: Increased building permits due to new developments

Note 3: No Legal fees allocated

Planning
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue	268,722	38,580	(230,142)	(14%)
Cost Recovery	300,000	-	(300,000)	0%
Trf from Reserves and Res Funds	57,691	-	(57,691)	0%
Total Revenue	626,413	38,580	(587,833)	(6%)
Expenses				
Labour Costs	327,863	187,590	140,273	57%
Supplies & Materials	1,058	313	745	30%
Consulting	108,070	96,407	11,663	89%
Service Agreements	7,081	0	7,081	0%
IT Services	20,060	26,254	(6,194)	131%
Telephone		343		
LPAT (Note 1)		20,354		
Advertising	8,160	7,400	760	91%
Grants	11,500	0	11,500	0%
Other Expenses	2,679	1,530	1,149	57%
Audit, Insurance & Legal	64,835	32,596	32,239	50%
Inter Org Transfers	1,367		1,367	0%
Total Expenses	552,673	372,787	179,886	67%

Conservation Authorities
Quarter 3-2024
(for the Period Ending September 30, 2024)

		2024	2024	2024	2024
		Total	Total	Variance	%
		Budget	Actuals		
Expenses					
Conservation Authorities					
	CVCA	84,466	21,117	63,349	25%
	GRCA	80,462	80,462	0	100%
Total Expenses		164,928	101,579	63,349	38%

Note 1: Quarterly amounts due from Credit Valley Conservation and Grand Valley Conservation.

Enforcement and Crossing Guards
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024 Total Budget	2024 Total Actuals	2024 Variance	2024 %
Revenue				
Other Revenue	20,568	5,946	(14,622)	(29%)
OMPF	-	-	0	
Building Permits	2,500	2,160	(340)	(86%)
Total Revenue	23,068	8,106	(14,962)	(35%)
Expenses				
Labour Costs	175,088	120,716	54,372	69%
Supplies & Materials	1,285	51	1,234	4%
Consulting	1,020		1,020	0%
Service Agreements	61,616	8,900	52,716	14%
Telephone	642	135	507	21%
Vehicle Maintenance (Note 1)	1,040	7,091	(6,051)	682%
Other Expenses	3,135	2,089	1,046	67%
Audit, Insurance & Legal	13,895	3,273	10,622	24%
Total Expenses	257,721	142,255	115,466	55%

Note 1: Vehicle Maintenance relates to 2023 Ford pick-up accessories.

Fire
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue	42,444	325	(42,119)	(1%)
Fire & Emergency Fees	26,785	21,557	(5,228)	(80%)
Lease Revenue	29,627	28,372	(1,255)	(96%)
Other Agreements	73,542	79,597	6,055	(108%)
Trf from Reserves and Res Funds	50,000	50,000	0	(100%)
Total Revenue	222,398	179,851	(42,547)	(81%)
Expenses				
Labour Costs	605,961	560,249	45,712	92%
Supplies & Materials (Note 1)	48,757	68,727	(19,970)	141%
Equipment	13,681	6,750	6,931	49%
Service Agreements	64,088	61,469	2,619	96%
Winter Control	12,608	12,007	601	95%
General Maintenance & Repairs	27,501	30,210	(2,709)	110%
IT Services	2,143	1268	875	59%
Postage & Courier	321	234	87	73%
Telephone	8,534	11,143	(2,609)	131%
Hydro	21,806	15,873	5,933	73%
Natural Gas	12,090	8,779	3,311	73%
Fuel	5,358	2,701	2,657	50%
Vehicle Maintenance	44,471	40,906	3,565	92%
Advertising	3,121	0	3,121	0%
Community Grants	3,000	0	3,000	
Other Expenses (Note 2)	62,769	81,122	(18,353)	129%
Audit, Insurance & Legal	52,611	50,851	1,760	97%
Debt Servicing	30,776	21,635	9,141	1
Transfer to Reserve & Reserve Funds	100,000	50,000	50,000	1
Total Expenses	1,119,596	1,023,924	95,672	91%

Note 1: Includes Uniform purchase for new recruits

Note 2: Fire parts, supplies, membership, conference, training, special events, mileage

Roads
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue	15,450	22,048	6,598	(143%)
Grants	12,000	-	(12,000)	0%
Gravel Levy	160,000	177,297	17,297	(111%)
Trf from Reserves and Res Funds	27,000	-	(27,000)	0%
Total Revenue	214,450	199,345	(15,105)	(93%)
Expenses				
Labour Costs	1,377,161	911,445	465,716	66%
Supplies & Materials	55,372	41,654	13,718	75%
Equipment	14,793	9,544	5,249	65%
Gravel Resurface	446,592	406,098	40,494	91%
Sanding	205,999	87,408	118,591	42%
Calcium (Note 1)	199,757	235,490	(35,733)	118%
Consulting	87,373	3,196	84,177	4%
Roads Maintenance	241,373	188,704	52,669	78%
Resealing	88,434	8,945	79,489	10%
Service Agreements	20,400	25,477	(5,077)	125%
Winter Control	27,968	29,602	(1,634)	106%
General Maintenance & Repairs	8,405	1,027	7,378	12%
Sidewalk Maintenance	48,223	2,191	46,032	5%
IT Services	7,803	4,184	3,619	54%
Telephone	9,645	2,700	6,945	28%
Hydro	9,645	8,602	1,043	89%
Natural Gas	9,001	6,347	2,654	71%
Fuel	193,125	128,316	64,809	66%
Vehicle Maintenance	240,000	167,910	72,090	70%
Advertising (Note 2)	1,071	2,297	(1,226)	214%
Other Expenses	17,358	12,517	4,841	72%
Audit, Insurance & Legal	64,035	34,914	29,121	55%
Debt Servicing	40,839	24,384	16,455	60%
Transfer to Reserve & Reserve Funds	50,000	50,000	0	1
Inter Org Transfers	0	3,454	(3,454)	
Total Expenses	3,464,372	2,396,406	1,067,966	69%

Note 1: Calcium used an unanticipated increase in calcium.

Note 2: Advertising is high due to employment opportunities postings.

Streetlights
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Streetlights	142,869	120,545	(22,324)	(84%)
Total Revenue	142,869	120,545	(22,324)	(84%)
Expenses				
General Maintenance & Repairs	21,012	3,283	17,729	16%
Hydro	49,294	30,117	19,177	61%
Audit, Insurance & Legal	428	455	(27)	106%
Transfer to Reserve & Reserve Funds	72,135		72,135	0%
Total Expenses	142,869	33,855	109,014	24%

Note 1: Streetlight revenue is recorded in Q4.

Water
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Penalties & Interest	21,218	15,680	(5,538)	(74%)
Other Revenue	12,474	4,248	(8,226)	(34%)
Water Revenues	1,358,663	959,769	(398,894)	(71%)
Cost recovery	-	90,796	90,796	
Total Revenue	1,392,355	1,070,493	(321,862)	(77%)
Expenses				
Labour Costs	126,536	110,518	16,018	87%
Supplies & Materials	1,000	86	914	
Equipment		10,759		
Service Agreements	696,411	522,244	174,167	75%
Winter Control		10,140	(10,140)	
General Maintenance & Repairs (Note 1)	19,467	482,397	(462,930)	
IT Services	3,850	1,190	2,660	31%
Postage & Courier	1,260	3,176	(1,916)	252%
Telephone	2,786	3,234	(448)	116%
Hydro	136,578	78,888	57,690	58%
Other Expenses	10,268	83,972	(73,704)	
Audit, Insurance & Legal	17,001	13,517	3,484	80%
Transfer to Reserve & Reserve Funds	416,132		416,132	0%
Total Expenses	1,431,289	1,320,121	111,168	92%

Note 1: Variance is due to service connections, water main breaks and equipment repairs.

Parks & Recreation
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Other Revenue	36,595	13,306	(23,289)	(36%)
Parks & Recreation Fees	591,671	449,299	(142,372)	(76%)
Lease Revenue	-	15,656	15,656	
Grants	-	10,000	10,000	
Cost Recovery	-	54,469	54,469	
Trf from Reserves and Res Funds	72,000	22,511	(49,489)	(31%)
Total Revenue	700,266	565,241	(135,025)	(81%)
Expenses				
Labour Costs (Note 1)	730,233	714,209	16,024	98%
Supplies & Materials	74,217	44,414	29,803	60%
Equipment	35,932	6,861	29,071	19%
Consulting	1,000	916	84	1
Service Agreements	93,327	34,995	58,332	37%
Winter Control	56,148	30,481	25,667	54%
General Maintenance & Repairs (Note 2)	180,026	214,290	(34,264)	119%
IT Services	22,941	10,028	12,913	44%
Telephone	13,267	8,999	4,268	68%
Hydro	134,743	124,304	10,439	92%
Natural Gas	113,613	46,464	67,149	41%
Fuel	5,000	2,701	2,299	54%
Water & Sewage	16,000	0	16,000	0%
Vehicle Maintenance	24,700	2,283	22,417	9%
Advertising	3,052	4,264	(1,212)	140%
Emergency Declaration Expenses	3,500		3,500	0%
Other Expenses	18,992	11,414	7,578	60%
Audit, Insurance & Legal	45,093	43,992	1,101	98%
Debt Servicing	14,868		14,868	0%
Transfer to Reserve & Reserve Funds	26,264	16,700	9,564	64%
Total Expenses	1,612,916	1,317,315	295,601	82%

Note 1: Labour costs are high due to additional staff for ice times and pre-hiring of summer staff.

Note 2: Variance is due to roof repairs, plumbing, electrical, and ice issues.

Cemeteries
Quarter 3-2024
(for the Period Ending September 30, 2024)

	2024	2024	2024	2024
	Total	Total	Variance	%
	Budget	Actuals		
Revenue				
Trf from Reserves and Res Funds	10,000	-	10,000	100%
Total Revenue	10,000	-	10,000	100%
Expenses				
General Maintenance & Repairs (Note 1)	10,000	4,780	(5,220)	(52%)
Total Expenses	10,000	4,780	(5,220)	(52%)

Note 1: Lawn maintenance by Property Workz.

Appendix B

Town of Erin Capital Projects Quarter 3

(For the period ending September 30 ,2024)

Capital Projects for 2024 and Prior Years

Status
 Project completed
 In Progress
 Project complications/delays being encountered

Corporate Services

Year	Dept	Project Title	Description	Status	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Corporate Services	Strategic Plan	Hiring consultants to prepare the 5 Year Strategic Plan		Project completed in-house	50,000			50,000		Taxation
2023	Corporate Services	Townhall Repairs (CPR0008)	Townhall Repairs		Town Hall Furniture-Cabinets, 6 Shelves, End tab black	25,200	6,751		18,449		Taxation
2023	Corporate Services	HVAC System (CPR0009)	HVAC System			25,300			25,300		Taxation
2023	Corporate Services	IT- System Upgrades-Software/Hardware (CPR0010)	IT- System Upgrades-Software/Hardware		Data, Storage	117,000	8,209	34,011	74,780		Reserve & Reserve funds
2022	Corporate Services	Windows 2012 Servers	Servers		Project complete	20,000		14,276	5,724		Taxation
2020	Corporate Services	Electronic Records Management	Electronic Data Records Management software and implementation		Image Advantage_2022-2026	80,000	37,049		42,951		Admin. File Management Reserve
						317,500	52,009	48,287	217,204		

Fire & Emergency Services Program

Year	Dept	Project Title	Description	Status	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Fire	Station 10 Feasibility Study	Station 10 Replacement Feasibility Study			50,000			50,000		Taxation
2024	Fire	Station 50 -2nd Floor	Renovate 2nd floor			150,000		5,474	144,526		Reserve & Reserve funds
2024	Fire	Building Condition Project	Erin Station 10: 1. Septic tank Replacement or Repairs 2. Asphalt Paving - Repairs			17,000			17,000		Taxation

2024	Fire	Fire Hose Cache	Hose Cache		20,000		6,781	13,219		Taxation
2023	Fire	Tanker 58 (FIR0011)	Tanker 58	Amount over DCs is funded by taxation.	450,000		593,639	(143,639)		DCs \$250K & Taxation \$200K
2022	Fire	Confidence Maze	Maze for Training		85,000			85,000		Taxation
Total >					772,000	-	605,894	166,106		

Roads Program

	Dept	Project Title	Description	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Roads	Surface Treatment Program	Surface Treatment Program		200,000			200,000		DCs
2024	Roads	Tandem Axle Snowplow			500,000			500,000		Res.&Res.Funds 300000 + Taxation 200000
2024	Roads	Steamer Replacement	To replace Unit 52		50,000			50,000		Taxation
2024	Roads	Replacement Pick-Up	To replace Unit 26		70,000			70,000		Taxation
2024	Roads	Energy Conservation Projects			5,000			5,000		Taxation
2024	Roads	Woodchipper Replacement	To replace Unit		100,000			100,000		Taxation
2024	Roads	Traffic Consolidation Study			100,000			100,000		Taxation
2024	Roads	Roads Shop BCA	Roads Shop upgrades project		5,000			5,000		Taxation
2023	Roads	Culvert 2053 (RDS0017)	Culvert 2053 (27th Sideroad)	Engineering, Tendering, Construction Management awarded to RJ Burnside May 19, 2023	675,000	57,968	27,324	589,708		OCIF
2023	Roads	Surface Treatment (RDS0020)	Surface Treatment Program	Awarded Miller Paving May26_23	300,000	21,573		278,427		Roads DCs 100%
2023	Roads	Tandem Axle Snowplow (RDS0022)	Tandem Axle Snowplow	Snow Plowing Tractor-Single source -Viking Cives -Western Star Resolution 23-101 Apr.27.23. ETA February 1, 2024. New Engine #59 - 65082.64	500,000		571,780	(71,780)		Tx Stblization Reserve Funds \$150K, Taxation \$350K

2023	Roads	Energy Conservation Projects (RDS0019)	Energy Conservation Projects			5,000			5,000		Taxation \$5K
2022	Roads	Bridge 5 (and Culvert 2053 tendered together for price reduction)	Bridge 5 Replacement - 2nd In s Erin		Engineering, Tendering, Construction Management awarded to RJ Burnside May 19, 2023	915,000	67,947	24,651	822,402		OCIF
2022	Roads	Surface Treatment	Annual Program			300,000	-		300,000		Road DCs 100%
2022	Roads	Winston Churchill Blvd	50% with Caledon		Caledon project has been delayed	125,000			125,000		Debt
2022	Roads	Energy Conservation Projects	Energy Conservation Projects			5,000		0	5,000		Taxation
2022	Roads	Roads Shop Renovation	Per BCA, Paving, Washroom Storage, Insulation			129,500			129,500		Taxation, \$48,500, Reserves \$81.000
2021	Roads	Energy Conservation Projects	Energy Conservation Projects			5,000			5,000		Taxation
2023	Roads	Culvert 10 (Sideroad 17 West)	Culvert 10 Replacement (Sideroad 17 West) based on OSIM report		Completion expected in Q4 2024.	2,963,209	1,054,676	1,472,727	435,806		\$83.5k + 66.5k DCs, \$751,5k Gas Tax (CCBF) + \$1,350k CCBF
Total >						6,952,709	1,202,164	2,096,482	3,654,063		

Water Program

	Dept	Project Title	Description		Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Water	Water Service for New System	Water Service new development		Engineering and Consulting. Ongoing project continues in 2024.	8,507,077	107,617	390,909	8,008,551		DCs\$8.5M
2024	Water	Water Service Existing System	Water Service Existing			263,106			263,106		Res & Res Funds
2024	Water	Water Equipment to Extend life	Water Equipment to Extend life			45,000			45,000		Res & Res Funds
2024	Water	Meter Replacement	Meter Replacement			30,000			(7,542)		Res & Res Funds
2024	Water	Water Capital Equipment	Water Capital Equipment			5,000			5,000		Res & Res Funds
2024	Water	Water Building & Minor	Water Building & Minor			15,000			15,000		Res & Res Funds

2023	Water	Water Service Existing (WTR0010)	Water Service Existing			263,106			263,106		Res & Res Funds \$263K
2023	Water	Water Equipment to Extend life(WTR0009)	Water Equipment to Extend life			45,000			45,000		Res & Res Funds \$45K
2023	Water	Meter Replacement (WTR0004)	Meter Replacement			30,000			30,000		Res & Res Funds \$30K
2023	Water	Water Capital Equipment(WTR0005)	Water Capital Equipment			22,500			22,500		Res & Res Funds \$22.5K
2023	Water	Water Building & Minor (WTR0006)	Water Building & Minor			15,000			15,000		Res & Res Funds \$15K
2022	Water	Water System Existing	upgrades			263,106	12,439		250,667		Reserves
2022	Water	Water Equipment	Extend Life			45,000		5,883	39,117		Reserves
2022	Water	Meter Replacement	Meter Replacement		OCWA - Meter Replacement. Continuing into 2024	30,000	6,692	11,750	11,558		Reserves \$30,000
2022	Water	Water Capital Equipment	Replace equipment			35,000			35,000		Reserves
2022	Water	Water Building & Minor Repairs	Building Repairs		BelErin Renovation - Balance - OCWA	15,000	10,401		4,599		Reserves
2021	Water	Meter Replacement	annual maintenance			30,000		30,000	-		Reserve
2021	Water	Water Equipment	Replace aging equipment to extend life		OCWA - Equipment replacements, Ongoing project forward to 2023. SCADA	72,300	10,318		61,982		Reserve
2019/2020	Water	Fire Hydrant Rehabilitation / Replacement Program; Meter Replacement Program			Project to commence - see Project 46. Continuing forward in 2024.	94,000	56,459	37,542	(0)		Water Life Cycle Reserve
2020	Water	Watermain (Douglas Cres to Orangeville)	Council Resolution #20-005 approved ICIP Green Grant application		Grant application approved for \$3,666m. Reassess costs for 2025 budget. Applying for further funding.	3,000,000		0	3,000,000		\$1,333m Water Life Cycle Res. Or debt?; \$1,999m Federal; \$1,666m Province
2020	Water	Energy efficiency projects	Erin water system capital expenditures including energy efficiency upgrades (per OCWA)		Project forwarded 2024	72,000	5,606	0	66,394		Water Life Cycle Reserve
Total >						12,897,195	209,532	476,084	12,174,038		

