



TOWN OF ERIN
REGULAR COUNCIL MEETING
AGENDA

December 12, 2024

3:00 PM

Municipal Council Chamber

Pages

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4.	Community Announcements	
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	November 28th - Regular Council Meeting And the Confidential Minutes of the Closed Session Meeting held on November 28th, 2024	
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Interim Wastewater Service Rate By-law
Confirming By-law

12. Notice of Motion

13. Adjournment



**TOWN OF ERIN
MINUTES OF THE REGULAR COUNCIL MEETING**

**November 28, 2024
3:00 PM
Municipal Council Chamber**

Present: Michael Dehn Mayor
Cathy Aylard Councillor
John Brennan Councillor
Jamie Cheyne Councillor
Bridget Ryan Councillor

Staff Present: Rob Adams Chief Administrative Officer
Scott Bates Interim Director of Fire & Emergency Services/Fire Chief
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
David Waters Manager of Planning & Development
Rebecca Danks Customer Service Representative

1. Call to Order

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

2. Approval of Agenda

Resolution # 24-244

Moved By Councillor Cheyne
Seconded By Councillor Brennan

That the delegation by Bryce McHenry with respect to item 8.3 be permitted.

Carried

Resolution # 24-245

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That the agenda be approved as amended.

Carried

3. Declaration of Pecuniary Interest

None.

4. Community Announcements

- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- Saturday, November 30th sees the annual Lions Club Santa Claus Parade on Main Street, starting at 11:00 AM.
- On Sunday, December 1st the "Prelude to Christmas" music concert takes place at St. Andrews Church in Hillsburgh from 2:30 PM to 4:30 PM. Donations to the Foodbank are requested.
- On Sunday, December 8th another musical show will take place at the Erin United Church from 1:30 PM to 4:30 PM. Donations to the Foodbank are requested.
- On Saturday, December 14th Jess for You Cafe presents "Breakfast with Santa" with seating at 9:00 AM and 10:00 AM.
- Free skating with Santa takes place on December 15th at Centre 2000 from 12:00 PM to 1:30 PM, courtesy of Deanna Ball.

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

5. Adoption of Minutes

Resolution # 24-246

Moved By Councillor Brennan

Seconded By Councillor Cheyne

**That Council hereby adopts the following meeting minutes as circulated;
November 14th - Regular Council Meeting**

Carried

6. Business Arising from the Minutes

None.

7. Delegations/Petitions/Presentations

Resolution # 24-247

Moved By Councillor Brennan

Seconded By Councillor Cheyne

That the delegation by Bryce McHenry be received for information.

Carried

8. Reports

8.1 Amendment of Schedule "E" - No Parking Zones of Parking By-law 6000-23 to Change the Current Parking Prohibition on Spring Street from the South Side to the North Side

Resolution # 24-248

Moved By Councillor Ryan

Seconded By Councillor Aylard

That report number C2024-12 "Amendment of Schedule "E" of Parking By-Law 6000-23" be received for information;

And that By-law 24-51, to repeal and replace Schedule "E" of By-law 6000-23, as listed on the November 28, 2024, agenda be approved.

Carried

8.2 Recommendation Report for Delisting and Initiating the Heritage Designation of Seven Properties – Village of Hillsburgh

Resolution # 24-249

Moved By Councillor Cheyne
Seconded By Councillor Aylard

That Council hereby receives report number PD2024-16 “Recommendation Report for Delisting and Initiating the Heritage Designation of Seven Properties – Village of Hillsburgh” for information;

And that the following properties be removed from the Town of Erin’s Heritage Registry: 3 Station Street, 12 Orangeville Street, 18 Anne Street, 21 Trafalgar Road, 81 Trafalgar Road, 93 Trafalgar Road and 114 Trafalgar Road;

And that Town staff consult with the Town of Erin Heritage Committee (TEHC) to initiate the designation of the following properties: 3 Station Street, 12 Orangeville Street, 18 Anne Street, 21 Trafalgar Road, 81 Trafalgar Road, 93 Trafalgar Road and 114 Trafalgar Road prior to issuing the Notice of Intention to Designate in accordance with Part IV, Section 29 of the Ontario Heritage Act.

Carried

8.3 Recommendation Report for Notice of Intention to Designate Heritage Properties within the Village of Erin

Resolution # 24-250

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That Council hereby receives report number PD2024-17 “Recommendation Report for Notice of Intention to Designate Heritage Properties within the Village of Erin” for information;

And that Council authorizes and directs staff to publish and issue a Notice of Intention to Designate for the following properties in accordance with Part IV, Section 29 of the Ontario Heritage Act: 35 Main Street, 48 Main Street, 74 Main Street, 76 Main Street, 182 Main Street, 180 Main Street, 192 Main Street, 174 Main Street.

Carried

8.4 Retention and Enhancement of the Shamrock Logo

Resolution # 24-251

Moved By Councillor Ryan
Seconded By Councillor Brennan

That staff be directed to retain the look and feel of the existing shamrock logo, work on creating a higher resolution version of the logo, and use the higher resolution logo for all municipal branding purposes.

Carried

8.5 Final 2025 Budget and 2026 to 2028 Forecasts

Resolution # 24-252

Moved By Councillor Brennan
Seconded By Councillor Cheyne

That By-law 24-52, to adopt the 2025 budget, be amended to reduce the 2025 tax increase to 2.4 per cent by allocating an additional \$60,000 from the Tax Rate Stabilization Reserve Fund.

Carried

Resolution # 24-253

Moved By Councillor Brennan
Seconded By Councillor Cheyne

That Council hereby receives report number F2024-29 “Final 2025 Budget and 2026 to 2028 Forecasts” for information;

And that By-law 24-52, to adopt the 2025 budget for the purposes of the municipality, as listed on the November 28, 2024, agenda be approved as amended;

And that Council receives for information the 2026 to 2028 Forecasts.

Carried

9. Correspondence

9.1 2024 Activity List

Resolution # 24-254

Moved By Councillor Aylard
Seconded By Councillor Brennan

That Council receives correspondence item 9.1 for information.

Carried

10. Closed Session

Resolution # 24-255

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That Council adjourns the meeting to proceed into a closed session at the hour of 5:26 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(b) personal matters about an identifiable individual, including municipal or local board employees; with respect to CAO performance review.

Carried

11. Return from Closed Session

11.1 Motion to Reconvene

Resolution # 24-256

Moved By Councillor Aylard
Seconded By Councillor Ryan

That the meeting be reconvened into open session at the hour of 6:03 PM.

Carried

11.2 Report Out

Resolution # 24-257

Moved By Councillor Cheyne
Seconded By Councillor Brennan

That staff proceed as directed.

Carried

12. By-Laws

Resolution # 24-258

Moved By Councillor Ryan
Seconded By Councillor Aylard

That the By-Laws numbered 24-51 to 24-53, inclusive, are hereby passed.

Carried

13. Notice of Motion

None.

14. Adjournment

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 6:04 PM.

Mayor Michael Dehn

Town Clerk Nina Lecic



Town of Erin

Corporate Report

Department: Planning & Development	Report Number: PD2024-18
Business Unit: Planning & Development	Meeting Date: 12/12/2024
Presented/ Prepared By: Jessica Peake, Senior Planner	

Subject

Zoning By-law Amendment Z21-09, Hillsburgh Heights Inc., 5916 Trafalgar Road

Recommendation

That report number PD2024-18 “Zoning By-law Amendment Z21-09, Hillsburgh Heights Inc., 5916 Trafalgar Road” be received for information;

And that Council approves the Zoning By-law Amendment Application by Hillsburgh Heights Inc., 5916 Trafalgar Road, and adopts By-law 24-54, to amend Zoning By-law 07-67, as listed on the December 12, 2024, agenda.

Highlights

The purpose of the proposed Zoning By-law Amendment (Z21-09) is to rezone the property to permit the development of a plan of subdivision consisting of 195 single detached dwellings, 174 townhouse dwellings, an existing heritage dwelling, school block, park block and two stormwater management blocks. Future development lands have been zoned for single detached dwellings, townhouse dwellings and a commercial block. The exception zones establish site specific zoning provisions related, but not limited to, permitted uses, lot area, lot lines, setbacks, height, coverage and daylight triangles. Holding (H) provisions have also been proposed that will prohibit development until such time that adequate water and wastewater service is available, servicing allocation has been granted, appropriate zoning is in place and a Subdivision Agreement and / or Site Plan Agreement has been registered on title.

The proposed Zoning By-law Amendment is consistent with the new Provincial Planning Statement (2024), which is a streamlined land use planning policy framework that replaced both the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe (2019). The proposed development is also consistent with the Greenbelt Plan (2017) and is in keeping with the intent of the County of Wellington and Town of Erin Official Plans. Additionally, the proposal adheres to the principles set out in the Town’s Urban Design Guidelines.

The applicant has worked with Town Staff to make appropriate revisions to the application, satisfying public and agency comments and concerns. The proposal represents appropriate greenfield development and will contribute to the mix of uses, provides an additional form of housing and affordability to the Town’s current housing

stock, and presents a built form that is compatible with the surrounding neighbourhood context.

Conditions of Draft Plan Approval related to the Draft Plan of Subdivision Application 23T-21002, will be presented to Council at a later date. This report reviews and recommends approval of the proposed Zoning By-law Amendment (Z21-09).

Background

The applicant, Hillsburgh Heights Inc., has submitted an Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision to permit a development consisting of 195 detached dwellings, 174 townhouse dwellings, an existing heritage dwelling, school block, park block and two stormwater management blocks. Future development lands have also been zoned for single detached dwellings, townhouse dwellings and a commercial block.

A Notice of Complete Application was issued by the Town of Erin for the Official Plan Amendment and Zoning By-law Amendment on November 30, 2021, and the applications were circulated December 1, 2021. A Notice of Complete Application for the Draft Plan of Subdivision was issued by the County on February 9, 2022, and was circulated on February 11, 2022.

A Community Information Meeting was held on December 20, 2021 to introduce the proposed development to area residents. A Statutory Public Meeting was held April 14, 2022 to formally present the planning applications to Council and the general public, and receive initial input.

Since the Community Information Meeting and the Public Meeting, the applicant has made several revisions to the proposal to address comments received by Council, Town staff, commenting agencies, and members of the public. The revisions made to the proposal to address comments received include the following:

- Increasing the diversity of unit types and sizes and placing a portion of the lands within future development blocks with a holding provision, in order to comply with the County's Official Plan policies for affordable housing and bring the development closer to the minimum density target for Greenfield development;
- Adding fencing between this development and adjacent residential properties;
- Increasing the width of walkways and vista points;
- Reducing the length of townhouse blocks;
- Increasing the size of the park block;
- Refinement of the internal road network;
- Inclusion of a future commercial block;
- Inclusion of future residential development blocks; and
- Aligning the proposed development standards with the Urban Residential Zone Standards (UR1 and UR2) of the Town's Zoning By-law, as amended.

The public submissions and responses to those comments have been included in Appendix C to this report.

Official Plan Amendment (OPA 15) to redesignate certain areas of the subject property from 'Future Development' to 'Residential' was adopted by the Town of Erin on June 27, 2024, and approved by the County on October 2, 2024. OPA 15 was prepared in accordance with the County of Wellington's Official Plan Amendment (OPA 120) and Town of Erin's Official Plan Amendment (OPA 13), which were introduced to address the County-wide and municipal growth management requirements directed by the Province.

A detailed Zoning By-law Amendment, which is the subject of this report, has been prepared to ensure the ultimate built form is consistent with the plan of subdivision. Holding (H) provisions have also been proposed that will prohibit development until such time that adequate water and wastewater service is available, servicing allocation has been granted, appropriate zoning is in place and subdivision agreements and / or site plan agreement are registered on title.

The proposed Draft Plan of Subdivision to facilitate the proposed development will be brought forward to Council with Erin Conditions of Draft Approval at a later date which will address all technical and design requirements including, but not limited to, final built form, road network, servicing, stormwater management, and any other relevant matters, as deemed appropriate. Following Council approval of the Erin Draft Plan Conditions, they will be forwarded to the County who is the approval authority for plans of subdivision.

Discussion

The lands subject of the proposed Zoning By-law Amendment are located at 5916 Trafalgar Road, legally described as Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248. The lands are located on the west side of Trafalgar Road, north of Upper Canada Drive, within the Hillsburgh Urban Area. The lands have a total area of approximately 40 hectares (99.8 acres) and a lot frontage of approximately 449.84 metres (1,475.85 feet) along Trafalgar Road. The lands are presently occupied by an existing heritage dwelling which has been retained.

Surrounding land uses include:

North: Agricultural land

West: Lands owned by the applicant, outside of the Urban Area

East: Trafalgar Road North, low density residential dwellings

South: Low density residential dwellings and Hillsburgh Village

An aerial photo identifying the subject site is included with this report as **Appendix A**.

Proposal

The applicant has submitted applications for an Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision to facilitate a residential development within the Urban Area of Hillsburgh.

The Draft Plan of Subdivision consists of 195 detached dwellings, 174 townhouse dwellings, an existing heritage dwelling, school block, park block and two stormwater management blocks. In addition, the draft plan contains future development lands which are reserved for single detached dwellings, townhouse dwellings and a commercial block.

The table below provides a breakdown of the various blocks / lots to be created through the Draft Plan of Subdivision and their proposed uses. The Draft Plan of Subdivision as revised has been included in **Appendix B** to this report.

Blocks / Lots	Land Area	Proposed Use
Lots 1 - 195	11.63 hectares	195 Single Detached Dwellings
Block 1	2.14 hectares	Park
Block 2	2.27 hectares	School
Block 3 and 4	4.09 hectares	Stormwater Management Facilities
Block 6	0.04 hectares	Walkway
Block 7	0.29 hectares	Heritage Dwelling
Streets A - L	8.75 hectares	Municipal Roads
Blocks 8 - 13A	5.13 hectares	174 Townhouse Dwellings
Block 14 - 14E	0.01 hectares	Reserves
Block 15	0.16 hectares	Diversion Ditch
Block 17	3.10 hectares	Future Single Detached Dwellings
Block 18	1.10 hectares	Future Townhouse Dwellings
Block 19	1.60 hectares	Future Commercial
Total	Approx. 40 hectares	

Planning Analysis

Provincial Planning Statement, (2024)

The new Provincial Planning Statement (2024) is a streamlined land use planning policy framework that replaced both the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe (2019). All planning decisions are required to be consistent with the applicable policies of the new Provincial Planning Statement (PPS).