Waste Water Project

	Dept	Project Title	Description		Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Waste Water	Wastewater Treatment plant (WST0002)	Wastewater Treatment plant		Continuing From 2020 to 2025	14,538,800		30,894,702	(16,355,902)		Cost Recovery
2024	Waste Water	Wastewater Collection System (WST0003)	Wastewater Collection System		Continuing From 2020 to 2025	2,187,300	10,317,618	16,596,259	(24,726,577)		Cost Recovery
2023	Waste Water	Wastewater Treatment plant (WST0002)	Wastewater Treatment plant			20,401,700			-		Cost Recovery
2023	Waste Water	Wastewater Collection System (WST0003)	Wastewater Collection System			7,469,000			(0)		Cost Recovery
2022	Waste Water	Waste Water Treatment Plant	Construction		Construction ongoing and continuing 2023, 2024	9,466,300			(0)		DCs 6,247,758, Other grant 3,218,542
2022	Waste Water	Waste Water Collection System	Waste Water System		Council Resolution 20-082 Awarded design contract to WSP.	10,689,700			-		DCs 8,017,275 Other Grant 2,672,425
2021	Waste Water	Waste Water Treatment Plant	Waste Water Treatment Plant, Engineering, Consultant		Tendered in Spring 2021, Construction started summer 2022. Continuing through to project completion anticipated 2024.	23,321,700		0	-		\$7,929,378 Grants, \$15,392,322 DCs

Total >

88,074,500	47,490,960	(61,894,230)
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Parks & Recreation

	Dept	Project Title	Description	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Parks	Replace 2017 GMC Siera	Pick Up- to replace 2017 GMC	Finch Auto Gp- 2024 GMC	70,000		55,909	14,091		Taxation
2024	Parks	Utility Trailer	Utility trailers for Recreation	Scott Reinhart- 2 trailers	30,000		14,126	15,874		Taxation
2024	Parks	Tennis Club- Court Surface Replacement			250,000			250,000		Other Grants \$100K+Taxation \$150K
2023	Parks	Ballinafad BCA (PKR0009)	Ballinafad BCA		15,000			15,000		Other Grant \$5K, Taxation \$10K
2023	Parks	Parks Improvements (PKR0011)	Parks Improvements	Remaining balance from Carberry Park	40,500		5,749	34,751		Taxation
2023	Parks	Fundraising Feasibility Study-Benchmark Multi-Use Recreational Centre (PKR0021)	Fundraising Feasibility Study-Benchmark Multi-Use Recreational Centre		50,000			50,000		DCs
2022	Parks	HCC	Parks & Recreation		648,000		19,539	628,461		Reserve \$600,000 Taxation 48,000
2022	Parks	Ballinafad BCA	Ballinafad Community Centre capital expenditures per BCA		25,500			25,500		\$5k Grant, \$20,500k Taxation
2022	Parks	Barbour field	Dog Park Fencing		30,000			30,000		Reserves
2022	Parks	Victoria Park	Paving	Postponed indefinitely as not required at this time.	40,000			40,000		Reserves
2021	Parks	Ballinafad BCA	Ballinafad Community Centre capital expenditures per BCA		54,000		3,285	50,715		\$5k Grant, \$49k Taxation

2021	Parks	Parks	Victoria repairs; Barbour Field drainage; playground equipment; sports fencing and bleachers		Park upgrades will continue in 2023 and 2024- the remaining balance used for Carberry Park	89,000	50,279		38,721		Taxation
2020	Parks	Erin Community Centre	Erin Community Centre - shared services agreement \$20k sewage treatment		Entry is completed at the end of the year or if capital projects are shared with the Upper Grand District School Board.	40,000			40,000		Gas Tax
2020	Parks	Hillsburgh Community Centre Renovations	Hillsburgh Community Centre capital expenditures per BCA		Feasibility study completed 2022 MGA McQueen Galloway. renos to be tendered 2023	126,500	74,085		52,415		Gas Tax
2020	Parks	Ballinafad	Ballinafad Community Centre capital expenditures per BCA		This section of the work has been completed.	14,000	6,000	8,000	-		\$5k Halton Hills Grant; \$9k Reserve
						1,522,500	130,364	106,608	1,285,528		

Planning, Building

	Dept	Project Title	Description		Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
2024	Building	Town of Erin Green Standards	SVC Architect- Green standards			25,000		19,610	5,390		Taxation
2024	Building	Cloudpermit Building Application Portal (BLDG0013)	Cloudpermit Building Application Portal		Cloudpermit - ongoing annual fees	60,000			60,000		Dcs
2024	Planning	Community Improvement Plan				40,000			40,000		Reserve & Reserve funds
2024	Planning	Heritage Designation Reports				60,000			60,000		Taxation
2024	Planning	Planning & Development Vehicle	Building Vehicle- new addition		Finch Auto - 2024 Chevy	70,000		55,894	14,106		Reserve & Reserve funds
						255,000	-	75,503	179,497		

Economic Development _Parks

	Dept	Project Title	Description		Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent in 2024	Remaining Budget Available in 2024	Project Transfer to	Approved Funding Source
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2020	Parks and Recreation	Erin Community Centre Renovations	Project consultants & Construction started April 2022. Ongoing various projects.		Various renovations throughout 2022. Tender for completion to be awarded and completed 2023.	2,400,000	584,479	1,031,930	783,591		ECC Reserves (\$335k); CIL Parkland (\$300k); ICIP Grant (\$1,765k)
						2,400,000	584,479	1,031,930	783,591		

Appendix C

Town of Erin Reserves & Reserve Funds Quarter 3

(For the period ending September 30, 2024)

**RESERVES & RESERVE
FUNDS Forecasts Q3 2024**

DEPARTMENT		Description	BALANCE DEC 31 2023	2024 TRANSACTIONS		BALANCE Sept 30 2024	Comments
				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	1,229,183		-	1,229,183	
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	5,430,543	860,082	150,000	6,140,625	Annual Tfr, Snow Plow \$150K
Unallocated	RESERVE Fund	Canada Community Building Fund	1,265,053	382,436	114,837	1,532,652	Culvert 10 completed
Unallocated	RESERVE Fund	Blue Triton Community Grant	34,924	28,163	46,568	16,518	
Unallocated	RESERVE Fund	Safe Restart - Covid Grant	156,766		102	156,664	
Unallocated	RESERVE Fund	OCIF FORMULA	1,039,222	396,324	51,975	1,383,570	Bridge 5,Culvert 2053
TOTAL Unallocated			9,157,133			10,460,655	
Administration	RESERVES	ELECTION EXPENSE	34,397	20,000		54,397	Municipal election annual tfr
Administration	RESERVES	COMPUTER UPGRADES	79,865	-	34,011	45,854	
Administration	RESERVES	ADMIN FILE MANAGEMENT	50,523			50,523	
Administration	RESERVES	ADMIN OFFICE RENO RESERVES	29,157			29,157	
Administration	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Administration	RESERVE Fund	ADMINISTRATION DC	-	1,289,754		503,900	Town DCs and Interest
TOTAL Administration			(576,338)			699,404	
Building	RESERVE Fund	BUILDING DEPT REVENUE FUND	94,693	8,575	55,894	47,374	Interest Income less Planning Vehicle
TOTAL Building			94,693			47,374	
Economic Dev.	RESERVES	Economic Development Reserves	36,758	-	-	36,758	
TOTAL Economic Dev			36,758			36,758	

						#REF!	
Fire	RESERVE Fund	FIRE SERVICES DC	68,633	1,934,631	250,000	1,753,263	Fire DCs and interest
Fire	RESERVES	FIRE CAPITAL	82,694		7,916	74,778	Fire Stn#50
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	317,675		-	317,675	
TOTAL Fire			597,289			2,274,004	
Recreation	RESERVES	CENTRE 2000 CAPITAL	448,505			448,505	Ballinafad BCA
Recreation	RESERVES	Barbour Field	119,345			119,345	
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	- 61,481	-	12,213	- 73,694	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	70,355		9,000	61,355	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	200,000			200,000	
Recreation	RESERVE Fund	CASH IN LIEU OF PARKLAND FUND	1,286,996	116,547		1,403,543	
Recreation	RESERVE Fund	PARKS & RECREATION DC	763,342	2,901,946	21,141	3,644,147	Loan payment - Barbourfields expansion
TOTAL Recreation			2,827,062			5,803,201	
Roads	RESERVES	ROADS CAPITAL	298,496			298,496	Transportation DCs and interest
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	289,689			289,689	
Roads	RESERVES	ROADS Fleet Reserve	519,964			519,964	
Roads	RESERVE Fund	SIDEWALK RESERVE Tim Hortons	153,456	13,897		167,352	
Roads	RESERVE Fund	CASH IN LIEU OF PARKING FUND	12,839	1,163		14,002	
Roads	RESERVE Fund	DRAINAGE LEVY FUND	19,281	1,746		21,027	
Roads	RESERVE Fund	TRANSPORTATION SERVICES DC	1,881,809	6,126,331	-	8,008,140	
TOTAL Roads			3,297,760			9,440,896	
Water	RESERVES	WATER LIFECYCLE	2,754,617	-	43,663	2,710,954	

Water	RESERVE Fund	Water EA STUDY	42,663	3,863		46,527	Water DCs and interest
Water	RESERVE Fund	TOWN WATER RESERVE FUND	151,317	13,703	41,512	123,508	
Water	RESERVE Fund	WATER DC	31,035	1,128,535	-	1,159,570	
TOTAL Water			2,979,632			4,040,559	
Waste Water	RESERVE Fund	WWTP Front Ended Agreements	20,182,950	14,873,626		35,056,576	
Waste Water	RESERVE Fund	WWTP Working Capital	-			-	
Waste Water	RESERVE Fund	WWTP Security Deposit	- 3,000,000			- 3,000,000	
Waste Water	RESERVE Fund	Wasterwater DCs	319,329	2,740,727		3,060,056	
TOTAL Wastewater			17,502,279			35,116,632	
Committee	RESERVES	CEMETERY CAPITAL	83,602			83,602	
Committee	RESERVE Fund	ERIN PIONEER CEMETERY RESERVES	9,958	902		10,860	
Committee	RESERVES	HERITAGE RESERVES	49,178	14,806	49,755	14,230	
Committee	RESERVES	HILLSBURGH COMMUNITY	16,256			16,256	
Committee	RESERVES	ESAC	1,761			1,761	
Committee	RESERVE Fund	CELEBRATE ERIN RESERVE FUND	7,677	232	7,909	0	
TOTAL Committee			168,432			126,709	
			36,084,700	32,857,987	896,495	68,046,192	



Town of Erin

Corporate Report

Department: Corporate Services	Report Number: F2024-28
Business Unit: Finance	Meeting Date: 11/14/2024
Presented/ Prepared By: Wendy Parr, Director of Finance & Treasurer	

Subject

First Draft 2025 Budget and 2026 – 2028 Forecasts

Recommendation

That report number F2024-28 “First Draft 2025 Budget and 2026 – 2028 Forecasts” be received for information.

Highlights

The 1st Draft 2025 Budget and 2026 – 2028 Forecasts were developed to provide Council with a financial plan to fund strategic initiatives and capital projects. It represents a prudent and responsible approach to how tax dollars are spent to forward the objectives set out in the Town of Erin’s Strategic Plan. Current and future economic environments were taken into consideration, while at the same time balancing Council priorities and replacement of aging capital assets. The results of the 1st Draft 2025 Budget recommends a tax increase of 3.9% (\$1.698m increase in total tax levy). This draft budget contains the following:

- Information Technology Digital Transformation
- Website Redesign
- Fire Department Aerial Ladder Truck
- Recreation Complex Architectural Design
- Parks and Recreation Arena Boards. Theatre Seating, Cabinets
- Roads Grader
- Roads Bridge and Culvert Design
- Roads Restoration Program
- Water Service for new and existing residents

Included in this report are the forecasts for 2026 to 2028. The forecasts are for planning purposes and will be revised in future budget processes. The 2026 Forecast recommends an increase of \$1,493,263 or 2.53% tax rate increase, the 2027 Forecast recommends an increase of \$2,601,921 or 2.54% tax rate increase and the 2028 Operating Forecast recommends an increase of \$399,300 or 2.51% tax rate increase.

These tax rates are incorporating taxes collected from new homes occupied; 500 in the year 2025, 738 in year 2026, 556 in year 2027 and 397 in year 2028.

By the next budget process, the Town may have new assessment values that will partially offset these results.

Background

The 2025 Budget Guidelines and Budget Timetable incorporated the Service Based Budget approach. Departments measured residents' current versus targeted Level of Service, with the best strategies for where dollars should be spent to meet goals. The results were incorporated into Strategic Initiatives and Capital Projects Prioritization. These documents were used to develop the draft budget documentation in conjunction with the following principles:

- Identify services that offer the highest value or potentially eliminate lower value services within the base budget.
- Spend within funding envelope first to provide the same levels of services as in 2024.
- Prioritize initiatives based on the Strategic Plan, Economic Development Strategic Plan, and Parks, Recreation and Culture Masterplan and other studies.
- Question historical spending and find efficiencies.
- Understand and budget for the full cost of services.
- Incorporate feedback from the 2025 Budget Survey.
- Clearly indicate if there is a change in service delivery in the Business Plans, and Capital Requests. Resource requests have been incorporated into the Operating Budget.
- Accountable for the budget allocation for initiatives and capital projects.

Public Consultation

Community consultation efforts will continue in accordance with the Town of Erin Citizen Engagement Charter. The 2025 Budget Survey was launched on September 26, 2024, and officially closed on October 31, 2024. Feedback from the survey is included in Appendix B.

2025 Budget Documentation

The budget documentation is organized in Appendix A by the following:

- 1) Financial summaries by program and account grouping for the 1st Draft 2025 Budget and 2026 – 2028 Forecasts.

- 2) A summary of all Capital Requests by program and proposed funding strategies.
- 3) Schedule of Reserves and Reserve Funds for 2024 to 2027.
- 4) Debt obligations summary and Annual Repayment Limit.
- 5) Budget submission packages by program that include financial summaries and Capital Requests.

Appendix B includes the Budget Survey Results.

Appendix C includes information regarding the Service Based Budget approach.

1st Draft 2025 Budget

Overall, the net Base in the 1st Draft 2025 Budget resulted in a 3.9% tax levy increase that incorporates revenues from assessment growth and expenditures from Capital Request funded from taxation.

Capital Requests

The funding strategy for capital projects first considered whether the project is eligible to be funded from Development Charges. The next step is to balance funding between reserves, reserve funds, debt and taxation. Also, the Canada Community Building Fund Grant (CCBF), with the unspent held in a reserve fund, is considered. However, projects such as purchasing of Fire or Roads vehicles are not eligible.

For 2025, there are over \$11.3m in total recommended Capital Requests which excludes the budgeted wastewater projects of \$106m. Bridge and Culvert recommended replacements have been pushed forward to avoid the added construction and road closures, however, the design and permitting is planned. The following are highlights of recommendations on funding strategies for these projects.

\$1.2m from Taxation will fund several projects:

- \$500k for information technology digital transformation
- \$80k for website design
- \$135k for various Fire equipment upgrades
- \$18k for 50% of Recreation Arena Boards, Theatre Seating, Cabinets
- \$22k for Parks and Recreation Mower
- \$50k for replacement of Ballinafad accessibility ramp.

\$1.9m from reserves and reserve funds that include:

- \$650k Roads Department Grader
- \$70k Roads Patrol Truck
- \$100k Roads Workshop Building Renewal
- \$400k Roads Restoration Program
- The remainder is for projects to maintain the water systems and is funded by other Water Reserves.

The years 2026 – 2028 will be reviewed on a year-by-year basis, with future adjustments to capital requests and funding updates

Wastewater Project

The Wastewater Project was tendered and construction started in 2022. This project will deliver wastewater services to new development that will be constructed over the next few years. The current expected date of completion of the plant and linear works is the end of 2025. The Wastewater Treatment plant will be funded by developers and new homes that will receive the service. Members of Council and staff have and continue to work diligently towards receiving grant funding from the federal and provincial governments.

Reserves and Reserve Funds

The Town of Erin has over 57 different Reserves and Reserve Funds that are used for various projects that include capital replacements. The Reserves and Reserve Funds Schedule calculates net changes for all the Reserves and Reserve Funds. However, solely considering the net change does not provide a complete picture. For example, if a capital project that was funded from taxes in one year and was not completed the same year, unused taxation funds may be allocated to a reserve to be expended the following year.

Sometimes multiple projects are completed in one year and hence the disbursements for that year seem greater than the additions. Moreover, there are reserves that were created to be fully expended. For example, annually \$20k is transferred to the Elections Reserve so that, for the year of municipal elections, there is minimal impact to the tax rate. Computer Upgrades Reserve, Fleet Vehicle and Fire Vehicle reserves were established to purchase replacements. Hence, when there is a healthy balance, a purchase will be proposed during the budget process. Again, this is to minimize tax rate increases for emergency replacements.

Also, there are funds collected from Development Charges (DCs) which are classified as reserve funds for specific purposes such as Transportation (Roads), Administration, Fire, Parks and Recreation, Water and Wastewater. These reserve funds are used to build capital projects that will provide the services needed by growth and new development.

Hence, as the Town grows, most likely there will be more disbursements than additions because municipalities build ahead of new development.

Debt Management

The Town of Erin's Debt Management Policy provides parameters for recommendations on issuing debt to finance capital projects, which is allowed under the *Municipal Act*, the *Local Improvement Act*, or the *Tile Drainage Act* and their related regulations. These requirements include, but are not limited to:

1. The term of temporary or short-term debt for operating purposes will not exceed the current fiscal year;

2. The term of capital financing will not exceed the lesser of 40 years or the useful life of the underlying asset;
3. Long-term debt will only be issued for capital projects;
4. The total annual financing charges cannot exceed the Annual Repayment Limit, as applicable, unless approved by the Ontario Land Tribunal.
5. Prior to entering into a lease financing agreement, an analysis will be prepared that assesses the costs as well as the financial and other risks associated with the proposed lease in relation to other methods of financing.
6. Prior to passing a debenture by-law, which provides that installments of principal or interest, or both, are not payable during the period of construction of an undertaking, Council will have considered all financial and other risks related to the proposed construction financing.

According to the Annual Repayment Limit (ARL) included in Appendix A, the Town is committed to paying \$1.88m in principal and interest in 2025. This upper limit is based on 25% of revenues generated by the municipality and excludes conditional grants such as OMPF (Ontario Municipal Partnership Fund) and CCBF (Canada Community Building Fund). Also, ARL in Appendix A is based on the 2024 Financial Information Return (FIR) and provides an estimated maximum for a 20 year loan of \$11.0 million at 5.0% interest.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

The result of the 1st Draft 2025 budget recommends a tax rate increase of 3.9% or \$1,698,752 increase in total town tax levy.

Conclusion

That Council hereby receive report number F2024-28 First Draft 2025 Budget and 2026 – 2028 Forecasts report for information.