The new PPS directs growth and development to be located within settlement areas which include urban areas and rural settlement areas. The new PPS speaks to general intensification and redevelopment which supports the achievement of complete communities by accommodating an appropriate range and mix of land uses, housing and transportation options, employment, public service facilities, institutional uses, recreation, parks and open space, and other uses to meet long-term needs of the community. The new PPS also promotes the implementation of phasing plans and policies to ensure that development within designated growth areas is orderly and aligns with the timely provision of infrastructure.

The proposed residential development provides for a complete community by incorporating a range of housing types, locating a public park within walking distance to the proposed dwelling units, a block reserved for an elementary school, lands for a commercial block, and establishing a well-designed active transportation network throughout the site, which connects to the existing community to the south. The proposed development will also be serviced by both municipal water and wastewater infrastructure. Staff are satisfied that the proposed development is consistent with the new PPS and represents good planning.

Greenbelt Plan (2017)

The subject property is located within a Settlement area identified as Towns/Villages in the Greenbelt Plan. The Plan directs development to these built-up Settlement areas, which are designed to include a balanced mix of housing, employment opportunities, and access to infrastructure and services. This approach supports the creation of complete communities and Staff are satisfied that the proposal is consistent with the policies of the Greenbelt Plan.

County of Wellington Official Plan (Office Consolidation July 2024)

In the County of Wellington Official Plan, the subject property is designated Greenfield Area, in an Urban Centre. The majority of growth will be directed to greenfield areas which incorporate increased densities and a broader mix of housing, as well as commercial and institutional uses, and parks and open space that are compatible with adjacent uses and where appropriate infrastructure is provided.

The County Official Plan also strives to attain a density target of 16 units per gross hectare and recognizes lower densities may be considered where there is a need for transition from adjacent land uses. The original development proposal provided for a density of 8.7 units per hectare. Based on County and Town Planning comments the proposal was revised to bring the density closer to the minimum density target of 16 units per hectare.

The applicant placed a portion of the lands within future development blocks with a holding provision, in order to meet minimum density requirements, increased the number of townhouse dwellings, created a variety of lot sizes for single detached dwellings, while maintaining an appropriate transition between the existing homes along Upper Canada Drive and the increased density internal to the site. The revised density of 11.64 units per hectare meets the intent of the County's density requirement for development within designated greenfield areas.

In addition to density requirements, the County's Official Plan speaks to affordable housing and the bulk of affordable housing opportunities to be provided within urban areas. The revised proposal increased the number of townhouse dwellings and reduced the lot sizes of the single detached dwelling lots. Furthermore, Additional Residential Dwelling Units are permitted as of right per the Planning Act for singles detached, semi-detached and townhouse dwellings, which will provide more housing options within the

proposed development. Staff are supportive of the revisions made to the proposal and are of the opinion that the intent of the County's Official Plan policies have been met.

Town of Erin Official Plan (Office Consolidation January 2023)

An Official Plan Amendment was submitted by the applicant to redesignate certain portions of the lands which were designated "Future Development" to "Residential" in order to facilitate the proposed development which is to be connected to municipal servicing, and consisting of single detached dwellings, townhouse dwellings, an existing heritage dwelling, school block, commercial block, park block and two stormwater management blocks.

As stated previously, Official Plan Amendment (OPA 15) to redesignate certain areas of the subject property from 'Future Development' to 'Residential' was adopted by the Town of Erin on June 27, 2024, and approved by the County on October 2, 2024. OPA 15 was prepared in accordance with the County of Wellington's Official Plan Amendment (OPA 120) and Town of Erin's Official Plan Amendment (OPA 13), which were introduced to address the County-wide and municipal growth management requirements directed by the Province. Staff are of the opinion that the intent of the Town's Official Plan policies have been met.

Town's Urban Design Guidelines (2021)

The applicant has provided an Urban Design Brief to demonstrate how the proposed development conforms to the Town's Council approved Community and Architectural Design Guidelines 'Urban Design Guidelines' for the Villages of Erin and Hillsburgh. The applicant is proposing to develop a new community that is compatible with the existing character of the Village of Hillsburgh, while providing new housing stock to the Town of Erin.

Section 5.0 'New Neighbourhoods' outlines the guidelines regarding neighbourhood structure, public realm and built form that new residential developments are to follow in order to enhance the character of the community. The Urban Design Brief speaks to how the development will achieve this vision by the following:

- Including two stormwater management ponds that provide open space blocks that are visible and accessible from the adjacent street;
- Creating a connected streetscape for pedestrians to access nearby amenities such as the school and park, safely;
- Locating higher density blocks in prominent locations near the park and school;
- Planning for the neighbourhood park to be walkable within a 400m radius (5 minutes) of most residents in the subdivision;
- Creating priority lotting within areas that have a higher degree of public visibility, such as gateway lots, corner lots, and view terminus and elbow lots;
- Using materials and architectural details that complement the character of the Village of Hillsburgh, such as the use of brick with wood clapboard and board-and-batten as accent material;

- Enhancing the road network with collector and local roads that create an interconnected street system supported by active transportation; and
- Incorporating traffic calming measures to reduce the speeds of vehicles including a roundabout and shorter block lengths.

Based on the peer review of the Urban Design Brief by the authors of the Town's Guidelines, The Planning Partnership, the proposal is consistent with the Town's Guidelines. To ensure these principles are effectively implemented, prior to issuance of a building permit, each dwelling will be subject to architectural control as a condition of draft plan approval.

Town's Green Development Standards

The applicant is required to provide Green Development Initiatives to demonstrate how the proposed development encourages sustainable community design by creating environmentally conscious, energy-efficient homes using sustainable building practices and materials.

The Town of Erin is in the process of developing its own Green Development Standards, which will be incorporated into all planning approvals for new developments. At the same time, the Tri-County Green Development Standards project is underway, which is a collaborative initiative between Grey, Dufferin, and Wellington Counties. To avoid duplicating efforts, once the Tri-County Green Standards are finalized, the Town of Erin will consider these standards, adapting them as needed to create a Green Development Standards document specifically for the Town. To ensure that these green principles are properly implemented, prior to issuance of a building permit, each dwelling will be subject to architectural control as a condition of draft plan approval.

The proposed Zoning By-law Amendment does not regulate the implementation of Green Development Standards. However, a draft plan condition will be introduced that requires the applicant to implement a number of Green Development Initiatives in new builds.

Zoning By-law No. 07-67, as amended

The subject property is zoned Future Development 'FD' and Future Development Exception Zone 102 'FD-102' in the Town's Comprehensive Zoning By-law, Schedule "C" (Hillsburgh Zoning Map). The proposed Zoning By-law Amendment will rezone the lands to Urban Residential Two Exception Zone 'UR2-101', Urban Residential One Exception Zone 'UR1-101', Urban Residential One Exception Zone 'UR1-102', Institutional Exception Zone 'I-104(H1)', Open Space Recreation Exception Zone 'OS1-111', Open Space Recreation Exception Zone 'OS1-112', Open Space Recreation Exception Zone 'OS1-113', Highway Commercial Exception Zone 'C2-110(H2)' Future Development Exception Zone 103 'FD-103(H3) and Future Development Exception Zone 104 'FD-104(H3). The proposed Zoning By-law Amendment can be found under By-laws in the Council Agenda.

The site-specific zoning provisions proposed are discussed below.

Single Detached Dwellings

The proposal includes 195 single detached dwellings on lots with minimum frontages ranging from 13.7 metres to 21.3 metres with site specific zoning provisions related to exterior side yards and height to facilitate development. The proposal also includes a future development block to permit a number of single detached dwellings which will include a holding provision until such time as water and wastewater service is available, servicing allocation is granted (as these lands have not been assigned Single Detached Equivalents (SDEs)), appropriate zoning is in place and a subdivision agreement is registered on title.

The Zoning By-law Amendment proposes a minimum exterior side yard of 3.0 metres and maximum height of 13.0 metres, whereas the Town's Zoning By-law requires a minimum exterior side yard of 4.0 metres and maximum height of 11.0 metres. The intent of the height restriction is to ensure appropriate massing and shadow casting. The intent of a minimum side yard requirement is to establish an appropriate setback along the streetscape, and to ensure sufficient room for landscaping, grading and drainage.

The requested provisions are, in part, to accommodate the grade variance for certain lots that are planned as walkouts or back to front sloping dwellings, and to facilitate housing product that is on the market today. The general trend in urban form is more compact with increased ceiling heights and reduced side yards which are common methods to maximize the development potential of a property. Staff do not have any concerns with the site-specific provisions proposed.

Urban Residential - Existing Heritage Dwelling

The existing heritage dwelling on the subject property is listed within Erin's Heritage Registry with heritage attributes. As condition of draft approval, the applicant will be required to designate the dwelling under Part IV of the Ontario Heritage Act.

The applicant is proposing to preserve the existing dwelling with site specific provisions proposed which deem the internal public road as the front lot line and Trafalgar Road as the rear lot line. Access will only be permitted from the internal public road, with no access from Trafalgar Road. In addition, accessory structures are only permitted to be constructed to the rear of the front façade of the main dwelling.

The Zoning By-law Amendment proposes:

- Minimum lot area of 2,900 metres squared;
- Minimum lot frontage of 35.0 metres;
- Minimum rear yard of 45.0 metres;
- Minimum front yard of 6.0 metres (to garage) and 7.0 metres (to dwelling);
- Minimum interior side yard of 4.0 metres (north), 16.0 metres (south) and 11.0 metres (west);
- Maximum building height of 13.0 metres; and

- Maximum lot coverage 20%

The existing heritage dwelling is being retained and reconstructed to ensure integration within the new development. Staff do not have any concerns with the site-specific provisions of the proposal for the existing heritage dwelling.

Townhouse Dwellings

The proposal includes a total of 6 townhouse blocks containing 174 units with site specific provisions for the frontage of a unit on an end or corner lot and height to facilitate development. The proposal also includes a future development block to accommodate a number of townhouse dwellings which will include a holding provision until such time as water and wastewater service is available, servicing allocation is granted (as these lands have not been assigned Single Detached Equivalents (SDEs)), appropriate zoning is in place and a subdivision agreement is registered on title.

The Zoning By-law Amendment proposes a minimum frontage of a unit on an end or corner lot of 6.0 metres and maximum height of 13.0 metres, whereas the Town's Zoning By-law requires a minimum frontage of a unit on an end or corner lot of 7.0 metres and maximum height of 11.0 metres. The intent of a minimum frontage of a unit on an end or corner lot is to establish a consistent streetscape, and to ensure sufficient room for driveways, landscaping, and in some cases the corner lot may incorporate a wrap-around porch that extending along the exterior side yard. The intent of the height restriction is to ensure appropriate massing and shadow casting. The requested provisions are required to accommodate 3-storey townhouse dwellings which are a current housing product on the market today.

The general trend in urban form is more compact with an increase in the number of storeys within a dwelling and reduced side yards which are common methods to maximize the development potential of a property and offer affordable housing opportunities. Staff do not have any concerns with the site-specific provisions proposed.

Institutional Use

An elementary school block has been reserved in the proposed development which includes site specific provisions to facilitate development. It is noted that a number of permitted uses in the institutional zone would not be suitable adjacent to residential uses therefore, the institutional block includes site specific provisions which limit the permitted uses to the following:

- Parks;
- Schools;
- Day Nursery in accordance with subsection 4.7;
- Single Detached Dwellings in accordance with the UR2-101 Zone; and
- Uses accessory to the foregoing permitted uses.

Should the School Board(s) determine that a school block is not required, the block may

be used for residential purposes in accordance with the Town's Zoning By-law provisions for the UR2-101 zone. Any deviation from the Town's provisions will require a new zoning by-law amendment or minor variance. Furthermore, the residential use will be subject to a holding provision until such time as water and wastewater service is available, servicing allocation is granted and a subdivision agreement is registered on title. Staff do not have any concerns with the site-specific uses proposed.

Open Space Recreation

The Zoning By-law Amendment proposes various open space blocks including a 6.0 metre wide public walkway, park block, two stormwater management facility blocks and a block reserved for a 9.5 metre diversion ditch. Staff do not have any concerns with the site-specific provisions proposed.

Commercial Block

The proposal includes a future commercial block which will include a holding provision until such time as water and wastewater service is available, servicing allocation is granted and a site plan agreement is registered on title. Site specific uses have been determined, as it is noted that a number of permitted uses in the Highway Commercial (C2) zone would not be suitable adjacent to residential uses therefore, the future commercial block includes site specific provisions which limit the permitted uses to the following:

- Bank or financial Institution;
- Business or Professional Office;
- Convenience Store;
- Medical Clinic;
- Personal Service Shop;
- Restaurant or Tavern;
- Retail or Grocery Store; and
- Specialty Food Store.

Staff do not have any concerns with the site-specific uses proposed.

Daylight Triangles

The applicant is proposing modifications to the daylight triangle provision at certain intersections within the development. The applicant is proposing a reduction from the required 9.0 m to 6.0 metres for local to local streets, and local to collector streets, and an increase from the required 9.0 metres to 15.25 metres for local or collector to arterial streets.

In the review of the Town's Engineering Design Standards and current subdivision developments in the Town, the reduction of daylight triangles for local to local streets and local to collector streets to 6.0 metres has been supported. The daylight triangles for local or collector to arterial streets should be increased to 15.25 metres, as this is consistent

with County requirements. Staff do not have any concerns with the site-specific provisions proposed for daylight triangles.

Holding (H) Provisions

As certain lands within the development are dependent on the availability of municipal services, Holding (H) provisions will be applied. Holding provisions are to be lifted once it is determined that adequate water and wastewater service is available, servicing allocation has been granted, appropriate zoning is in place and a subdivision agreement and / or site plan agreement are registered on title. Staff do not have any concerns with the site-specific Holding (H) provisions proposed.

In summary, Provincial, County and Municipal policies aim to achieve more compact urban form in newer developments, and as such staff do not have any concerns with the site-specific provisions discussed herein.

Strategic Pillar

Growth Management

Healthy Lifestyle & Vibrant Community

Financial Impact

There are no adverse financial impacts on the Town as a result of the adoption of the proposed Zoning By-law Amendment.