Attachments

Appendix A – Budget 2025 with 2026 – 2028 Forecasts

Appendix B – Budget Survey Results ‘Erin Engaged’

Appendix C – Memo re Service Based Budget Approach

Wendy Parr

Director of Finance & Treasurer

Rob Adams

Chief Administrative Officer

Town of Erin



2025 Draft Operating & Capital Budget

Version No. 1
As presented at the November 14, 2024
Regular Council Meeting

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1st Draft 2025 Budget & 2026-2028 Forecasts

(By programs and accounts)

Town of Erin 2025 Budget by General Ledger Account

	2024	2025	2025 vs	
	Total	Total	2024	%
	Budget	Budget	Variance	Variance
Revenue				
Penalties & Interest	445,418	449,660	4,242	(1%)
Tax Levy	8,344,275	10,222,945	1,878,670	(23%)
PILS and Supplementary Taxes	230,000	253,000	23,000	(10%)
Streetlights	142,869	120,545	(22,324)	16%
Other Revenue	591,963	442,884	(149,079)	25%
Parks & Recreation Fees	604,546	769,172	164,626	(27%)
Fire & Emergency Fees	26,785	26,000	(785)	3%
Lease Revenue	29,627	57,721	28,094	(95%)
Water Revenues	1,358,663	1,214,062	(144,601)	11%
OMPF	602,700	640,500	37,800	(6%)
Grants	37,000	25,000	(12,000)	32%
Gravel Levy	160,000	160,000		
Building Permits	752,500	1,500,500	748,000	(99%)
Interest Income	120,600	255,000	134,400	(111%)
Cost Recovery	300,000		(300,000)	100%
Inter Dept Revenue	4,590		(4,590)	100%
Other Agreements	73,542	105,000	31,458	(43%)
Trf from Reserves and Res Funds	788,419	888,232	99,813	(13%)
Total Revenue	14,613,497	17,130,221	2,516,724	(17%)

Expenses

Labour Costs	5,941,674	8,167,346	2,225,672	37%
Supplies & Materials	274,766	303,025	28,259	10%
Equipment	64,406	70,559	6,153	10%
Gravel Resurface	446,592	459,990	13,398	3%
Sanding	205,999	100,000	(105,999)	(51%)
Calcium	199,757	229,721	29,964	15%
Consulting	367,743	354,055	(13,688)	(4%)
Roads Maintenance	241,373	246,293	4,920	2%
Resealing	88,434	40,000	(48,434)	(55%)
Service Agreements	1,097,468	1,111,352	13,884	1%
Winter Control	96,724	130,818	34,094	35%
General Maintenance & Repairs	246,473	389,467	142,994	58%
Sidewalk Maintenance	48,223		(48,223)	(100%)
IT Services	236,964	266,970	30,006	13%
Postage & Courier	10,193	14,630	4,437	44%
Telephone	49,614	70,173	20,559	41%
Hydro	366,458	378,753	12,295	3%
Natural Gas	139,358	90,656	(48,702)	(35%)
Fuel	206,853	194,202	(12,651)	(6%)
Water & Sewage	16,000	10,640	(5,360)	(34%)
Vehicle Maintenance	313,241	310,918	(2,323)	(1%)
LPAT		25,000	25,000	
Economic Development Activities	81,199	225,092	143,893	177%
Advertising	59,381	67,634	8,253	14%
Emergency Declaration Expenses	3,500	2,105	(1,395)	(40%)
Tax Write Offs	55,000	35,000	(20,000)	(36%)
Conservation Authorities	164,928	171,195	6,267	4%
Community Grants	23,500	33,000	9,500	40%
Other Expenses	295,660	410,419	114,759	39%
Contingency	8,510		(8,510)	(100%)
Audit, Insurance & Legal	545,696	690,079	144,383	26%
Debt Servicing	86,483	49,424	(37,059)	(43%)
Transfer to Capital	1,002,000	1,177,500	175,500	18%
Transfer to Reserve & Reserve Funds	1,593,688	1,304,205	(289,483)	(18%)
Inter Org Transfers	35,639		(35,639)	(100%)
Total Expenses	14,613,497	17,130,221	2,516,724	17%

Net Change (Increase)

2025 Budget Summary by Department

1st Draft 2025 Budget

Description	2024 Budget Expense	2024 Budget Revenues	2024 Net Budget	2025 Budget Expense	2025 Budget Revenues	2025 Net Budget	Net Variance
<u>Programs</u>							
Council	206,715		206,715	206,076		206,076	(639)
Corporate Services	2,500,568	632,920	1,867,648	3,193,298	804,440	2,388,858	521,210
Economic Development Modernization Grant	286,529	35,000	251,529	439,010	35,000	404,010	152,481
Advisory Committees	90,669	24,063	66,606	50,000	18,500	31,500	(35,106)
Building	750,834	860,100	(109,266)	1,092,259	1,635,403	(543,144)	(433,878)
Planning	552,673	626,413	(73,740)	779,416	95,000	684,416	758,156
By-Law Enfor/Crossing Grds	257,721	23,068	234,653	249,232	21,273	227,959	(6,694)
Conservation Authorities	164,928		164,928	171,195		171,195	6,267
Fire	1,119,596	222,398	897,198	1,195,268	258,666	936,602	39,404
Emergency Planning	1,020		1,020	2,000		2,000	980
Roads	3,464,372	214,450	3,249,922	3,667,755	190,300	3,477,455	227,533
Streetlights	142,869	142,869		120,545	120,545		
Water	1,392,355	1,392,355		1,305,089	1,305,089		
Wastewater	142,650	142,650		183,984	183,984		
Parks & Recreation	1,612,916	700,236	912,680	2,222,094	859,506	1,362,588	449,908
Cemeteries	10,000	10,000		500	500		
BIA							
Subtotal Programs	12,696,415	5,026,522	7,669,893	14,877,721	5,528,206	9,349,515	1,679,622
<u>Non-Program</u>							
Transfer for Capital Projects	1,002,000		1,002,000	1,177,500		1,177,500	175,500
Resource Requests Assessment Growth							
Transfer from Tax Rate Stabilization		410,000	(410,000)		485,570	(485,570)	(75,570)
Infrastructure Renewal Trf	860,082		860,082	1,040,000		1,040,000	179,918
Tax Levy		8,344,275	(8,344,275)		10,222,945	(10,222,945)	(1,878,670)
PILS and Supplementary Taxes		230,000	(230,000)		253,000	(253,000)	(23,000)
OMPF		602,700	(602,700)		640,500	(640,500)	(37,800)
Tax Write Offs	55,000		55,000	35,000		35,000	(20,000)
Subtotal Corporate	1,917,082	9,586,975	(7,669,893)	2,252,500	11,602,015	(9,349,515)	(1,679,622)
Net Total (Surplus)	14,613,497	14,613,497		17,130,221	17,130,221		

Tax Rate Change

3.9%

2026-2028 Forecasts by Department

Town of Erin 2026-2028 Forecasts

	2026 Forecast Expense	2026 Forecast Revenues	2026 Net Forecast	2027 Forecast Expense	2027 Forecast Revenues	2027 Net Forecast	2028 Forecast Expense	2028 Forecast Revenues	2028 Net Forecast
Programs									
Council	210,197		210,197	214,401		214,401	218,689		218,689
Corporate Services	3,337,165	805,129	2,532,036	3,322,306	776,031	2,546,275	3,408,831	737,151	2,671,680
Economic Development Advisory Committees	446,992	35,700	411,292	455,133	36,414	418,719	463,436	37,142	426,294
Building	1,313,503	1,668,111	(354,608)	1,335,174	1,701,473	(366,299)	1,357,277	1,735,502	(378,225)
Planning	795,005	70,400	724,605	810,906	45,808	765,098	827,125	46,224	780,901
By-Law Enfor/Crossing Grds Conservation Authorities	254,215	21,699	232,516	259,298	22,132	237,166	264,485	22,574	241,911
Fire	174,619		174,619	178,111		178,111	181,673		181,673
Emergency Planning	1,217,141	263,839	953,302	1,416,524	269,115	1,147,409	1,442,822	274,497	1,168,325
Roads	2,040		2,040	2,081		2,081	2,122		2,122
Streetlights	3,769,136	194,106	3,575,030	4,659,292	197,988	4,461,304	5,251,183	201,947	5,049,236
Water	122,956	122,956		125,415	125,415		127,923	127,923	
Wastewater	1,331,191	1,331,191		1,357,813	1,357,815	(2)	1,384,971	1,384,972	(1)
Parks & Recreation Cemeteries	187,664	187,664		191,417	191,417		195,245	195,245	
	2,295,453	875,404	1,420,049	3,098,585	891,622	2,206,963	3,534,679	908,166	2,626,513
Subtotal Programs	15,507,777	5,595,199	9,912,578	17,476,956	5,634,230	11,842,726	18,710,961	5,690,343	13,020,618
Non-Program									
Transfer for Capital Projects Resource Requests Assessment Growth	1,140,000		1,140,000	1,830,000		1,830,000	1,070,000		1,070,000
Transfer from Tax Rate Stabilization		(500,000)	500,000		(500,000)	500,000		(500,000)	500,000
Infrastructure Renewal Trf	1,213,000		1,213,000	1,334,300		1,334,300	1,525,000		1,525,000
Tax Levy		11,889,208	(11,889,208)		14,612,429	(14,612,429)		15,202,429	(15,202,429)
PILS and Supplementary Taxes		258,060	(258,060)		263,221	(263,221)		268,485	(268,485)
OMPF		653,310	(653,310)		666,376	(666,376)		679,704	(679,704)
Tax Write Offs	35,000		35,000	35,000		35,000	35,000		35,000
Subtotal Corporate	2,388,000	12,300,578	(9,912,578)	3,199,300	15,042,026	(11,842,726)	2,630,000	15,650,618	(13,020,618)
Net Total (Surplus)	17,895,777	17,895,777		20,676,256	20,676,256		21,340,961	21,340,961	

Tax Rate Change

Capital Requests (2025-2028)

Town of Erin Capital Projects by Global Rank

Budget Year: 2025
Version: Department Submission
Forecast Periods: 2025

Description	Department	Expenditures	Res. & Res. Funds	DCs	Debt	CCBF GRANT	Other Grants	TAXATION	Cost Recovery
Digital transformation-Town's information technology	Corporate	500,000	-	-	-	-	-	500,000	-
Records Management	Corporate	50,000	-	-	-	-	-	50,000	-
Website Redesign-Town of Erin	Corporate	80,000	-	-	-	-	-	80,000	-
Aerial Ladder Truck	Fire	2,500,000	-	2,500,000	-	-	-	-	-
Hose Cache	Fire	10,000	-	-	-	-	-	10,000	-
SCBA	Fire	60,000	-	-	-	-	-	60,000	-
Extrication Ram	Fire	15,000	-	-	-	-	-	15,000	-
Radio System Upgrade	Fire	50,000	-	-	-	-	-	50,000	-
Building Condition Project	Fire	3,500	-	3,500	-	-	-	-	-
Floor Scrubber	Parks & Recreation	15,000	-	-	-	-	-	15,000	-
Mower	Parks & Recreation	22,000	-	-	-	-	-	22,000	-
Architectural design of Multi-Use Recreation Complex	Parks & Recreation	150,000	-	150,000	-	-	-	-	-
Edger	Parks & Recreation	8,000	-	-	-	-	-	8,000	-
Arena Boards, Theatre Seating, Cabinets	Parks & Recreation	375,000	-	-	-	-	187,500	187,500	-
Centre2000 Plumbing Upgrade	Parks & Recreation	55,000	55,000	-	-	-	-	-	-
Replacement of Ballinafad CC accessibility ramp	Parks & Recreation	50,000	-	-	-	-	-	50,000	-
Update to Parks & Rec Master Plan	Parks & Recreation	30,000	-	-	-	-	-	30,000	-
Ball Diamond Repair - Ballinafad	Parks & Recreation	30,000	30,000	-	-	-	-	-	-
Zoning By-Law Update	Planning & Development	50,000	-	-	-	-	-	50,000	-

Creation of Heritage Districts	Planning & Development	50,000	-	-	-	-	-	50,000	-
Sidewalk and curb replacement	Roads	50,000	50,000	-	-	-	-	-	-
Grader	Roads	650,000	650,000	-	-	-	-	-	-
Patrol truck	Roads	70,000	70,000	-	-	-	-	-	-
Small equipment	Roads	25,000	25,000	-	-	-	-	-	-
Bridge and culvert design and permitting	Roads	200,000				200,000			
Works Shop Building Renewal	Roads	100,000	100,000	-	-	-	-	-	-
Road Restoration Program	Roads	400,000	400,000	-	-	-	-	-	-
Wastewater Treatment Plant	Wastewater	62,321,440	-	-	-	-	-	-	62,321,440
Wastewater Collection System	Wastewater	44,587,068	-	-	-	-	-	-	44,587,068
Wastewater planning - existing residents & businesses	Wastewater	125,000	-	125,000	-	-	-	-	-
Water Service for new	Water System	5,000,000	-	5,000,000	-	-	-	-	-
Water Service Existing	Water System	290,000	290,000	-	-	-	-	-	-
Water Equipment to Extend Life	Water System	50,000	50,000	-	-	-	-	-	-
Meter Replacement	Water System	30,000	30,000	-	-	-	-	-	-
Water infrastructure locating and mapping (Phase I)	Water System	75,000	75,000	-	-	-	-	-	-
Vac unit with valve exercisor trailer	Water System	150,000	150,000	-	-	-	-	-	-
									-
		118,227,008	1,975,000	7,778,500	-	200,000	187,500	1,177,500	106,908,508

Town of Erin Capital Projects by Global Rank

Budget Year: 2025
Version: Department Submission
Forecast Periods: 2026

Description	Department	Expenditures	Res. & Res. Funds	DCs	Debt	CCBF GRANT	Other Grants	TAXATION
EV for Building	Building & Planning	100,000						100,000
Fire Chiefs Command Vehicle	Fire	100,000	50,000	50,000				
Radio System Upgrade	Fire	50,000						50,000
Hose Cache	Fire	20,000						20,000
Fire Stn 10 & 50 Building Upgrades	Fire	158,500	158,500					
Construction of Multi-Use Recreation	Parks & Recreation	30,000,000		30,000,000				
Replace Dodge 2017 Ram 1500	Parks & Recreation	75,000						75,000
Parks and Rec EV Vehicle	Parks & Recreation	70,000						70,000
Trackless sidewalk cleaner	Parks & Recreation	180,000						180,000
Bridge 9 (8th Line)	Roads	410,000				410,000		
Winston Churchill Blvd with Caledon (50%)	Roads	3,155,000			3,155,000			
Road Restoration Program	Roads	650,000	650,000					
Tandem Axle Snowplow	Roads	350,000						350,000
Replacement/rehabilitation of priority bridges and culverts	Roads	1,000,000				1,000,000		
Bridge and culvert design and permitting	Roads	150,000				150,000		
Wash pad for salt management	Roads	25,000						25,000
Brusher attachment	Roads	60,000						60,000
Mini dump with plow & salter	Roads	110,000						110,000
Bunker style containment	Roads	25,000						25,000
Water Service for New	Water System	5,000,000		5,000,000				
Water System Existing	Water System	290,000	290,000					
Water infrastructure locating and mapping (Phase II)	Water System	75,000						75,000
Water Equipment to Extend Life	Water System	45,000	45,000					
Meter Replacement	Water System	30,000	30,000					
		42,128,500	1,223,500	35,050,000	3,155,000	1,560,000	-	1,140,000

Town of Erin Capital Projects by Global Rank

Budget Year: 2025
Version: Department Submission
Forecast Periods: 2027

Description	Department	Expenditures	Res. & Res. Funds	DCs	Debt	CCBF GRANT	Other Grants	TAXATION
Fire Apparatus Reserve	Fire	100,000	100,000					
Hose Cache	Fire	20,000						20,000
SCBA upgrade- air Cylinder	Fire	120,000						120,000
Pumper 12 Replacement	Fire	750,000						750,000
Road Restoration Program	Roads	700,000	700,000					
Replace 2005 Cat 314CR	Roads	650,000	325,000					325,000
3/4-ton pickup with plow	Roads	90,000						90,000
Hot box	Roads	50,000						50,000
Excavator	Roads	650,000	325,000					325,000
Sidewalk and curb replacement	Roads	50,000						50,000
Replacement/rehabilitation of priority bridges and culverts	Roads	1,000,000				1,000,000		
Bridge and culvert design and permitting	Roads	150,000				150,000		
Works Shop Building Renewal	Roads	100,000						100,000
Water Service for New	Water System	5,000,000		5,000,000				
Water System Existing	Water System	263,106	263,106					
Water Equipment to Extend Life	Water System	45,000	45,000					
Meter Replacement	Water System	30,000	30,000					
		9,768,106	1,788,106	5,000,000	-	1,150,000	-	1,830,000

Town of Erin Capital Projects by Global Rank

Budget Year: 2025
Version: Department Submission
Forecast Periods: 2028

Description	Department	Expenditures	Res. & Res. Funds	DCs	Debt	CCBF GRANT	Other Grants	TAXATION
Hose Cache	Fire	20,000						20,000
Road Restoration Program	Roads	750,000						750,000
Small equipment	Roads	25,000	25,000					
Replacement/rehabilitation of priority bridges and culverts	Roads	1,000,000				1,000,000		
Bridge and culvert design and permitting	Roads	150,000				150,000		
Fleet replacement	Roads	600,000		300,000				300,000
Water Service for New	Water System	5,000,000		5,000,000				
Water System Existing	Water System	290,000	290,000					
Meter Replacement	Water System	30,000	30,000					
		7,865,000	345,000	5,300,000	-	1,150,000	-	1,070,000

Reserves & Reserve Funds

RESERVES & RESERVE FUNDS Forecasts 2023 - 2027

DEPARTMENT	Description	ACTUAL BALANCE DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE DEC 31 2023	Comments
			ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES TAX STABILIZATION RESERVE	1,591,540	-	362,357	1,229,183	Annual Tfr Culvert 10
Unallocated	RESERVES INFRASTRUCTURE RENEWAL	4,669,189	761,354	-	5,430,543	
Unallocated	RESERVE FUND Canada Community Building Fund	1,635,364	510,467	880,779	1,265,052	
Unallocated	RESERVE FUND Modernization Grant	186,168	15,016	199,741	1,442	
Unallocated	RESERVE FUND Blue Triton Community Grant	59,004	29,759	53,839	34,924	
Unallocated	RESERVE FUND Safe Restart - Covid Grant	156,766			156,766	
Unallocated	RESERVE FUND OCIF FORMULA	367,849	795,647	124,274	1,039,222	
TOTAL Unallocated		8,665,880			9,157,132	
Administration	RESERVES ELECTION EXPENSE	14,397	20,000		34,397	Municipal elections
Administration	RESERVES COMPUTER UPGRADES	79,865	-	-	79,865	
Administration	RESERVES ADMIN FILE MANAGEMENT	55,210		4,687	50,523	
Administration	RESERVES ADMIN OFFICE RENO RESERVES	29,157			29,157	
Administration	RESERVES INSURANCE CONTINGENCY	15,573			15,573	
Administration	RESERVE FUND Retirement Benefits	17	1	18	0	
Administration	RESERVE FUND ADMINISTRATION DC FUND	-	24,254	116,098	-	
TOTAL Administration		(499,791)			(576,338)	
Building	RESERVE FUND BUILDING DEPT REVENUE FUND	183,179	14,775	103,261	94,693	
Building	RESERVES BUILDING DEPT CAPITAL	-			-	
TOTAL Building		183,179			94,693	
Econ.Development	RESERVES ECONOMIC DEVELOPMENT	82,644	-	45,886	36,758	
Econ.Development	RESERVE FUND Main St Revitalization Grant	-			-	
TOTAL Economic Development		82,644			36,758	
Fire	RESERVE FUND FIRE SERVICES DC	108,475	61,386	101,228	68,633	DC transfer and interest
Fire	RESERVES FIRE CAPITAL	106,532		23,838	82,694	Messaging Signs
Fire	RESERVES FIREHALL RESERVE	6,704			6,704	

Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	217,675	100,000	-	317,675	
TOTAL Fire			560,970			597,290	
Recreation	RESERVES	CENTRE 2000 CAPITAL	445,984	10,243	7,721	448,506	ECC renovation
Recreation	RESERVES	Barbour Field	119,345			119,345	
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	-			-	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	46,710	6,458	21,229	61,481	
			76,355		6,000	70,355	
						-	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	200,000	-		200,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	1,137,184	190,472	40,661	1,286,995	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	698,053	87,800	22,511	763,342	DC transfer and interest, Loan payment Barbourfields
TOTAL Recreation			2,630,211			2,827,062	
Roads	RESERVES	ROADS CAPITAL	325,308	37,327	64,140	298,495	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	317,684	-	27,995	289,689	
Roads	RESERVES	ROADS Fleet Reserve	469,964	50,000		519,964	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	142,002	11,454		153,456	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	11,881	958		12,839	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	17,842	1,439		19,281	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,257,875	831,130	207,196	1,881,809	DC transfer and interest
TOTAL Roads			2,664,783			3,297,760	
Water	RESERVES	WATER LIFECYCLE	2,782,432	-	27,815	2,754,617	WTR5 \$30k; WTR5 \$22k; WTR6 \$15k; WTR9 \$45k; NEW Water Service \$263k; Communications
Water	RESERVE FUND	Water EA STUDY	39,479	3,184		42,663	
Water	RESERVE FUND	TOWN WATER RESERVE FUND	140,023	11,294		151,317	
Water	RESERVE FUND	WATER DC	74,496	45,459	88,920	31,035	DC transfer and interest
TOTAL Water			3,036,430			2,979,632	
Waste Water	RESERVE FUND	WWTP Front Ended Agreements	19,185,366	75,737,912	74,740,328	20,182,950	
Waste Water	RESERVE FUND	WWTP Working Capital	-	9,974		-	
			9,974				

Waste Water	RESERVE FUND	WWTP Security Deposit	50,000	3,000,000	50,000	3,000,000	DC transfer and interest
Waste Water	RESERVE FUND	Wastewater DCs	267,790	51,539		319,329	
TOTAL Wastewater			19,493,182			23,502,279	
Committee	RESERVES	CEMETERY CAPITAL	92,455		8,853	83,602	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY	9,215	743		9,958	
Committee	RESERVES	HERITAGE RESERVES	89,373	-	40,195	49,178	
Committee	RESERVES	HILLSBURGH COMMUNITY	16,932	-	675	16,257	
Committee	RESERVES	ESAC	1,761	-		1,761	
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,104	573		7,677	
Committee	RESERVE FUND	BIA IMPROVEMENT	-			-	
TOTAL Committee			216,839			168,433	
			37,034,328	82,420,618	77,370,245	42,084,701	

RESERVES & RESERVE FUNDS Forecasts 2023 - 2027

DEPARTMENT	Description	Projected BALANCE DEC 31 2023	2024 TRANSACTIONS		Projected BALANCE DEC 31 2024	Comments	
			ADDITIONS	DISBURSEMENTS			
Unallocated	RESERVES	TAX STABILIZATION RESERVE	1,229,183	410,000	819,183	Stabilize tax rate increase and fund Capital projects. Annual transfer and \$150k Snow plow Culvert 10 completed	
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	5,430,543	860,082	150,000		6,140,625
Unallocated	RESERVE FUND	Canada Community Building Fund	1,265,052	382,436	114,837		1,532,651
Unallocated	RESERVE FUND	Blue Triton Community Grant	34,924	28,163	46,568		16,519
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	156,766		102		156,664
Unallocated	RESERVE FUND	OCIF FORMULA	-				-
			1,039,222	396,324	51,975	1,383,571	Culvert 2053
TOTAL Unallocated			9,157,132			10,050,655	
Administration	RESERVES	ELECTION EXPENSE	34,397	20,000		54,397	Municipal elections
Administration	RESERVES	COMPUTER UPGRADES	79,865	-	34,011	45,854	
Administration	RESERVES	ADMIN FILE MANAGEMENT	50,523		-	50,523	
Administration	RESERVES	ADMIN OFFICE RENO RESERVES	29,157			29,157	
Administration	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Administration	RESERVE FUND	Retirement Benefits	0			0	
Administration	RESERVE FUND	ADMINISTRATION DC	-			-	
			785,854	1,789,754	-	1,003,900	
TOTAL Administration			(576,338)			1,199,405	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	94,693	8,575	55,894	47,374	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
TOTAL Building			94,693			47,374	
Econ.Development	RESERVES	ECONOMIC DEVELOPMENT RESERVES	36,758		-	36,758	DIG Erin Projects
Econ.Development	RESERVE FUND	Main St Revitalization Grant	-			-	
TOTAL Econ Dev			36,758			36,758	
						-	
						-	
Fire	RESERVE FUND	FIRE SERVICES DC	68,633	2,434,631	250,000	2,253,264	Firehall expansion
Fire	RESERVES	FIRE CAPITAL	82,694		7,916	74,778	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	

Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	317,675			317,675	
TOTAL Fire			597,290			2,774,005	
Recreation	RESERVES	CENTRE 2000 CAPITAL	448,506			448,506	
Recreation	RESERVES	Barbour Field	119,345			119,345	
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	-			-	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	61,481	-	12,213	73,694	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	70,355		9,000	61,355	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	200,000	-		200,000	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	1,286,995	166,547		1,453,542	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	763,342	3,401,946	21,141	4,144,147	Loan payment for Barbourfield expansion & offset to operating
TOTAL Recreation			2,827,062			6,353,201	
Roads	RESERVES	ROADS CAPITAL	298,495			298,495	
Roads	RESERVES	ROADS Streetscape	-			-	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	289,689			289,689	
Roads	RESERVES	ROADS Fleet Reserve	519,964	-	-	519,964	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	153,456	13,897		167,353	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	12,839	1,163		14,002	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	19,281	1,746		21,027	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	1,881,809	6,626,331	-	8,508,140	
TOTAL Roads			3,297,760			9,940,897	
Water	RESERVES	WATER LIFECYCLE	2,754,617	-	43,663	2,710,954	
Water	RESERVE FUND	Water EA STUDY	42,663	3,863		46,526	
Water	RESERVE FUND	TOWN WATER RESERVE FUND	151,317	13,703	41,512	123,508	
Water	RESERVE FUND	WATER DC	31,035	1,628,535		1,659,570	
TOTAL Water			2,979,632			4,540,558	
Waste Water	RESERVE FUND	WWTP Front Ended Agreements	20,182,950	14,873,626	7,152,710	27,903,866	
Waste Water	RESERVE FUND	WWTP Working Capital	-			-	
Waste Water	RESERVE FUND	WWTP Security Deposit	3,000,000	7,152,710		10,152,710	Existing Residents contribution
Waste Water	RESERVE FUND	Wastewater DCs	319,329	3,240,727		3,560,056	

TOTAL Wastewater			23,502,279			41,616,632	
Committee	RESERVES	CEMETERY CAPITAL	83,602		-	83,602	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	9,958	902		10,860	
Committee	RESERVES	HERITAGE RESERVES	49,178	14,806	49,755	14,229	
Committee	RESERVES	HILLSBURGH COMMUNITY	16,257			16,257	
Committee	RESERVES	ESAC	1,761			1,761	
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	7,677	232	7,909	-	
TOTAL Committee			168,433			126,709	
			42,084,701	43,060,699	8,459,206	76,686,194	

RESERVES & RESERVE FUNDS Forecasts 2023 - 2027

DEPARTMENT	Description	Projected BALANCE DEC 31 2024	2025 TRANSACTIONS		Projected BALANCE DEC 31 2025	Comments	
			ADDITIONS	DISBURSEMENTS			
Unallocated	RESERVES	TAX STABILIZATION RESERVE	819,183	485,570	333,613		
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	6,140,625	10,040,000	16,180,625		
Unallocated	RESERVE FUND	Canada Community Building Fund	1,532,651	392,379	800,500	1,124,530	Bridges, Culverts
Unallocated	RESERVE FUND	Blue Triton Community Grant	16,519	25,000		41,519	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	156,664		156,664	0	ECC Generator
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	1,383,571	416,140		1,799,711	
TOTAL Unallocated			10,050,655			19,479,998	
Administration	RESERVES	ELECTION EXPENSE	54,397	20,000		74,397	Municipal elections
Administration	RESERVES	COMPUTER UPGRADES	45,854	15,000	-	60,854	
Administration	RESERVES	ADMIN FILE MANAGEMENT	50,523		5,000	45,523	
Administration	RESERVES	ADMIN OFFICE RENO RESERVES	29,157			29,157	
Administration	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Administration	RESERVE FUND	Retirement Benefits	0			0	
Administration	RESERVE FUND	ADMINISTRATION DC FUND	1,003,900	1,843,447		2,847,347	
TOTAL Admin			1,199,405			3,072,851	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	47,374	30,000	-	77,374	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
TOTAL Building			47,374			77,374	
Econ.Development	RESERVES	ECONOMIC DEVELOPMENT	36,758		36,758	0	DIG Erin project ending
Econ.Development	RESERVE FUND	Main St Revitalization Grant	-			-	
TOTAL Economic Development			36,758			0	
Fire	RESERVE FUND	FIRE SERVICES DC FUND	2,253,264	2,507,670	-	4,760,934	
Fire	RESERVES	FIRE CAPITAL	74,778		-	74,778	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	

Fire	RESERVES	FIRE VEHICLE RESERVE	317,675	100,000		417,675	\$200k for Pumper; \$600k tax
TOTAL Fire			2,774,005			5,381,675	
Recreation	RESERVES	CENTRE 2000 CAPITAL	448,506			448,506	
Recreation	RESERVES	Barbour Field	119,345			119,345	
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	- 73,694	11,000		- 62,694	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	61,355			61,355	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	200,000	50,000		250,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	1,453,542	75,000		1,528,542	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	4,144,147	3,504,004	20,945	7,627,207	Loan payment Barbourfields
TOTAL Recreation			6,353,201			9,972,261	
Roads	RESERVES	ROADS CAPITAL	298,495			298,495	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			122,227	
Roads	RESERVES	STREETLIGHTS	289,689	30,900		320,589	
Roads	RESERVES	ROADS Fleet Reserve	519,964	50,000	150,000	419,964	Tandem Axle Snow Plow
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	167,353			167,353	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	14,002			14,002	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	21,027			21,027	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	8,508,140	6,825,121	300,000	15,033,261	Roads Refurbishment
TOTAL Roads			9,940,897			16,396,918	
Water	RESERVES	WATER LIFECYCLE	2,710,954	-		2,710,954	
Water	RESERVE FUND	Water EA STUDY	46,526	3,979		50,505	
Water	RESERVE FUND	TOWN WATER RESERVE FUND	123,508	14,114		137,622	
Water	RESERVE FUND	WATER DC	1,659,570	1,677,391		3,336,961	
TOTAL Water			4,540,558			6,236,042	
Waste Water	RESERVE FUND	WWTP Front Ended Agreements	27,903,866	19,000,000	12,781,207	34,122,659	Estimated completion 2025
Waste Water	RESERVE FUND	WWTP Working Capital	-			-	
Waste Water	RESERVE FUND	WWTP Security Deposit	10,152,710			10,152,710	
Waste Water	RESERVE FUND	Wastewater DCs	3,560,056	3,337,949		6,898,005	
TOTAL Wastewater			41,616,632			51,173,374	
Committee	RESERVES	CEMETERY CAPITAL	83,602			83,602	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	10,860	929		11,789	

Committee	RESERVES	HERITAGE RESERVES	14,229	2,000	16,229	
Committee	RESERVES	HILLSBURGH COMMUNITY	16,257	2,000	18,257	
Committee	RESERVES	Environment & Sustainability ESAC	1,761	2,000	3,761	
Committee	RESERVES	Erin Economic Development		2,000	2,000	
Committee	RESERVES	Parks Recreation & Trails		2,000	2,000	
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	-		-	
Committee	RESERVE FUND	BIA IMPROVEMENT FUND			33,818	
TOTAL Committee			126,709		137,638	
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			76,686,194	49,980,023	14,736,644	111,928,131

RESERVES & RESERVE FUNDS Forecasts 2023 - 2027

DEPARTMENT		Description	Projected BALANCE DEC 31, 2025	2026 TRANSACTIONS		Projected BALANCE DEC 31, 2026	Comments
				ADDITIONS	DISBURSEMENTS		
Unallocated	RESERVES	TAX STABILIZATION RESERVE	333,613	500,000		833,613	Bridges and Culverts
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	16,180,625	1,213,000		17,393,625	
Unallocated	RESERVE FUND	Canada Community Building Fund	1,124,530	400,245	800,500	724,275	
Unallocated	RESERVE FUND	Modernization Grant	-			-	
Unallocated	RESERVE FUND	Blue Triton Community Grant	41,519	25,000		66,519	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	0			(0)	
Unallocated	RESERVE FUND	OCIF Top Up Grant	-			-	
Unallocated	RESERVE FUND	OCIF FORMULA	1,799,711	436,947		2,236,658	
TOTAL Unallocated			19,479,998			21,254,690	
Administration	RESERVES	ELECTION EXPENSE	74,397	20,000	80,000	14,397	Municipal elections
Administration	RESERVES	COMPUTER UPGRADES	60,854	15,000	-	75,854	Final year Image
Administration	RESERVES	ADMIN FILE MANAGEMENT	45,523		5,000	40,523	
Administration	RESERVES	ADMIN OFFICE RENO RESERVES	29,157			29,157	
Administration	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Administration	RESERVE FUND	Retirement Benefits	0			0	
Administration	RESERVE FUND	ADMINISTRATION DC	2,847,347	1,898,750		4,746,097	
TOTAL Administration			3,072,851			4,921,601	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	77,374	230,000		307,374	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
TOTAL Building			77,374			307,374	
Econ.Development	RESERVES	ECONOMIC DEVELOPMENT RESERVES	-		-	-	
Econ.Development	RESERVE FUND	Main St Revitalization Grant	-			-	
TOTAL Economic Development			-			-	
Fire	RESERVE FUND	FIRE SERVICES DC	4,760,934	2,582,900	158,500	7,185,334	Erin Firehall Expansion
Fire	RESERVES	FIRE CAPITAL	74,778			74,778	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	

Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	417,675	100,000		517,675	
TOTAL Fire			5,381,675			7,906,075	
Recreation	RESERVES	CENTRE 2000 CAPITAL	448,506			448,506	
Recreation	RESERVES	Barbour Field	119,345			119,345	
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	-	11,000		-	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	62,694			51,694	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	61,355			61,355	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	250,000	50,000		300,000	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	1,528,542	75,000		1,603,542	
Recreation	RESERVE FUND		7,627,207	3,609,125	-	11,236,331	
TOTAL Recreation			9,972,261			13,717,385	
Roads	RESERVES	ROADS CAPITAL	298,495			-	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			298,495	
Roads	RESERVES	STREETLIGHTS	320,589	30,900		122,227	
Roads	RESERVES	ROADS Fleet Reserve	419,964	50,000	150,000	351,489	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	167,353			319,964	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	14,002			167,353	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	21,027			14,002	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	15,033,261	7,029,875	300,000	21,027	Road Refurbishment
TOTAL Roads			16,396,918			21,763,135	
						23,057,692	
Water	RESERVES	WATER LIFECYCLE	2,710,954	-	-	2,710,954	
Water	RESERVE FUND	Water EA STUDY	50,505	4,098		54,603	
Water	RESERVE FUND	TOWN WATER RESERVE FUND	137,622	14,538		152,160	
Water	RESERVE FUND	WATER DC	3,336,961	1,727,713		5,064,674	
TOTAL Water			6,236,042			7,982,391	
Waste Water	RESERVE FUND	WWTP Front Ended Agreements	34,122,659		34,122,659	0	Estimated completion 2025
Waste Water	RESERVE FUND	WWTP Working Capital	-			-	
Waste Water	RESERVE FUND	WWTP Security Deposit	10,152,710			10,152,710	
Waste Water	RESERVE FUND	Wastewater DCs	6,898,005	3,438,087		10,336,092	
TOTAL Wastewater			51,173,374			20,488,802	

Committee	RESERVES	CEMETERY CAPITAL	83,602		83,602	
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	11,789	957	12,746	
Committee	RESERVES	HERITAGE RESERVES	16,229	2,000	18,229	
Committee	RESERVES	HILLSBURGH COMMUNITY	18,257	2,000	20,257	
Committee	RESERVES	ESAC	3,761	2,000	5,761	
Committee	RESERVES	Erin Economic Development	2,000	2,000	4,000	
Committee	RESERVES	Parks Recreation & Trails	2,000	2,000	4,000	
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	-	-	-	
Committee	RESERVE FUND	BIA IMPROVEMENT	-		-	
TOTAL Committee			137,638		148,595	
			111,928,131	23,473,134	35,616,659	99,784,606

RESERVES & RESERVE FUNDS Forecasts 2023 - 2027

DEPARTMENT	Description	Projected BALANCE DEC 31, 2026	2027 TRANSACTIONS		Projected BALANCE DEC 31, 2027	Comments	
			ADDITIONS	DISBURSEMENTS			
Unallocated	RESERVES	TAX STABILIZATION RESERVE	833,613	500,000	-	1,333,613	Bridges & Culverts
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	17,393,625	1,335,300		18,728,925	
Unallocated	RESERVE FUND	Canada Community Building Fund	724,275	408,250		1,132,525	
Unallocated	RESERVE FUND	Blue Triton Community Grant	66,519	25,000		91,519	
Unallocated	RESERVE FUND	Safe Restart - Covid Grant	- 0			- 0	
Unallocated	RESERVE FUND	OCIF FORMULA	- 2,236,658	458,795		- 2,695,453	
TOTAL Unallocated			21,254,690			23,982,035	
Administration	RESERVES	ELECTION EXPENSE	14,397	20,000	-	34,397	Municipal elections
Administration	RESERVES	COMPUTER UPGRADES	75,854	15,000	-	90,854	
Administration	RESERVES	ADMIN FILE MANAGEMENT	40,523			40,523	
Administration	RESERVES	ADMIN OFFICE RENO RESERVES	29,157			29,157	
Administration	RESERVES	ADMIN-PHONE RESERVE	-			-	
Administration	RESERVES	INSURANCE CONTINGENCY	15,573			15,573	
Administration	RESERVE FUND	Retirement Benefits	0			0	
Administration	RESERVE FUND	ADMINISTRATION DC	4,746,097	1,955,713		6,701,809	
TOTAL Administration			4,921,601			6,912,314	
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	307,374	230,000		537,374	
Building	RESERVES	BUILDING DEPT CAPITAL	-			-	
TOTAL Building			307,374			537,374	
Econ.Development	RESERVES	ECONOMIC DEVELOPMENT RESERVES	-		10,000	- 10,000	
Econ.Development	RESERVE FUND	Main St Revitalization Grant	-			-	
TOTAL Economic Development			-			- 10,000	
Fire	RESERVE FUND	FIRE SERVICES DC	7,185,334	2,660,387		9,845,721	
Fire	RESERVES	FIRE CAPITAL	74,778			74,778	
Fire	RESERVES	FIREHALL RESERVE	6,704			6,704	