Through Conditions of Draft Plan Approval, the Town shall impose a condition that requires the applicant to pay applicable development charges (less development charge credits to be provided as per the front ending agreement between the Town and the developer). These development charges shall be calculated and collected at the building permit stage. In addition, the Town shall also impose a condition that requires the applicant to satisfy the Town in regard to parkland dedication in accordance with the Town's Parkland Dedication By-law.

Conclusion

The proposed Zoning By-law Amendment (Z21-09) is consistent with the new Provincial Planning Statement (2024) and the Greenbelt Plan (2017). The proposed development is in keeping with the intent of the County of Wellington and Town of Erin Official Plans and adheres to the principles set out in the Town's Urban Design Guidelines.

Planning staff gave consideration to Town staff, agency and public comments. It is the opinion of staff that the proposed subdivision within the boundaries of the Hillsburgh Settlement Area provides for appropriate development on lands slated for intensification through the Town's Growth Management Strategy.

The proposal represents appropriate greenfield development and will contribute to the mix of uses, provide an additional form of housing and affordability to the Town's current housing stock, presents a built form that is compatible with the surrounding

neighbourhood to the south, and works toward the creation of a complete community. The proposed Zoning By-law Amendment represents good planning.

Staff recommend that Council adopt the site-specific Zoning By-law Amendment (Z21-09) found under By-laws in the Council Agenda.