Fire	RESERVES	FIRE DEFIBRILLATION	-			-	
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584	
Fire	RESERVES	FIRE VEHICLE RESERVE	517,675	100,000		617,675	
TOTAL Fire			7,906,075			10,666,462	
Recreation	RESERVES	CENTRE 2000 CAPITAL	448,506			448,506	
Recreation	RESERVES	BARBOUR FIELD	119,345			119,345	
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	-	11,000		-	
Recreation	RESERVES	BALLINAFAD COMM CENTRE	51,694			40,694	
			61,355			61,355	
			-			-	
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	300,000	50,000		350,000	
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	1,603,542	75,000		1,678,542	
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	11,236,331	3,717,398		14,953,730	
TOTAL Recreation			13,717,385			17,570,784	
Roads	RESERVES	ROADS CAPITAL	298,495			-	
			-			298,495	
Roads	RESERVES	SIDEWALK REPLACEMENTS	122,227			-	
Roads	RESERVES	STREETLIGHTS	351,489	30,900		122,227	
Roads	RESERVES	ROADS Fleet Reserve	319,964	50,000		382,389	
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons	167,353			369,964	
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND	14,002			167,353	
Roads	RESERVE FUND	DRAINAGE LEVY FUND	21,027			14,002	
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC	21,763,135	7,240,771	300,000	21,027	
TOTAL Roads			23,057,692			28,703,906	Surface treatment \$300k
Water	RESERVES	WATER LIFECYCLE	2,710,954	-	-	-	
Water	RESERVE FUND	Water EA STUDY	54,603	4,221		2,710,954	
Water	RESERVE FUND	TOWN WATER RESERVE FUND	152,160	14,974		167,133	
Water	RESERVE FUND	WATER DC	5,064,674	1,779,544		6,844,218	
TOTAL Water			7,982,391			9,722,305	
Waste Water	RESERVE FUND	WWTP Front Ended Agreements	0	0	-	0	
Waste Water	RESERVE FUND	WWTP Working Capital	-			-	
Waste Water	RESERVE FUND	WWTP Security Deposit	10,152,710			10,152,710	

Waste Water	RESERVE FUND	Wastewater DCs	10,336,092	3,541,230	13,877,322
TOTAL Wastewater			20,488,802		24,030,032
Committee	RESERVES	CEMETERY CAPITAL	83,602		83,602
Committee	RESERVE FUND	ERIN PIONEER CEMETERY RESERVES	12,746	986	13,732
Committee	RESERVES	HERITAGE RESERVES	18,229	2,000	20,229
Committee	RESERVES	HILLSBURGH COMMUNITY	20,257	2,000	22,257
Committee	RESERVES	ESAC	5,761	2,000	7,761
Committee	RESERVES	Erin Economic Development	4,000	2,000	6,000
Committee	RESERVES	Parks Recreation & Trails	4,000	2,000	6,000
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND	-	-	-
Committee	RESERVE FUND	BIA IMPROVEMENT	-		-
TOTAL Committee			148,595		159,580
			99,784,606	24,234,468	310,000
					123,650,249

Debt Summary (Principal & Interest)

A. Debt Summary:

LONG TERM DEBT

The balance of long-term debt is made up of the following:

	2025	2024	2023
Tile drain loan payable 6%, repayable in blended annual payments of \$6,793, due March 2032	\$ 29,621	\$ 36,414	\$ 43,207
Canada Mortgage and Housing Corporation, interest rate 3.99%, repayable in blended payments of \$25,765, due November 2024 - Hillsburgh Streets	\$ -	\$ -	\$ 24,937
Ontario Infrastructure and Lands corporation debenture, interest rate of 3.86%, repayable in semi-annual payments of \$10,178 plus interest, due October 2025 - Barbour field	\$ -	\$ 20,356	\$ 40,712
County of Wellington debenture, interest at variable rates from 1.05% to 2.44%, repayable in variable annual installments, due March 2032 - Hillsburgh Firehall - refinanced 2022	\$ 652,000	\$ 738,000	\$ 823,000
County of Wellington debenture, interest at variable rates from 1.15% to 2.45%, repayable in variable annual installments, due November 2026 - Roads 10 year	\$ 29,000	\$ 56,000	\$ 82,000
County of Wellington debenture, interest at variable rates from 1.15% to 3.20%, repayable in variable annual installments, due November 2036 - Roads 20 year	\$ 764,000	\$ 823,000	\$ 881,000
County of Wellington debenture, interest at variable rates from 1.15% to 3.20%, repayable in variable annual installments, due November 2036 - Fire Station 20 year	\$ 163,000	\$ 176,000	\$ 189,000
County of Wellington debenture, interest at variable rates from 1.15% to 2.45%, repayable in variable annual installments, due November 2026 - Fire Truck 10 year	\$ 81,000	\$ 161,000	\$ 240,000
	<hr/>	<hr/>	<hr/>
	\$ 1,718,621	\$ 2,010,770	\$ 2,323,856

B. [Ontario- ARL2023-Erin T:](#)



Ministry of Municipal Affairs and Housing
 777 Bay Street,
 Toronto, Ontario M5G 2E5

Ministère des affaires municipales et du logement
 777 rue Bay,
 Toronto (Ontario) M5G 2E5

2024 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE:	75405	
MUNID:	23015	
MUNICIPALITY:	Erin T	
UPPER TIER:	Wellington Co	
REPAYMENT LIMIT:		\$ 886,654

FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate		
(a)	20 years @ 5% p.a.	\$ 11,049,666
(a)	15 years @ 5% p.a.	\$ 9,203,163
(a)	10 years @ 5% p.a.	\$ 6,846,505
(a)	05 years @ 5% p.a.	\$ 3,838,747
7% Interest Rate		
(a)	20 years @ 7% p.a.	\$ 9,393,222
(a)	15 years @ 7% p.a.	\$ 8,075,566
(a)	10 years @ 7% p.a.	\$ 6,227,485
(a)	05 years @ 7% p.a.	\$ 3,635,455

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:	Erin T	MMAH CODE:	75405
			1
			\$
Debt Charges for the Current Year			
0210	Principal (SLC 74 3099 01)		1,801,037
0220	Interest (SLC 74 3099 02)		87,258
0299		Subtotal	1,888,295
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)		0
9910		Total Debt Charges	1,888,295
<hr/>			
			1
			\$
Amounts Recovered from Unconsolidated Entities			
1010	Electricity - Principal (SLC 74 3030 01)		0
1020	Electricity - Interest (SLC 74 3030 02)		0
1030	Gas - Principal (SLC 74 3040 01)		0
1040	Gas - Interest (SLC 74 3040 02)		0
1050	Telephone - Principal (SLC 74 3050 01)		0
1060	Telephone - Interest (SLC 74 3050 02)		0
1099		Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)		0
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)		0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)		0
1420		Total Debt Charges to be Excluded	0
9920		Net Debt Charges	1,888,295
<hr/>			
			1
			\$
1610	Total Revenue (SLC 10 9910 01)		39,795,952
Excluded Revenue Amounts			
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)		0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01)		1,065,284
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)		687,631
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)		0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)		53,183
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)		69,074
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)		17,697
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)		391,613
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)		224,885
2256	Deferred revenue earned (Community Benefits) (SLC 10 1815 01)		0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)		0
2253	Other Deferred revenue earned (SLC 10 1814 01)		0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)		0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)		26,186,790
2299		Subtotal	28,696,157
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged		0
2610		Net Revenues	11,099,795
2620		25% of Net Revenues	2,774,949
9930		ESTIMATED ANNUAL REPAYMENT LIMIT	886,654
			(25% of Net Revenues less Net Debt Charges)

* SLC denotes Schedule, Line Column.

Council

A. Budget & Forecasts:

Council 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Expenses						
Labour Costs	176,685	185,576	8,891	189,287	193,073	196,935
Other Expenses	24,500	14,500	(10,000)	14,790	15,086	15,387
Audit, Insurance & Legal	5,530	6,000	470	6,120	6,242	6,367
Total Expenses	206,715	206,076	(639)	210,197	214,401	218,689
Net Total	206,715	206,076	(639)	210,197	214,401	218,689

Advisory Committees

1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	10,395	8,500	(1,895)	8,500	8,500	8,500
Inter Dept Revenue	4,590					
Trf from Reserves and Res	9,078	10,000	922	10,000	10,000	10,000
Funds						
Total Revenue	24,063	18,500	(5,563)	18,500	18,500	18,500
Expenses						
Supplies & Materials	12,813	7,000	(5,813)	7,000	7,000	7,000
General Maintenance &	2,764					
Repairs						
Postage & Courier	612		(612)			
Economic Development	7,354	2,000	(5,354)	2,000	2,000	2,000
Activities						
Advertising	1,500	1,500	0	1,500	1,500	1,500
Community Grants	20,500	30,000	9,500	30,000	30,000	30,000
Other Expenses	8,929	9,500	571	9,500	9,500	9,500
Transfer to Reserve &	1,925		(1,925)			
Reserve Funds						
Inter Org Transfers	34,272					
Total Expenses	90,669	50,000	(40,669)	50,000	50,000	50,000
Net Total	66,606	31,500	(35,106)	31,500	31,500	31,500

Corporate Services

A. Budget & Forecasts:

Corporate 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Penalties & Interest	424,200	428,442	4,242	437,011	445,751	454,666
Other Revenue	75,245	75,998	753	77,518	79,068	80,649
Parks & Recreation Fees	12,875	25,000	12,125	25,500	26,010	26,530
Lease Revenue			0			
Interest Income	120,600	255,000	134,400	245,100	205,202	155,306
Trf from Reserves and Res		20,000	20,000	20,000	20,000	20,000
Funds						
Total Revenue	632,920	804,440	171,520	805,129	776,031	737,151
Expenses						
Labour Costs	1,719,845	2,292,082	572,237	2,337,924	2,384,682	2,452,455
Supplies & Materials	71,548	93,206	21,658	175,071	96,971	98,910
Consulting	31,030	41,030	10,000	41,851	42,688	43,541
Service Agreements	153,581	49,733	(103,848)	50,728	51,743	52,778
General Maintenance &	16,232	18,917	2,685	19,295	19,681	20,075
Repairs						
IT Services	151,994	180,458	28,464	184,067	187,748	191,503
Postage & Courier	8,000	10,000	2,000	10,200	10,404	10,612
Telephone	12,629	37,095	24,466	37,837	38,594	39,366
Hydro	14,392	14,824	432	15,120	15,422	15,730
Natural Gas	4,654	2,050	(2,604)	2,091	2,133	2,176
Advertising	21,102	21,735	633	22,170	22,613	23,065
Other Expenses	90,118	143,621	53,503	146,493	149,423	152,412
Contingency	8,510		(8,510)			
Audit, Insurance & Legal	160,683	272,797	112,114	278,253	283,818	289,494
Transfer to Reserve &	36,250	15,750	(20,500)	16,065	16,386	16,714
Reserve Funds						
Total Expenses	2,500,568	3,193,298	692,730	3,337,165	3,322,306	3,408,831
Net Total	1,867,648	2,388,858	521,210	2,532,036	2,546,275	2,671,680

Planning & Development

(Economic Development /Building/Planning/By-law & Crossing Guards)

A. Budget & Forecasts:

Planning 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	268,722	95,000	(173,722)	70,400	45,808	46,224
Cost Recovery	300,000					
Trf from Reserves and Res Funds	57,691					
Total Revenue	626,413	95,000	(531,413)	70,400	45,808	46,224
Expenses						
Labour Costs	327,863	560,647	232,784	571,860	583,297	594,964
Supplies & Materials	1,058	859	(199)	877	895	913
Consulting	108,070	111,777	3,707	114,013	116,294	118,620
Service Agreements	7,081					
IT Services	20,060					
LPAT	0	25,000	25,000	25,500	26,010	26,530
Advertising	8,160	8,405	245	8,573	8,744	8,919
Grants	11,500					
Other Expenses	2,679	5,259	2,580	5,364	5,471	5,580
Audit, Insurance & Legal	64,835	67,469	2,634	68,818	70,195	71,599
Inter Org Transfers	1,367					
Total Expenses	552,673	779,416	226,743	795,005	810,906	827,125
Net Total	(73,740)	684,416	758,156	724,605	765,098	780,901

Building

1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	110,100	135,403	25,303	138,111	140,873	143,690
Building Permits	750,000	1,500,000	750,000	1,530,000	1,560,600	1,591,812
Total Revenue	860,100	1,635,403	775,303	1,668,111	1,701,473	1,735,502
Expenses						
Labour Costs	553,278	912,976	359,698	931,235	949,859	968,856
Supplies & Materials	4,929	5,076	147	5,177	5,281	5,386
Consulting	101,050	50,000	(51,050)	51,000	52,020	53,060
Service Agreements	964		(964)			
IT Services	28,173	53,476	25,303	54,545	55,636	56,749
Telephone	2,111	3,183	1,072	3,247	3,312	3,378
Fuel	3,370	3,370	0	3,437	3,506	3,576
Vehicle Maintenance	3,030	3,060	30	3,121	3,183	3,247
Advertising	2,500	4,480	1,980	4,570	4,661	4,754
Other Expenses	7,854	13,007	5,153	13,267	13,533	13,804
Audit, Insurance & Legal	12,675	13,631	956	13,904	14,183	14,467
Transfer to Reserve & Reserve	30,900	30,000	(900)	230,000	230,000	230,000
Funds						
Inter Org Transfers			0			
Total Expenses	750,834	1,092,259	341,425	1,313,503	1,335,174	1,357,277
Net Total	(109,266)	(543,144)	(433,878)	(354,608)	(366,299)	(378,225)

Economic Development
1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Grants	25,000	25,000	0	25,500	26,010	26,530
Trf from Reserves and Res Funds	-10,000	10,000	0	10,200	10,404	10,612
Total Revenue	35,000	35,000	0	35,700	36,414	37,142
Expenses						
Labour Costs	137,524	133,892	(3,632)	136,570	139,302	142,088
Supplies & Materials	3,787	3,905	118	3,984	4,064	4,145
Economic Development Activities	73,845	223,092	149,247	227,554	232,105	236,748
Advertising	18,875	23,000	4,125	23,460	23,929	24,408
Other Expenses	48,038	50,215	2,177	50,420	50,629	50,841
Audit, Insurance & Legal	4,460	4,906	446	5,004	5,104	5,206
Total Expenses	286,529	439,010	152,481	446,992	455,133	463,436
Net Total	251,529	404,010	152,481	411,292	418,719	426,294

Municipal Enforcement & Crossing Guard
1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	20,568	20,773	205	21,189	21,612	22,044
Building Permits	2,500	500	(2,000)	510	520	530
Total Revenue	23,068	20,773	(2,295)	21,189	21,612	22,044
Expenses						
Labour Costs	175,088	171,654	(3,434)	175,087	178,589	182,161
Supplies & Materials	1,286	1,323	37	1,349	1,375	1,403
Consulting	1,020	1,020	0	1,040	1,061	1,082
Service Agreements	61,616	56,616	(5,000)	57,748	58,903	60,081
Telephone	642	661	19	674	687	701
Vehicle Maintenance	1,040	7,000	5,960	7,140	7,283	7,429
Other Expenses	3,135	4,104	969	4,186	4,270	4,355
Audit, Insurance &	13,895	6,854	(7,041)	6,991	7,130	7,273
Legal						
Total Expenses	257,722	249,232	(8,490)	254,215	259,298	264,485
Net Total	234,654	228,459	(6,195)	233,026	237,686	242,441

Conservation Authorities

A. Budget & Forecast

Conservation Authorities 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Expenses						
Conservation Authorities						
2300 Conservation Authorities						
10-2300-5785 CVCA	84,466	88,625	4,159	90,398	92,206	94,050
10-2300-5786 GRCA	80,462	82,570	2,108	84,221	85,905	87,623
Total 2300 Conservation	164,928	171,195	6,267	174,619	178,111	181,673
Authorities						
Total Conservation Authorities	164,928	171,195	6,267	174,619	178,111	181,673
Total Expenses	164,928	171,195	6,267	174,619	178,111	181,673
Net Total	164,928	171,195	6,267	174,619	178,111	181,673

Fire & Emergency Services

A. Budget & Forecasts:

Fire 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	42,444	42,666	222	43,519	44,389	45,277
Fire & Emergency Fees	26,785	26,000	(785)	26,520	27,050	27,591
Lease Revenue	29,627	35,000	5,373	35,700	36,414	37,142
Other Agreements	73,542	105,000	31,458	107,100	109,242	111,427
Trf from Reserves and Res	50,000	50,000	0	51,000	52,020	53,060
Funds						
Total Revenue	222,398	258,666	36,268	263,839	269,115	274,497
Expenses						
Labour Costs	605,961	612,202	6,241	624,445	813,999	830,279
Supplies & Materials	48,757	53,700	4,943	54,774	55,870	56,986
Equipment	13,681	13,845	164	14,122	14,404	14,691
Service Agreements	64,088	84,854	20,766	86,551	88,282	90,047
Winter Control	12,608	16,015	3,407	16,335	16,662	16,995
General Maintenance &	27,501	41,119	13,618	41,941	42,780	43,636
Repairs						
IT Services	2,143	2,225	82	2,270	2,315	2,361
Postage & Courier	321	330	9	337	344	351
Telephone	8,534	6,977	(1,557)	7,116	7,259	7,405
Hydro	21,806	21,226	(580)	21,651	22,084	22,526
Natural Gas	12,090	11,708	(382)	11,943	12,182	12,426
Fuel	5,358	3,620	(1,738)	3,692	3,766	3,841
Vehicle Maintenance	44,471	45,820	1,349	46,734	47,671	48,625
Advertising	3,121	2,000	(1,121)	2,040	2,081	2,123
Community Grants	3,000	3,000	0	3,030	3,061	3,092
Other Expenses	62,769	80,915	18,146	82,534	84,185	85,868
Audit, Insurance & Legal	52,611	71,907	19,296	73,345	74,812	76,308
Debt Servicing	30,776	23,805	(6,971)	24,281	24,767	25,262
Transfer to Reserve &	100,000	100,000	0	100,000	100,000	100,000
Reserve Funds						
Total Expenses	1,119,596	1,195,268	75,672	1,217,141	1,416,524	1,442,822
Net Total	897,198	936,602	39,404	953,302	1,147,409	1,168,325

Infrastructure Services / Roads

A. Budget & Forecasts:

Roads

1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	15,450	30,300	14,850	30,906	31,524	32,154
Grants	12,000					
Gravel Levy	160,000	160,000	0	163,200	166,464	169,793
Trf from Reserves and Res	27,000					
Funds						
Total Revenue	214,450	190,300	(24,150)	194,106	197,988	201,947
Expenses						
Labour Costs	1,377,161	1,743,785	366,624	1,807,685	2,659,610	3,212,506
Supplies & Materials	55,372	52,447	(2,925)	53,495	54,565	55,657
Equipment	14,793	15,000	207	15,300	15,606	15,918
Gravel Resurface	446,592	459,990	13,398	469,190	478,574	488,145
Sanding	205,999	100,000	(105,999)	102,000	104,040	106,121
Calcium	199,757	229,721	29,964	234,315	239,001	243,781
Consulting	87,373	72,828	(14,545)	74,285	75,771	77,286
Roads Maintenance	241,373	246,293	4,920	251,219	256,243	261,369
Resealing	88,434	40,000	(48,434)	40,800	41,616	42,448
Service Agreements	20,400	25,000	4,600	25,500	26,010	26,530
Winter Control	27,968	39,155	11,187	39,938	40,737	41,552
General Maintenance &	8,405	2,500	(5,905)	2,550	2,601	2,653
Repairs						
Sidewalk Maintenance	48,223		(48,223)			
IT Services	7,803	4,682	(3,121)	4,776	4,872	4,969
Telephone	9,645	4,287	(5,358)	4,373	4,460	4,549
Hydro	9,645	9,937	292	10,136	10,339	10,546
Natural Gas	9,001	7,500	(1,501)	7,650	7,803	7,959
Fuel	193,125	181,500	(11,625)	185,130	188,833	192,610
Vehicle Maintenance	240,000	241,850	1,850	246,687	251,621	256,654
Advertising	1,071	2,678	1,607	2,732	2,787	2,843
Other Expenses	17,358	19,175	1,817	19,559	19,950	20,349
Audit, Insurance & Legal	64,035	64,397	362	65,685	66,999	68,339
Debt Servicing	40,839	25,030	(15,809)	25,531	26,042	26,563
Transfer to Reserve &	50,000	50,000	0	50,000	50,000	50,000
Reserve Funds						
Total Expenses	3,464,372	3,637,755	173,383	3,738,536	4,628,080	5,219,347
Net Total	3,249,922	3,447,455	197,533	3,544,430	4,430,092	5,017,400

Streetlights

A. Budget & Forecast

Streetlights 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Streetlights	142,869	120,545	(22,324)	122,956	125,415	127,923
Total Revenue	142,869	120,545	(22,324)	122,956	125,415	127,923
Expenses						
General Maintenance & Repairs	21,012	15,500	(5,512)	15,810	16,126	16,448
Hydro	49,294	45,864	(3,430)	46,781	47,716	48,670
Audit, Insurance & Legal	428	428	0	437	446	455
Transfer to Reserve & Reserve Funds	72,135	58,753	(13,382)	59,928	61,127	62,350
Total Expenses	142,869	120,545	(22,324)	122,956	125,415	127,923
Net Total						

Infrastructure Services / Water & Wastewater

A. Budget & Forecasts:

Water

1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Penalties & Interest	21,218	21,218	0	21,642	22,075	22,517
Other Revenue	12,474	6,131	(6,343)	6,254	6,379	6,507
Water Revenues	1,358,663	1,214,062	(144,601)	1,238,343	1,263,110	1,288,372
Trf from Reserves and Res		63,678	63,678	64,952	66,251	67,576
Funds						
Total Revenue	1,392,355	1,305,089	(87,266)	1,331,191	1,357,815	1,384,972
Expenses						
Labour Costs	126,536	147,443	20,907	150,392	153,399	156,468
Supplies & Materials	1,000	2,000	1,000	2,040	2,081	2,123
Equipment			0			
Service Agreements	696,411	836,984	140,573	853,724	870,799	888,215
Winter Control		21,000	21,000	21,420	21,849	22,285
General Maintenance &	(19,467)	116,337	135,804	118,664	121,037	123,458
Repairs						
IT Services	3,850	2,500	(1,350)	2,550	2,601	2,653
Postage & Courier	1,260	4,300	3,040	4,386	4,474	4,563
Telephone	2,786	4,453	1,667	4,542	4,633	4,726
Hydro	136,578	110,000	(26,578)	112,200	114,444	116,733
Other Expenses	10,268	40,072	29,804	40,873	41,690	42,524
Audit, Insurance & Legal	17,001	20,000	2,999	20,400	20,808	21,224
Trf to Res. and Res. Funds	416,132		(416,132)			
Total Expenses	1,392,355	1,305,089	(87,266)	1,331,191	1,357,815	1,384,972
Net Total						

Wastewater
1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Trf from Reserves and Res Funds	142,650	183,984	41,334	187,664	191,417	195,245
Total Revenue	142,650	183,984	41,334	187,664	191,417	195,245
Expenses						
Consulting	38,200	76,400	38,200	77,928	79,487	81,075
Audit, Insurance & Legal	104,450	107,584	3,134	109,736	111,930	114,170
Total Expenses	142,650	183,984	41,334	187,664	191,417	195,245
Net Total						

Infrastructure Services / Parks, Recreation & Culture

A. Budget & Forecasts:

Parks & Recreation 1st Draft 2025 Budget & 2026-2028 Forecasts

	2024 Total Budget	2025 Total Budget	2025 vs 2024 Variance	2026 Forecast	2027 Forecast	2028 Forecast
Revenue						
Other Revenue	36,565	28,113	(8,452)	28,675	29,249	29,834
Parks & Recreation Fees	591,671	744,172	152,501	759,054	774,234	789,720
Lease Revenue	0	22,721	22,721	23,175	23,639	24,112
Trf from Reserves and Res	72,000	64,500	(7,500)	64,500	64,500	64,500
Funds						
Total Revenue	700,236	859,506	159,270	875,404	891,622	908,166
Expenses						
Labour Costs	730,233	1,407,089	676,856	1,464,256	2,250,874	2,670,124
Supplies & Materials	74,217	83,509	9,292	85,181	86,884	88,623
Equipment	35,932	40,214	4,282	41,018	41,838	42,675
Consulting	1,000	1,000	0	1,020	1,040	1,061
Service Agreements	93,327	58,165	(35,162)	59,328	60,514	61,724
Winter Control	56,148	54,648	(1,500)	55,741	56,856	57,993
General Maintenance &	180,026	164,594	(15,432)	167,887	171,245	174,669
Repairs						
IT Services	22,941	23,629	688	24,102	24,584	25,076
Telephone	13,267	13,517	250	13,787	14,063	14,344
Hydro	134,743	176,902	42,159	180,439	184,048	187,729
Natural Gas	113,613	69,398	(44,215)	70,786	72,202	73,646
Fuel	5,000	5,712	712	5,826	5,943	6,062
Water & Sewage	16,000	10,640	(5,360)	10,852	11,069	11,291
Vehicle Maintenance	24,700	13,188	(11,512)	13,452	13,720	13,994
Advertising	3,052	3,836	784	3,912	3,991	4,071
Emergency Declaration	3,500	2,105	(1,395)	2,147	2,190	2,234
Expenses						
Other Expenses	18,992	29,551	10,559	30,143	30,745	31,359
Audit, Insurance & Legal	45,093	54,106	9,013	55,189	56,294	57,420
Debt Servicing	14,868	589	(14,279)	601	613	625
Transfer to Reserve &	26,264	9,702	(16,562)	9,786	9,872	9,959
Reserve Funds						
Total Expenses	1,612,916	2,222,094	609,178	2,295,453	3,098,585	3,534,679
Net Total	912,680	1,362,588	449,908	1,420,049	2,206,963	2,626,513

Open

2025 Budget Resident Survey
2025 Municipal Budget Resident Survey

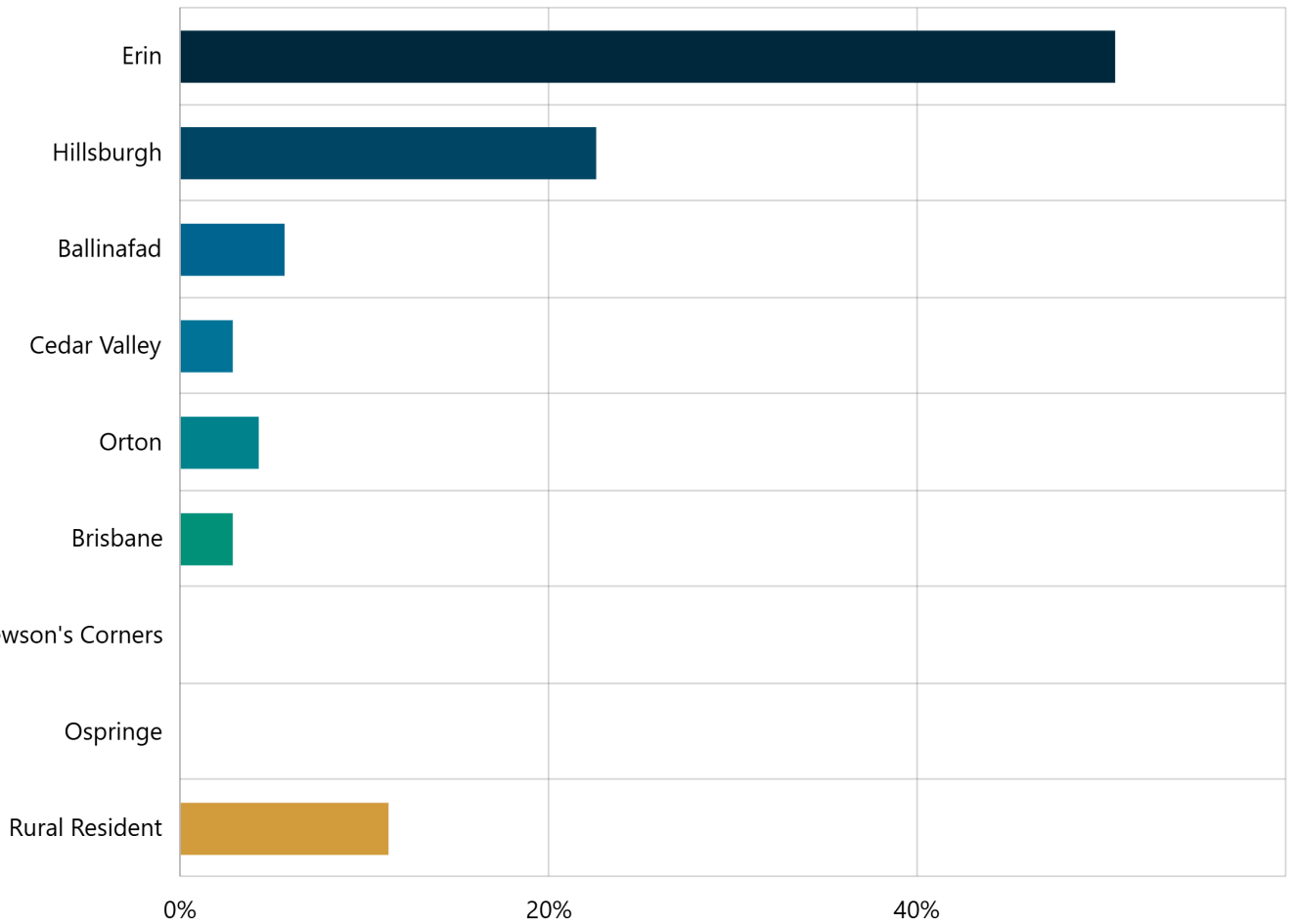
68
Contributors

71
Contributions

Contribution Summary

1. What part of Erin do you live in or are closest to? Required

Multi Choice | Skipped: 0 | Answered: 71 (100%)

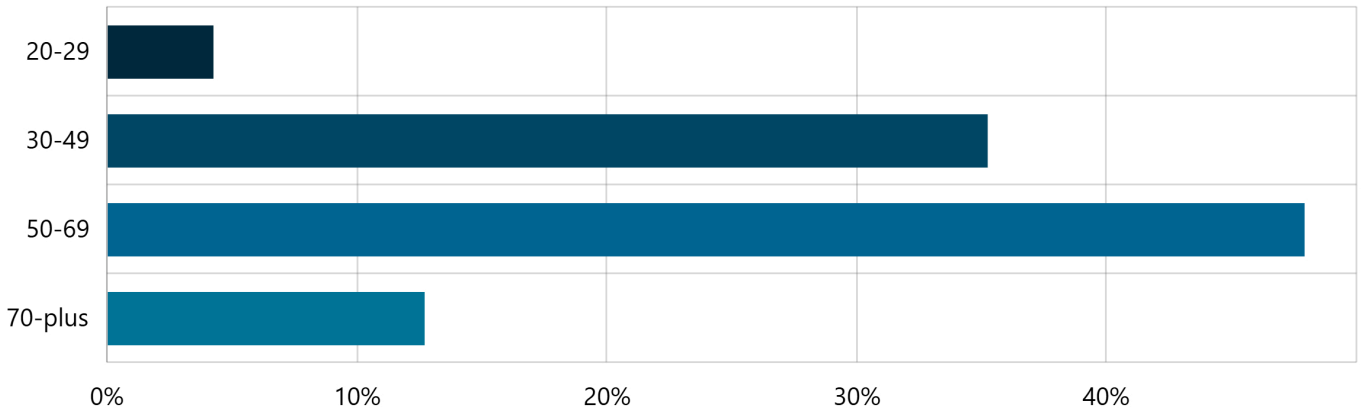


Answer choices	Percent	Count
Erin	50.70%	36
Hillsburgh	22.54%	16
Ballinafad	5.63%	4
Cedar Valley	2.82%	2
Orton	4.23%	3

Brisbane	2.82%	2
Cedar Valley	0%	0
Crewson's Corners	0%	0
Ospringle	0%	0
Rural Resident	11.27%	8
Total	100.00%	71

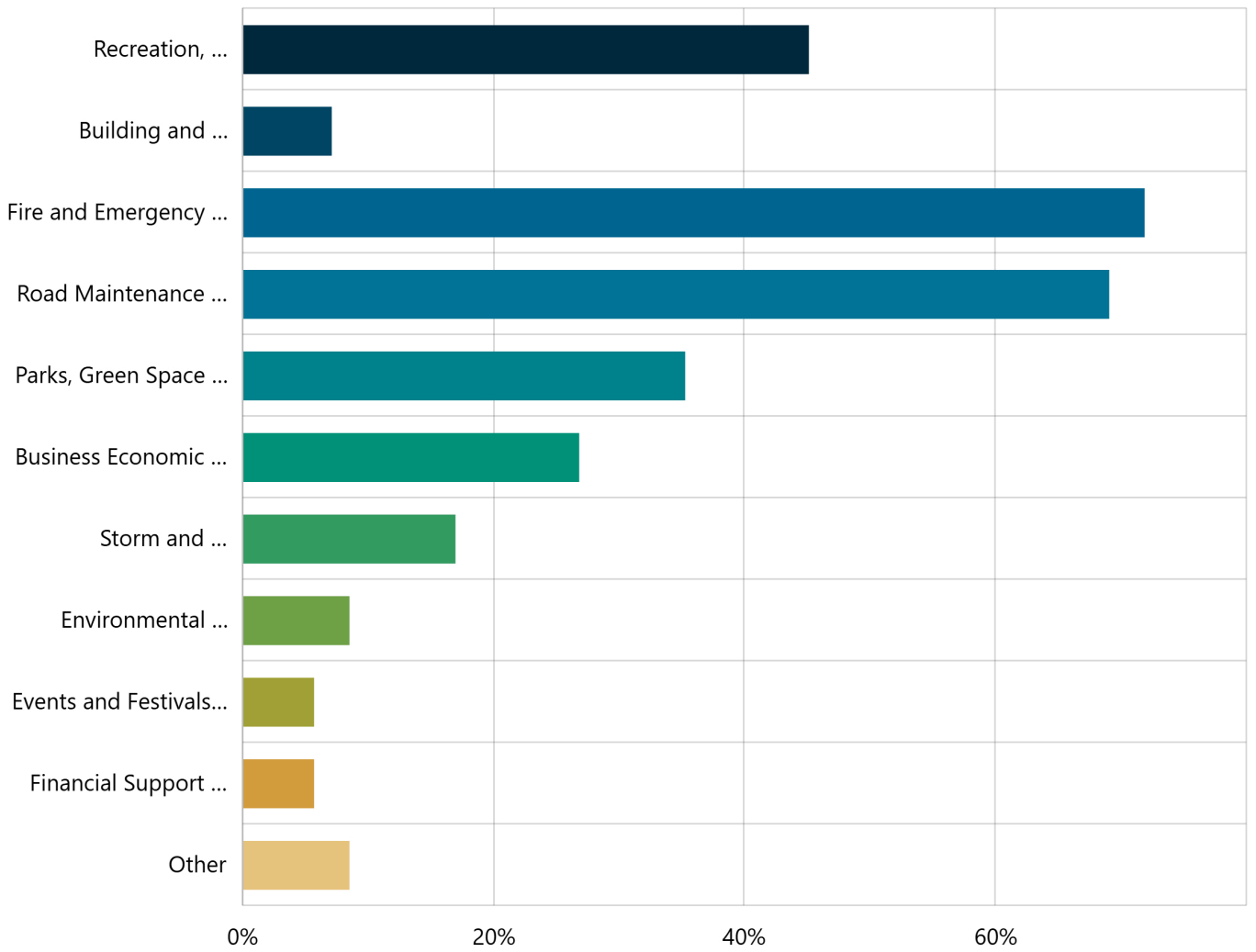
2. What is your age range? Required

Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
20-29	4.23%	3
30-49	35.21%	25
50-69	47.89%	34
70-plus	12.68%	9
Total	100.00%	71

3. What are the most important services that are provided by the Town. Please select the top three. Required
 Multi Choice | Skipped: 0 | Answered: 71 (100%)