Attachments

Appendix A – Location Map

Appendix B – Submitted Draft Plan of Subdivision

Appendix C – Response to Public Comments

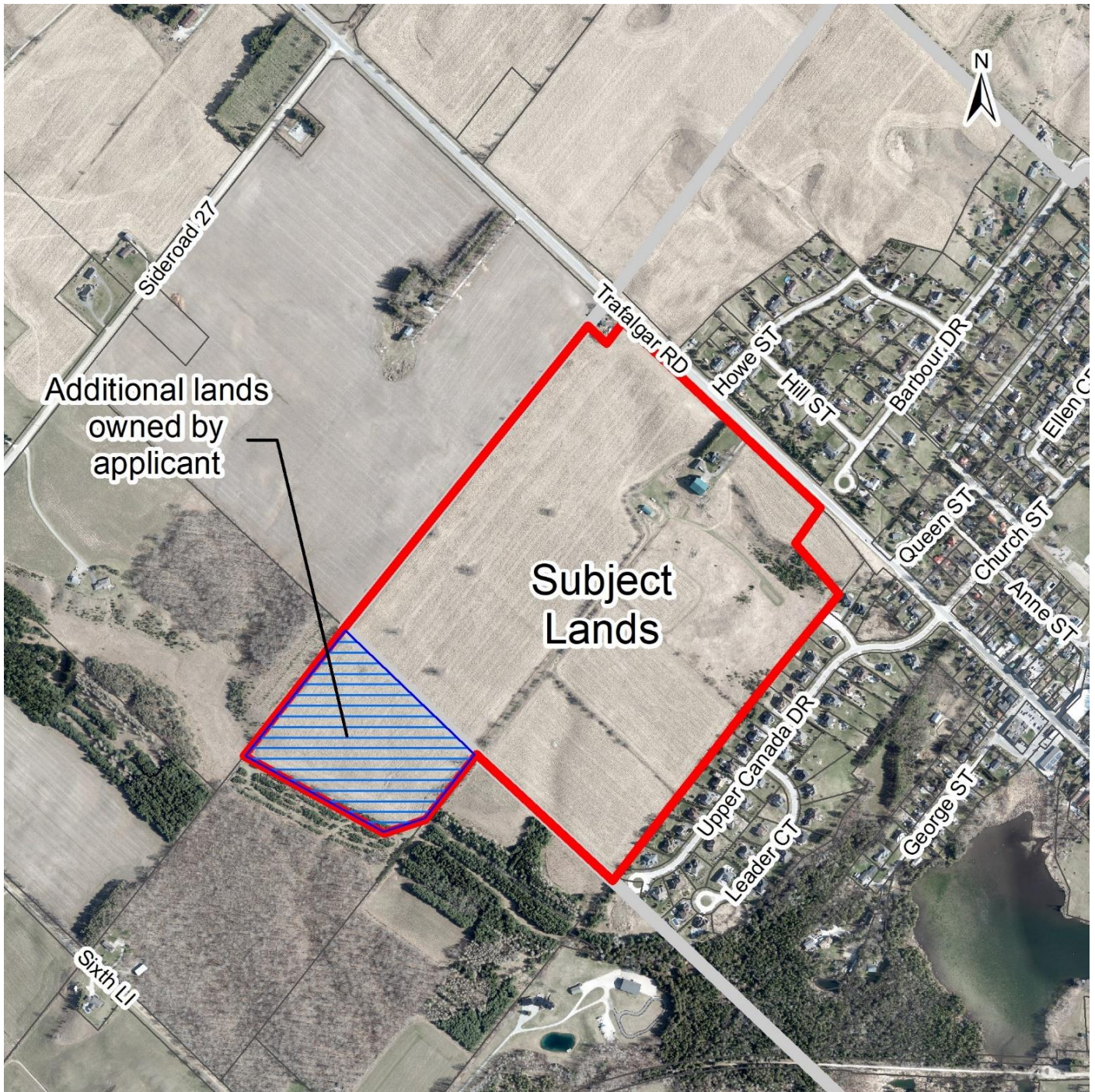
Jessica Peake, MCIP, RPP


Senior Planner

Brian Kavanagh

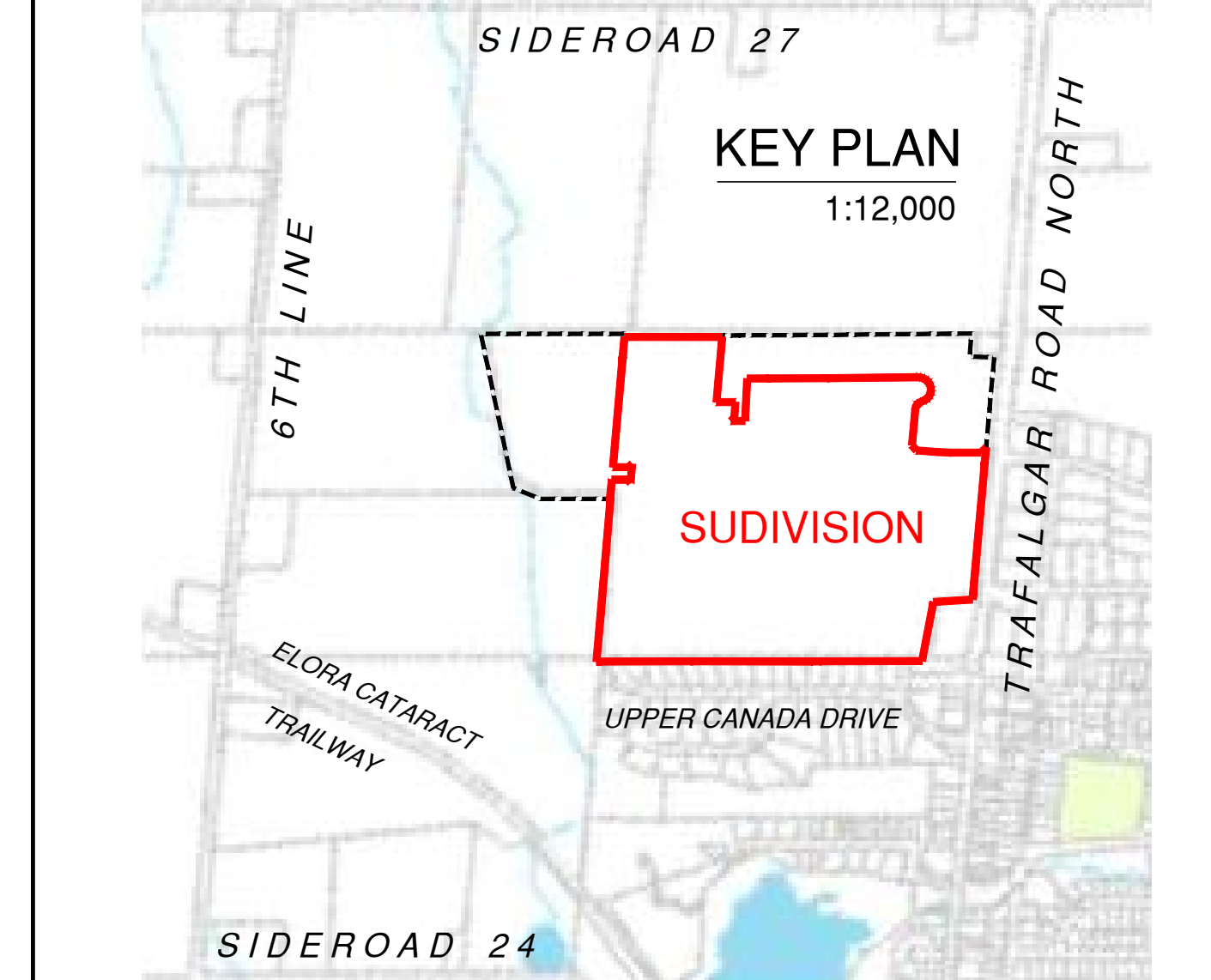
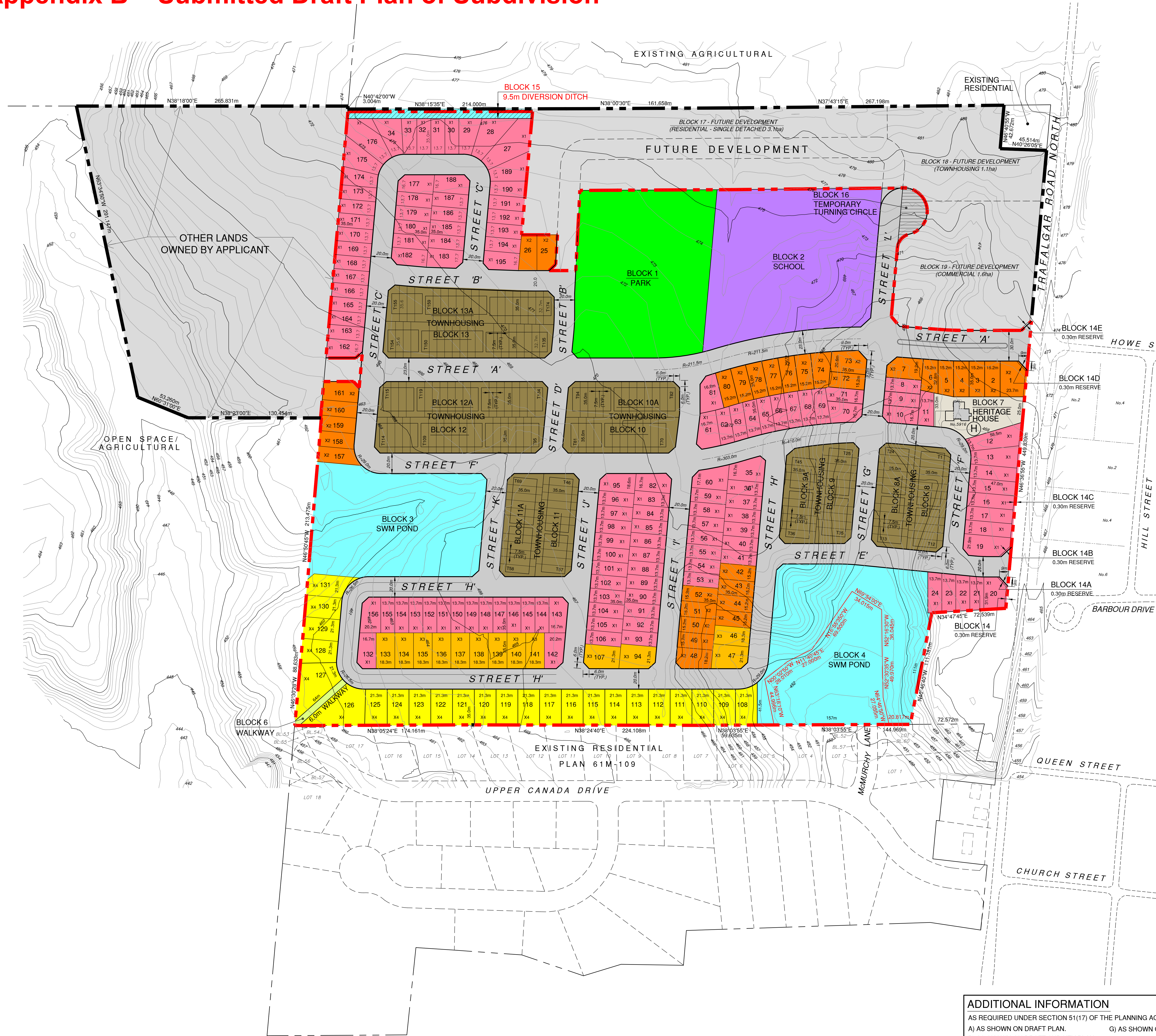
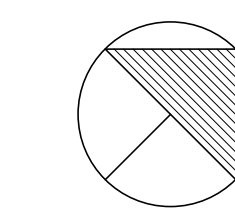
Acting Chief Administrative Officer

Appendix A – Location Map



	File No(s):	23T-21002, OP21-01, Z21-09
	Address:	5916 Trafalgar Road
	Legal Description:	Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248

Appendix B – Submitted Draft Plan of Subdivision



LOT SCHEDULE					
DESCRIPTION	TYPE	MINIMUM FRONTAGE	MINIMUM DEPTH	NUMBER OF LOTS	NUMBER OF UNITS
SINGLE DETACHED	X1	13.7m (45.0')	35.0m (114.8')	126	126
SINGLE DETACHED	X2	15.2m (50.0')	35.0m (114.8')	32	32
SINGLE DETACHED	X3	18.3m (60.0')	35.0m (114.8')	13	13
SINGLE DETACHED	X4	21.3m (70.0')	35.0m (114.8')	24	24
TOWNHOUSE	T	7.5m (24.6')	35.0m (114.8')	-	174
TOTAL				195	369

LAND USE	BLOCK / LOT	AREA
RESIDENTIAL	LOTS 1-195	11.57 ha. (28.59 Ac.)
PARK	BLOCK 1	2.14 ha. (5.28 Ac.)
SCHOOL	BLOCK 2	2.27 ha. (5.61 Ac.)
SWM POND	BLOCKS 3-4	4.09 ha. (10.11 Ac.)
ROADS	STREETS A-L	8.74 ha. (21.60 Ac.)
WALKWAY	BLOCK 6	0.04 ha. (0.10 Ac.)
HERITAGE HOUSE	BLOCK 7	0.29 ha. (0.72 Ac.)
TOWNHOUSING	BLOCKS 8-13A (174 UNITS)	5.13 ha. (12.68 Ac.)
0.30m RESERVE	BLOCKS 14-14E	0.01 ha. (0.02 Ac.)
9.5m DIVERSION DITCH	BLOCK 15	0.16 ha. (0.40 Ac.)
TEMPORARY TURNING CIRCLE	BLOCK 16	0.01 ha. (0.02 Ac.)
TOTAL (CURRENT DRAFT PLAN)		34.45 ha. (85.13Ac.)

FUTURE DEVELOPMENT (RESIDENTIAL)	BLOCK 17	3.1ha. (7.66Ac.)
FUTURE DEVELOPMENT (TOWNHOUSING)	BLOCK 18	1.1ha. (2.72Ac.)
FUTURE DEVELOPMENT (COMMERCIAL)	BLOCK 19	1.8ha. (3.95Ac.)
TOTAL (FUTURE DEVELOPMENT)		5.8ha. (14.33Ac.)

NO.	DESCRIPTION	DATE	BY
1	AS PER TOWN OF ERIN COMMENTS, FUTURE DEVELOPMENT BLOCKS 17-19 TABLE ADDED TO PLAN.	03.12.2024	M.J.
2	AS PER TOWN OF ERIN COMMENTS, FUTURE DEVELOPMENT LAYOUT ADDED.	26.11.2024	M.J.
3	BLOCK 1 PARK ENLARGED & FUTURE DEVELOPMENT REDUCED.	18.11.2024	M.J.
4	DAYLIGHTS AT TRAFALGAR ROAD NORTH STREETS A, E REVISIED.	17.07.2024	M.J.
5	COMMENTS AS PER ANILEY 1st ENGINEERING SUBMISSION.	17.07.2024	M.J.
6	BLOCK 15 DIVERSION DITCH WIDENED	10.10.2023	M.J.
7	BLOCK 15 ADDED; FUTURE DEVELOPMENT LAYOUT DELETED; WIDTHS OF LOTS 7, 8, 70, 71 AND 73 REVISIED.	09.05.2023	D.K.H.
8	LOTS 25 TO 34 RELOCATED TO NORTH OF STREETS 'B' AND 'C'	03.02.2023	D.K.H.
9	STREET 'A' REALIGNED AT TRAFALGAR ROAD NORTH; STREET 'L' ADDED; LOTS REVISIED AND LAND USE AREAS UPDATED.	04.11.2022	D.K.H.
10	FUTURE DEVELOPMENT AREA DELETED FROM LIMIT OF SUBDIVISION	23.08.2022	D.K.H.
11	REVISIONS AS PER TOWN AND COUNTY COMMENTS	27.07.2022	D.K.H.
12	LIMIT OF PHASE 1 ADDED WITH FUTURE DEVELOPMENT BLOCKS 5-5A; TOWNHOUSE BLOCKS 11-14A ADDED AND LOT WIDTHS REVISIED; ST. 2, 5 & 6 W. INCREASED AND WALKWAY BLOCK 7 WIDTH INCREASED.	17.06.2022	D.K.H.
13	DIMENSIONS ADDED TO STREETS AND BLOCKS.	04.02.2022	D.K.H.
14	BEARINGS AND DISTANCES ADDED AS PER BSR&D LAND SURVEYORS PLAN REF. No. 21-14-619-00, DATED JAN., 7th 2022	07.01.2022	D.K.H.

OWNER'S AUTHORIZATION:
 THE UNDERSIGNED, BEING THE OWNER OF THE SUBJECT LANDS HEREBY AUTHORIZE CANDEVCON LIMITED TO ACT ON OUR BEHALF AS AGENTS AND TO PREPARE AND SUBMIT A DRAFT PLAN OF SUBDIVISION FOR APPROVAL.

11/15/2021 DATE *Maver*
 HILLSBURGH HEIGHTS INC. (BRIARWOOD DEVELOPMENTS GROUP)

SURVEYOR'S CERTIFICATE:
 I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJOINING PROPERTIES ARE CORRECTLY SHOWN ON THIS PLAN.

Jan. 20, 2022 DATE *Raymond J. Sibthorp*
 RAYMOND J. SIBTHORP
 CANTARIO LAND SURVEYORS
 BLACK, SHOEMAKER, ROBINSON & DONALDSON LTD.
 457 WOODLAWN ROAD WEST, UNIT 101, GUELPH ONTARIO
 TEL: (519) 822-1220 www.rjbsames.com

DRAFT PLAN OF SUBDIVISION
 5916 TRAFALGAR ROAD NORTH
 (PLAN 61R-9590)
 PART OF LOT 26, CONCESSION 7
 TOWN OF ERIN
 COUNTY OF WELLINGTON
 FILE No: 23T-21002, Z21-09

CANDEVCON LIMITED
 CONSULTING ENGINEERS AND PLANNERS
 TEL. (905) 794-0600 FAX (905) 794-0611
 SCALE: 1:1500 DWG. No. PL-1
 DATE: NOV., 12th 2021 PROJECT No. W21081

ADDITIONAL INFORMATION
 AS REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT (R.S.O. 1990 C.P. 13)

A) AS SHOWN ON DRAFT PLAN.	G) AS SHOWN ON DRAFT AND KEY PLANS.
B) AS SHOWN ON DRAFT AND KEY PLAN.	H) MUNICIPAL SERVICES TO BE PROVIDED.
C) AS SHOWN ON KEY PLANS.	I) SOIL IS CLAYEY SILT.
D) AS SHOWN IN LAND USE SCHEDULE.	J) AS SHOWN ON DRAFT PLAN.
E) AS SHOWN ON DRAFT PLAN.	K) MUNICIPAL SERVICES TO BE PROVIDED.
F) AS SHOWN ON DRAFT PLAN.	L) NONE.

Appendix C: Response to Public Comments

#	Question/Comment	Staff Response
1	Request fencing along the property boundary	The applicant has agreed to install fencing between this development and adjacent residential lots. The installation of fencing will be a condition of draft plan approval and reviewed through detailed design stage.
2	Concern for drainage to homes along Upper Canada Drive	The submitted Functional Servicing Report has been reviewed against the Town's Engineering Standards, to ensure the proposed grading, drainage and servicing meets the Town's requirements, including having no negative impact on surrounding properties. The proposed lot sizes appear to be sufficient to meet required setbacks. This development will be serviced by municipal water and wastewater, and the proposed density is within the allocation obtained through front-ending agreements between the Town and developer. The proposed grades have been designed to match into the surrounding existing elevations, and to ensure drainage is captured internally (use of ditches to direct drainage to Stormwater Management facilities). Through detailed design, the Town's Engineers will continue to work with the applicant to further review the technical drawings against the Town's Engineering Standards.
3	Questioned how the proposed development will adhere to the Urban Design Guidelines, to ensure the proposed development is a similar built form to the adjacent subdivisions	The applicant has provided an Urban Design Brief to demonstrate how the proposed development adheres to the Town's Council approved Community and Architectural Design Guidelines for the Villages of Erin and Hillsburgh (the Guidelines). The applicant has identified the importance of ensuring the new dwellings complement not only the surrounding dwellings, but the existing farmhouse on the property that is to be protected and incorporated into the new subdivision.