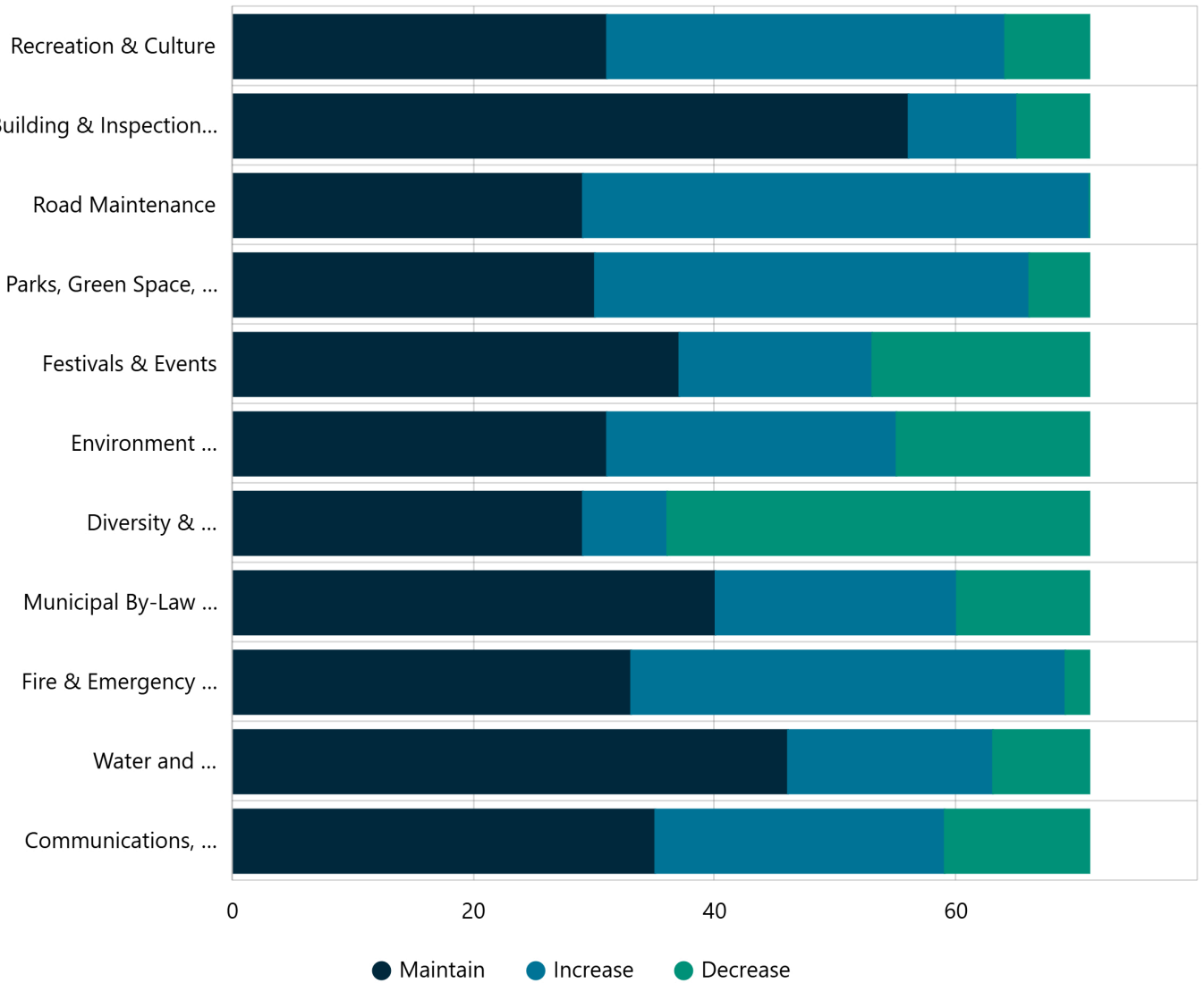


Answer choices	Percent	Count
Recreation, Facilities, and Culture	45.07%	32
Building and Inspection Services	7.04%	5
Fire and Emergency Services	71.83%	51
Road Maintenance and Traffic Operations	69.01%	49
Parks, Green Space and Trails	35.21%	25
Business Economic Development, Investment in the Community	26.76%	19
Storm and wastewater Management	16.90%	12
Environmental Programs and Initiatives	8.45%	6
Events and Festivals (Touch-a-Truck, Canada Day)	5.63%	4

Financial Support of Community Groups (Grants)	5.63%	4
Other	8.45%	6

4. Which of the following sectors would you increase, decrease, or maintain funding for? Required

Matrix | Skipped: 0 | Answered: 71 (100%)

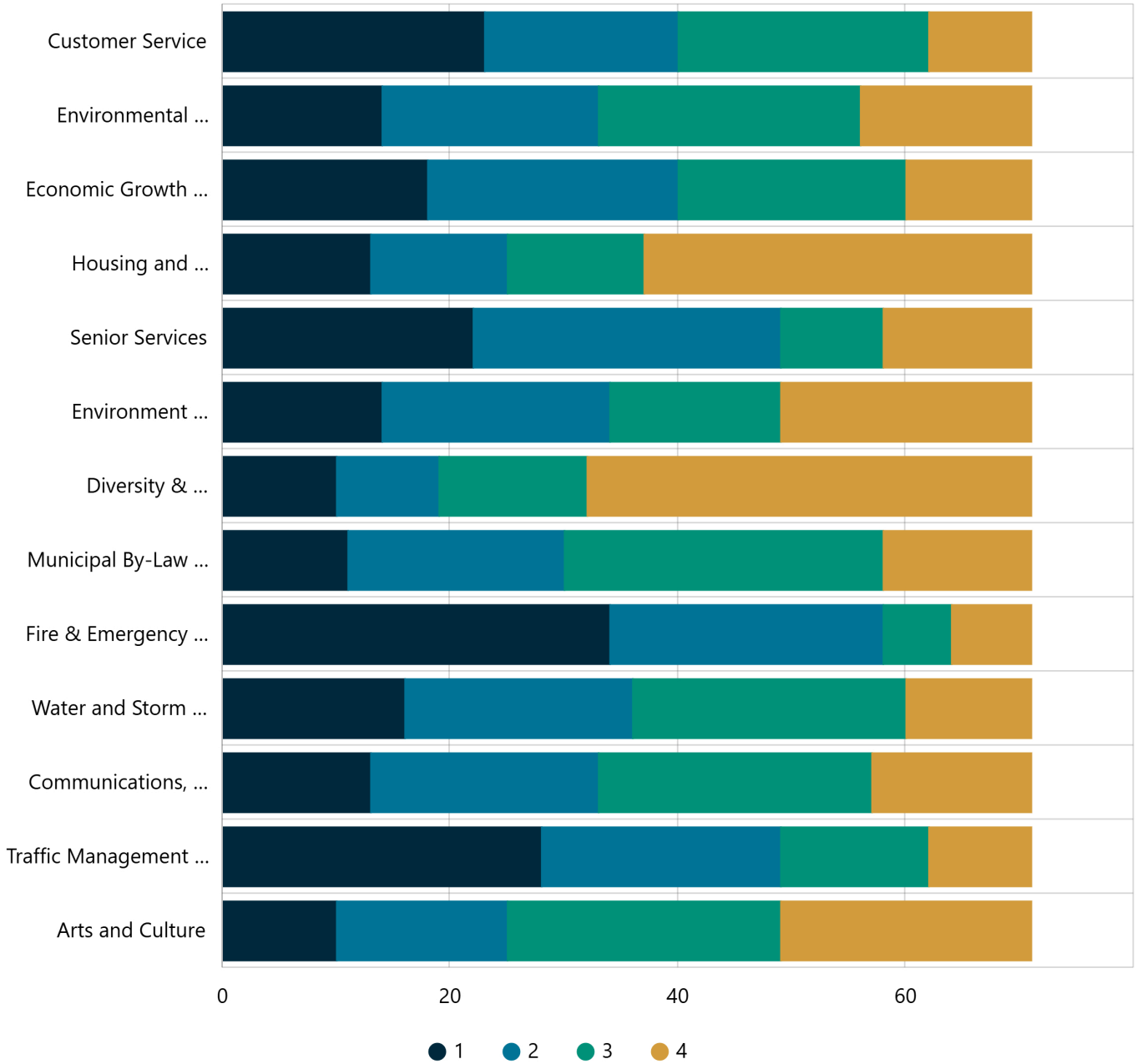


	Maintain	Increase	Decrease	Count	Score
Recreation & Culture	43.66% 31	46.48% 33	9.86% 7	71	1.66
Building & Inspection Services	78.87% 56	12.68% 9	8.45% 6	71	1.30
Road Maintenance	40.85% 29	59.15% 42	0% 0	71	1.59
Parks, Green Space, Trails	42.25% 30	50.70% 36	7.04% 5	71	1.65
Festivals & Events	52.11% 37	22.54% 16	25.35% 18	71	1.73

Environment Programs & Green Initiatives	43.66% 31	33.80% 24	22.54% 16	71	1.79
Diversity & Inclusion Programming	40.85% 29	9.86% 7	49.30% 35	71	2.08
Municipal By-Law Enforcement	56.34% 40	28.17% 20	15.49% 11	71	1.59
Fire & Emergency Services	46.48% 33	50.70% 36	2.82% 2	71	1.56
Water and Stormwater Management	64.79% 46	23.94% 17	11.27% 8	71	1.46
Communications, Public Relations & Community Outreach	49.30% 35	33.80% 24	16.90% 12	71	1.68

5. As a resident of Erin, what programs or service enhancements would improve your level of satisfaction with how your tax dollars are invested? Rank from 1 to 4, with 1 being the most important. Required

Matrix | Skipped: 0 | Answered: 71 (100%)



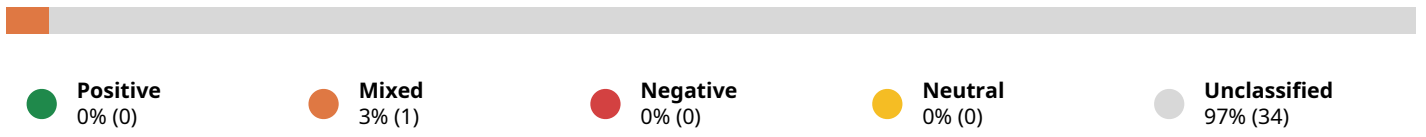
	1	2	3	4	Count	Score
Customer Service	32.39% 23	23.94% 17	30.99% 22	12.68% 9	71	2.24
Environmental Sustainability and safeguards	19.72% 14	26.76% 19	32.39% 23	21.13% 15	71	2.55
Economic Growth and Business	25.35% 18	30.99% 22	28.17% 20	15.49% 11	71	2.34

Support						
Housing and Residential Development	18.31% 13	16.90% 12	16.90% 12	47.89% 34	71	2.94
Senior Services	30.99% 22	38.03% 27	12.68% 9	18.31% 13	71	2.18
Environment Programs & Green Initiatives	19.72% 14	28.17% 20	21.13% 15	30.99% 22	71	2.63
Diversity & Inclusion Programming	14.08% 10	12.68% 9	18.31% 13	54.93% 39	71	3.14
Municipal By-Law Enforcement	15.49% 11	26.76% 19	39.44% 28	18.31% 13	71	2.61
Fire & Emergency Services	47.89% 34	33.80% 24	8.45% 6	9.86% 7	71	1.80
Water and Storm Water Management	22.54% 16	28.17% 20	33.80% 24	15.49% 11	71	2.42
Communications, Public Relations & Community Outreach	18.31% 13	28.17% 20	33.80% 24	19.72% 14	71	2.55
Traffic Management and road Safety	39.44% 28	29.58% 21	18.31% 13	12.68% 9	71	2.04
Arts and Culture	14.08% 10	21.13% 15	33.80% 24	30.99% 22	71	2.82

6. Is there another municipal service improvement we could make that you would like to bring to our attention?

Short Text | Skipped: 36 | Answered: 35 (49.3%)

Sentiment



Tags

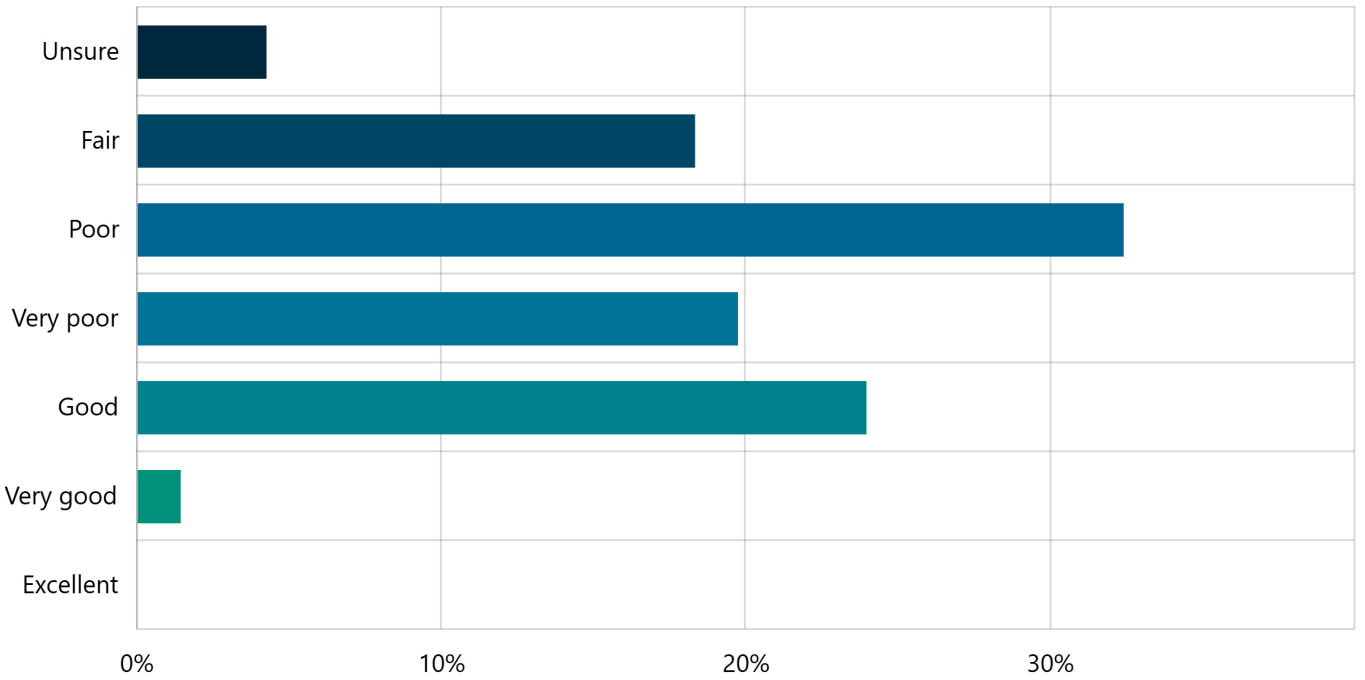
No tag data

Featured Contributions

No featured contributions

7. How would you rate the value of service you receive for your tax dollars? Required

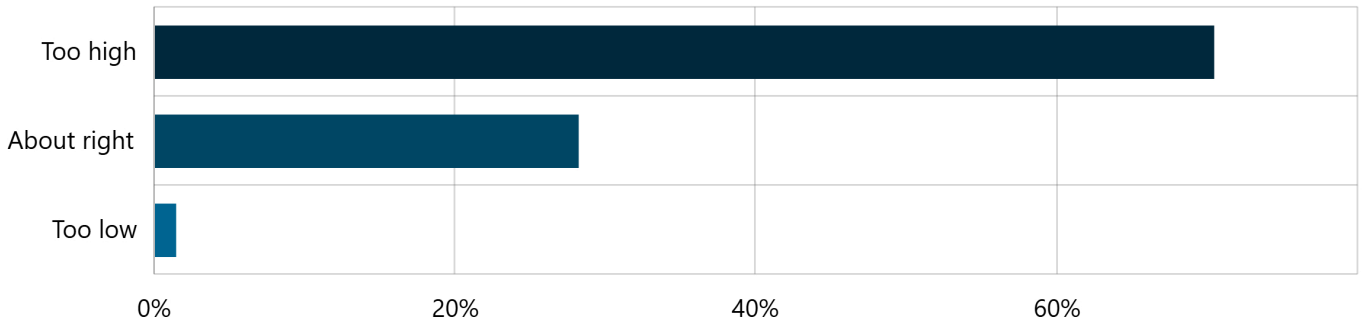
Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
Unsure	4.23%	3
Fair	18.31%	13
Poor	32.39%	23
Very poor	19.72%	14
Good	23.94%	17
Very good	1.41%	1
Excellent	0%	0
Total	100.00%	71

8. Do you think the current property tax rates are: Required

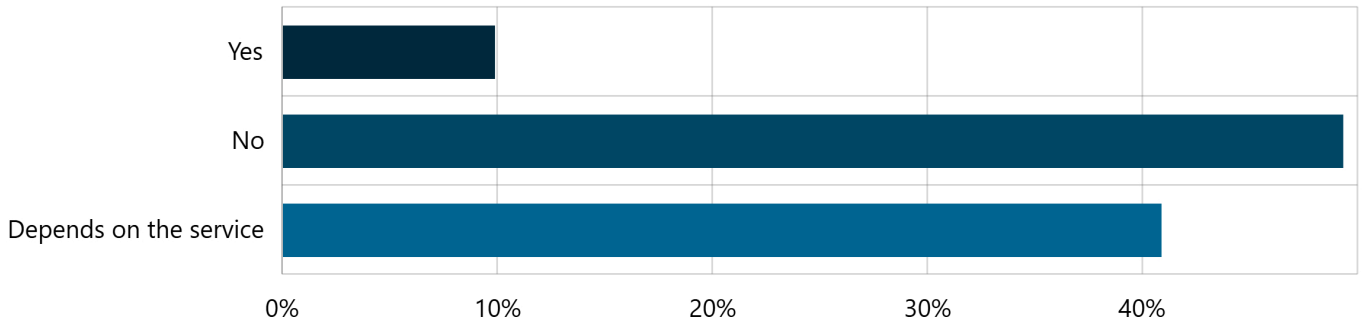
Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
Too high	70.42%	50
About right	28.17%	20
Too low	1.41%	1
Total	100.00%	71

9. Would you support a tax increase if it meant improving critical services like infrastructure upgrades and road maintenance? Required

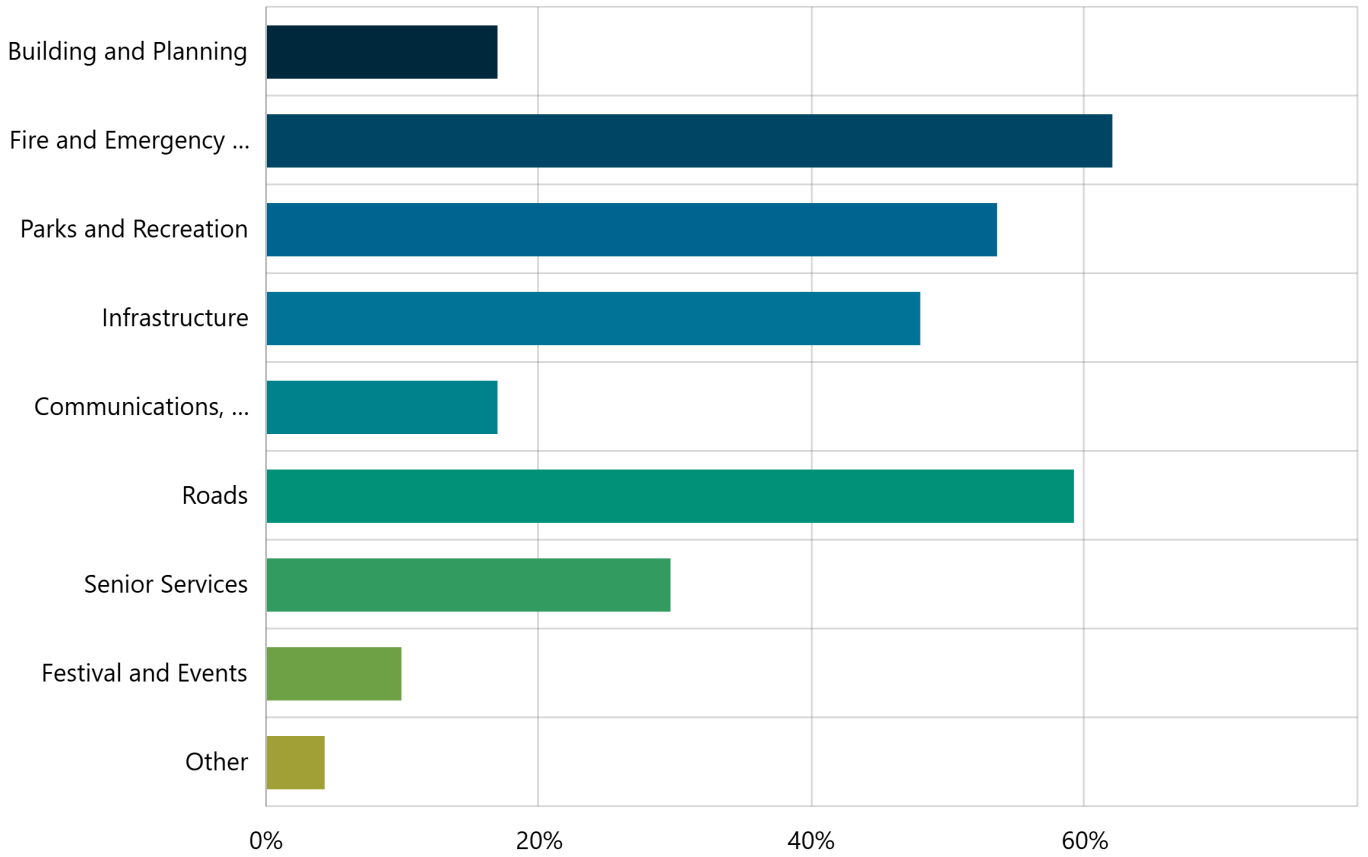
Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
Yes	9.86%	7
No	49.30%	35
Depends on the service	40.85%	29
Total	100.00%	71

10. In which area should the Town invest more in? Pick your top 3. Required

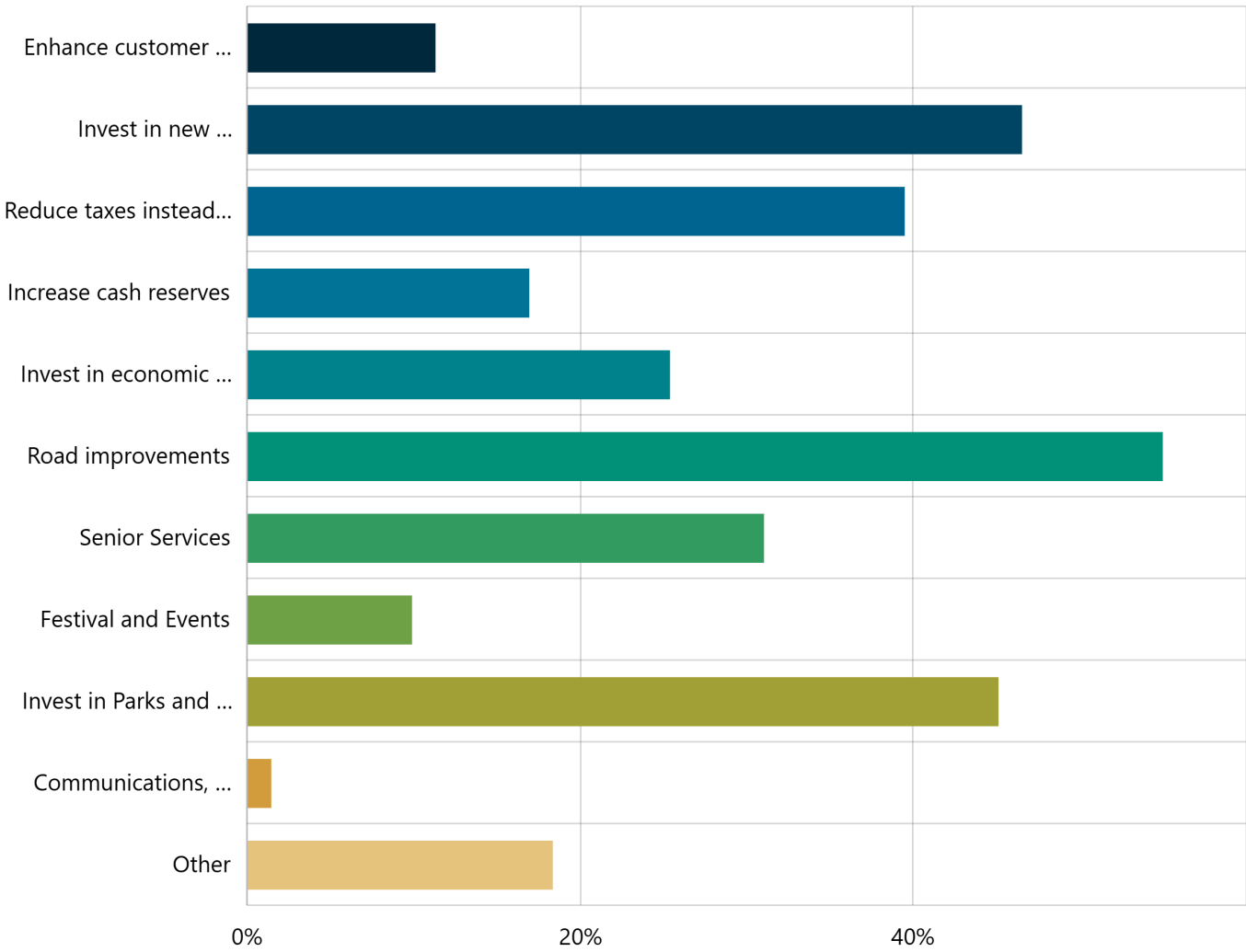
Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
Building and Planning	16.90%	12
Fire and Emergency Services	61.97%	44
Parks and Recreation	53.52%	38
Infrastructure	47.89%	34
Communications, Engagement and Public Relations	16.90%	12
Roads	59.15%	42
Senior Services	29.58%	21
Festival and Events	9.86%	7
Other	4.23%	3

11. If the Town had an increase in revenue, how would you prefer it is invested? Pick your top 3. Required

Multi Choice | Skipped: 0 | Answered: 71 (100%)

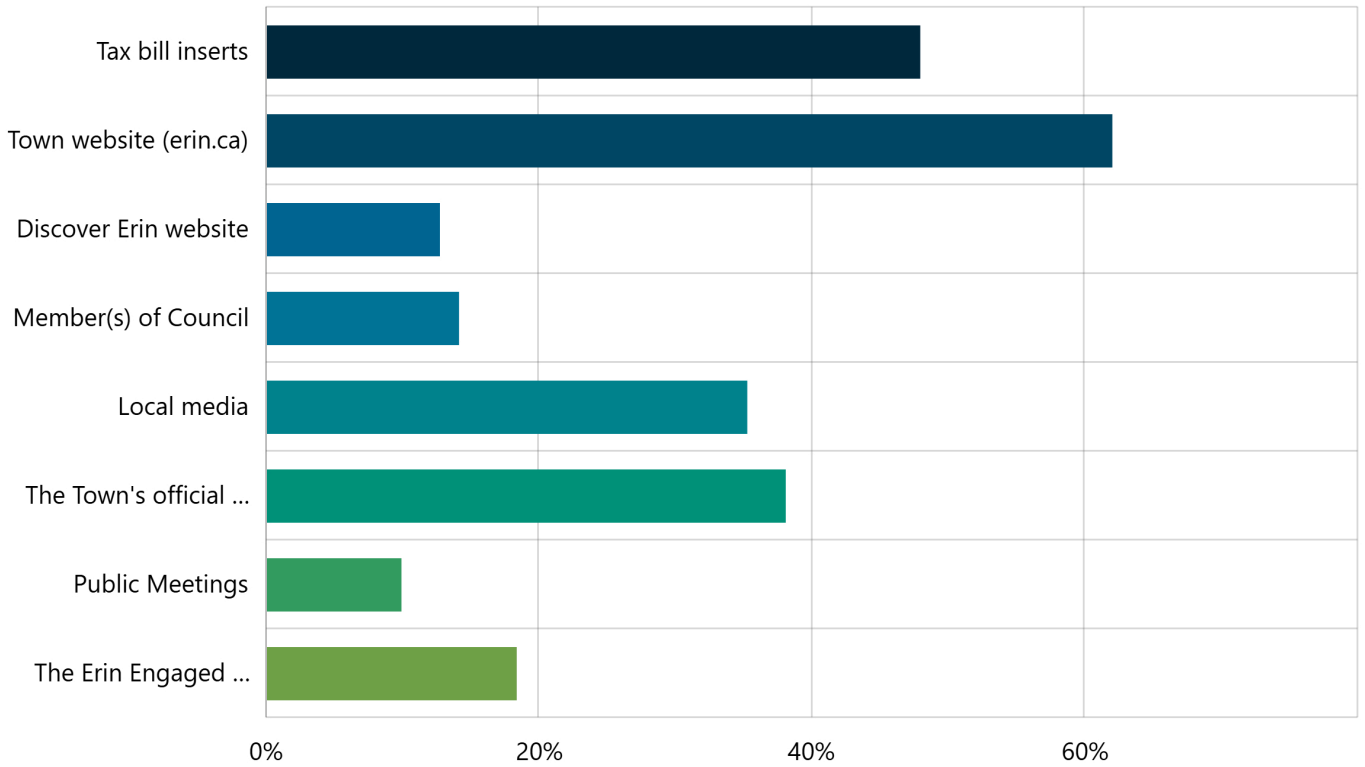


Answer choices	Percent	Count
Enhance customer service	11.27%	8
Invest in new infrastructure	46.48%	33
Reduce taxes instead of expanding, improving services	39.44%	28
Increase cash reserves	16.90%	12
Invest in economic development and business support	25.35%	18
Road improvements	54.93%	39
Senior Services	30.99%	22
Festival and Events	9.86%	7
Invest in Parks and Recreation Facilities	45.07%	32

Communications, outreach and public relations	1.41%	1
Other	18.31%	13

12. How do you receive information on the Town's budget and process? Select all that apply. Required

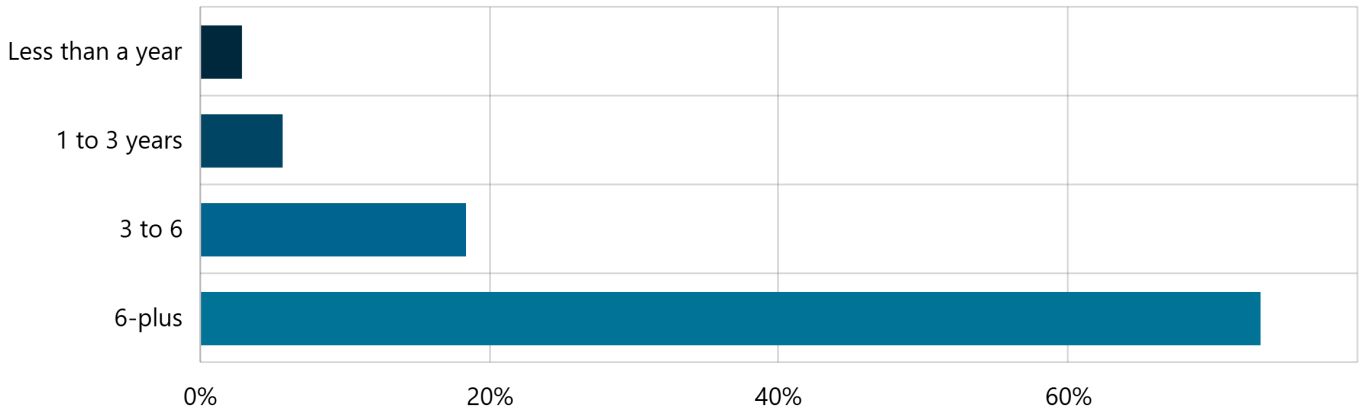
Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
Tax bill inserts	47.89%	34
Town website (erin.ca)	61.97%	44
Discover Erin website	12.68%	9
Member(s) of Council	14.08%	10
Local media	35.21%	25
The Town's official social media accounts	38.03%	27
Public Meetings	9.86%	7
The Erin Engaged public engagement website	18.31%	13

13. How long have you lived in Erin? Required

Multi Choice | Skipped: 0 | Answered: 71 (100%)



Answer choices	Percent	Count
Less than a year	2.82%	2
1 to 3 years	5.63%	4
3 to 6	18.31%	13
6-plus	73.24%	52
Total	100.00%	71

Memo**To:** Town of Erin Council**From:** Rob Adams**Date:** November 6th 2024**Subject:** Transition to a Service-Based Municipal Budget

Purpose

This memo outlines the rationale and benefits of adopting a service-based budgeting approach for the Town of Erin, emphasizing the advantages of prioritizing customer-focused service delivery rather than traditional department-centric budgeting.

Rationale for a Service-Based Budget

A service-based budget realigns the municipal budgeting approach from department-focused expenditures to an outcome-focused model centered on the services provided to our community. This transition underscores our commitment to transparency, fiscal responsibility, and, most importantly, meeting the needs of Erin's residents.

Key Advantages**1. Enhanced Customer Focus**

Service-based budgeting allows us to structure budgets around specific services, such as road maintenance, waste management, parks, or emergency services. By concentrating on service outcomes, Council and the community gain a clearer understanding of how budget allocations directly impact the quality and availability of each service.

2. Greater Transparency and Accountability

This approach provides a more detailed breakdown of how funds are used for each service, enhancing transparency and making it easier for residents to see how their tax dollars contribute to specific outcomes. Additionally, it promotes accountability, as it becomes clear which services deliver value to the community and which may require adjustments.

3. Improved Resource Allocation

Moving to a service-based budget allows us to assess and adjust resource allocation based on service priorities and community needs. By focusing on service delivery, we can make more informed decisions, ensuring funds are directed where they will be most impactful, responsive to community expectations.

4. Strategic Decision-Making

Service-based budgeting supports Council's ability to make strategic decisions aligned with Erin's strategic plan and priorities. It enables us to evaluate the effectiveness of each service and to make evidence-based adjustments to meet long-term goals, rather than simply adjusting line items within departmental budgets.

5. Increased Flexibility in Budget Management

With service-based budgeting, funds can be allocated more flexibly across services

to address shifting priorities or emerging community needs. Rather than being limited by departmental silos, this model allows for adaptive, agile financial management.

6. Enhanced Performance Measurement

By focusing on specific services, we can set and measure performance targets more effectively. This structure enables us to evaluate whether services are meeting desired outcomes and to make improvements based on performance metrics rather than solely financial data.

Service Based Format

A Healthy and Green Town

(Conservation Authority, Parks and Recreation, Cemeteries, Water and Sewer)

A Safe Town

(Bylaw, Fire Emergency Planning)

A Town that grows

(Economic Development, Building, Planning)

A Town that Moves

(Roads, Sidewalks, Street Lights)

An Engaged Town

(Communication and Events)

Good Governance

(Council, Corporate Services, Advisory Committees)



A Healthy and Green Town

- Conservation Authority
- Parks and Recreation
- Cemeteries
- Water and Sewer



A Safe Town

- Bylaw
- Fire Emergency Planning



A Town that Grows

- Economic Development
- Building Planning



A Town that Moves

- Roads
- Sidewalks
- Streetlights



An Engaged Town

- Communications and events



Good Governance

- Council
- Corporate Services
- Advisory Committees

Conclusion

Adopting a service-based budget is a strategic shift that aligns the Town of Erin's financial planning with our commitment to responsive, transparent, and efficient service delivery. This Service Based approach will support Council's mission to deliver high-quality services that meet community needs while strengthening accountability, enhancing resource allocation, and providing a clear understanding of how municipal funds contribute to service outcomes.

Thank you for considering this forward-looking budget structure to enhance our service delivery to the community.

Sincerely,

Rob Adams
Chief Administrative Officer

Activity List 2024

	Description of Request	Responsibility	Date Directed	Suggested Completion	Status
1	Recommendation report to Council required regarding the disposition of two residential lots as outlined within report PD2022-15.	Planning & Development	27-Apr-23	TBD	Town to initiate severance applications to create two lots and apply for an OPA and ZBA.
2	Recommendation report to Council required regarding Z23-02, Blackthorn Development Corporation, 63 & 63A Trafalgar Road.	Planning & Development	8-Jun-23	TBD	Final recommendation report for the OPA considered on April 11 th . A Public Meeting was held on May 9 th regarding the ZBA and a recommendation report will be presented to Council for their consideration at a future meeting.
3	Commitment to the creation of Green Community Standards.	Planning & Development	27-Jun-24	TBD	Staff are extending an invitation to Wellington County staff to attend an upcoming Council meeting with respect to the Tri-County Green Development Standards (GDS) project currently underway. This will provide Council and staff with an opportunity to be fully informed with respect to the GDS and progress made on the project.
4	Staff were directed to dispense with the newly adopted logo, assemble variations of the previously reviewed icons, and consult the public on a possible new design before implementation of the final design.	CAO	10-Oct-24	TBD	Staff are working on possible alternatives and solutions as directed by Council and will be setting up further discussions in the near future.



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 24 – 50

A By-law to confirm the proceedings of Council at its Regular Meeting held November 14, 2024.

Whereas, it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Erin (hereinafter referred to as “Council”) at its meeting held on **November 14, 2024** be confirmed and adopted by by-law;

Now Therefore, the Council of the Corporation of the Town of Erin hereby enacts as follows:

1. That the proceedings and actions of the Council at its Regular Meeting held on **November 14, 2024** 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 Corporation of the Town of Erin 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 Corporation of the Town of Erin to all such documents.

Passed in open Council on November 14, 2024.

Mayor, Michael Dehn

Town Clerk, Nina Lecic