4	Stated another school is not required as Ross R Mackay Public School is underutilized.	The School Board completes growth forecasts and based on the projected growth within Hillsburgh, they have identified the need for a second school.
5	Stated it is unnecessary to provide a park.	The Town plans for complete communities which includes public parks within walking distance to all new dwelling units. In addition, Trafalgar Road is a very busy County Road making it unsafe for children to cross to access Victoria Park. Locating a park within this subdivision will provide a safe space for children to play.
6	Traffic concerns along Trafalgar Road	The applicant has provided a Traffic Impact Study to support the proposed development. The TIS has reviewed existing conditions within Hillsburgh, to determine if the proposed road network and traffic calming measures with the proposal are appropriate, but to also determine the recommended improvements to the larger road network. The traffic impacts from trips generated by this development are moderate. The recommendations for the larger road network have been provided to the Town and County.
7	Concerns with requirement for existing homeowners to connect to municipal sanitary services once available	The Town is currently constructing a wastewater treatment facility to service new and some existing development. Please contact the Town's Engineering Department to determine if your property will be required to connect to sanitary services.
8	Concerns that construction will impact the homes along Upper Canada Drive (e.g. protecting existing trees, avoiding encroachment, avoiding excess noise, dust, vibration etc).	Through the detailed design stage, the applicant will be required to provide a construction management plan. This plan will identify potential impacts to adjacent properties and mitigation measures which will be put in place.
9	Timing of development relative to waste water	This development will proceed once municipal water and wastewater is available to service the new homes.
10	Questioned the direction of run-off and if it will be directed to the wooded area to the west and south-west.	The applicant has reviewed the proposed outlet for pond 2 with Credit Valley Conservation Authority, and they are in agreement that since the treed area and the clearing evidently receive runoff from the subdivision land, post development runoff from the subdivision should mimic the pre-development

		condition and continue to drain overland. The outlet from pond 2 will be designed to mimic pre-development conditions.
		Details to be reviewed at detailed design stage.
11	All homes should be fitted for EV outlets	The new dwellings will be subject to the requirements of the Ontario Building Code.
12	The existing heritage home should be preserved	The applicant is proposed to protect and designate the existing heritage home.
13	Questions regarding the proposed LIDs	The applicant is proposing LID measures for water balance within the Stormwater Management Facilities (to increase infiltration).
14	Request that prime agricultural lands be preserved for agricultural uses	The proposed development only includes lands that are within the settlement area of Hillsburgh, designated for urban development. No lands outside of the urban boundary will be developed.



Town of Erin

Corporate Report

Department: Community Services	Report Number: PR2024-04
Business Unit: Parks, Recreation & Culture	Meeting Date: 12/12/2024
Presented/ Prepared By: Jennifer McPetrie, Director of Community Services	

Subject

2025 Parks and Recreation Rates and Fees

Recommendation

That report number PR2024-04 “2025 Parks and Recreation Rates and Fees” be received for information;

And that By-law 24-55, to amend the Fees and Charges By-law, as listed on the December 12, 2024, agenda be approved.

Highlights

The following are key points for consideration with respect to this report:

- Rates and fees for all parks and recreation programs have been reviewed as part of the 2025 Budget process.
- The proposed rate and fee changes incorporate new programs, streamlining administrative processes for facility bookings, and ensuring alignment with neighbouring municipalities.
- The proposed fee adjustments, detailed in the by-law, are expected to generate approximately \$150,000 in additional revenue, which is reflected in the recommended 2025 program budgets.

Background

The Town of Erin's Fees and Charges By-law is established to ensure the financial sustainability and effective operation of Parks and Recreation services. The by-law provides the framework for the Town to collect user fees for services that deliver direct benefits to individuals, groups, and businesses.

The user fees by-law promotes the principle of cost recovery, enabling the Town to maintain high-quality facilities and services while reducing reliance on property tax revenues. By aligning fees with the costs associated with service delivery, the Town ensures that users contribute equitably to the operational and maintenance expenses of the services they use.

Discussion

The review of the Town's Parks and Recreation user fees has resulted in revisions to the fees as identified in the proposed by-law. The proposed changes aim to ensure financial sustainability, competitiveness, and alignment with market trends.

Key considerations include:

- Simplifying the fee structure by incorporating the capital surcharge into hourly facility rental fees to improve administrative efficiency and to transparently reflect the full cost of rentals.
- Fee adjustments were benchmarked against comparable municipalities, including Orangeville, Guelph, Caledon, and smaller Ontario municipalities such as West Lincoln, ensuring rates remain competitive within the region.
- Revisions account for inflationary impacts, ensuring costs are recovered without additional reliance on the tax levy.
- New program fees will support innovative programming opportunities that meet the evolving community needs.

Specific Fee Changes:

1. Facility Rentals:
 - The capital surcharge will be removed from all facility rentals and incorporated into the hourly rental fees, streamlining administrative processes and showcasing the true cost of rentals.
2. Advertising:
 - Arena Board Advertising costs will now include sign printing and installation fees, resulting in a seamless approach to advertising.
 - New advertising opportunities are being introduced for 2025, including scoreboard displays and digital advertising options.
3. New Program Fees
 - Additional fees categories have been incorporated into the by-law to support the growth and expansion of community program offerings.

Financial Implications

The annual review of fees and charges has resulted in the revisions identified in the proposed by-law. The updates have been fully integrated into the 2025 Operating Budget, contributing approximately \$150,000 in new revenue. This funding will support the ongoing operation, maintenance, and enhancement of Parks and Recreation services.

These updates reflect the Town's commitment to maintaining high-quality facilities and programs while ensuring fees remain fair, transparent, and aligned with community expectations. In most cases the revenue budgets reflect fee increases effective January 1, 2025, upon Council approval.

Strategic Pillar

Service Excellence & Good Governance
Growth Management

Conclusion

The proposed updates to the Fees and Charges By-law streamline processes, support new programming, and ensure the continued growth of Parks and Recreation in the Town of Erin. With approximately \$150,000 in new revenue projected for 2025, these changes balance fiscal responsibility with enhanced community services.

Attachments

Appendix A – Presentation for Updates to the 2025 Recreation and Parks Rates and Fees By-law

Jennifer McPetrie

Director of Community Services

Brian Kavanagh

Acting Chief Administrative Officer

Updates to the 2025 Recreation and Parks Rates and Fees By-Law



Review Priorities

1. Ensuring Competitive Rates:

- Aligning with neighboring municipalities to keep rates fair and competitive.
- Ensuring rentals and programs are affordable for residents and promote increased usage.

2. Enabling New Programs in 2025:

- New programs planned for 2025 include: fitness classes, creative programs, camps, drop-ins.
- Council-approved rates are required to implement these offerings.

3. Streamlining Processes:

- Simplifying customer booking by incorporating the capital surcharge into proposed rates.
- Reducing variations in fees for clarity and ease of understanding.



Key Changes and Benefits

- **Fee Adjustments for Clarity and Affordability:**
 - Example: Same rate for baseball diamond rentals (game vs. practice).
 - Users will experience savings while promoting higher usage.
- **Alignment with Best Practices:**
 - Adjusting fees to reflect actual service costs (e.g., birthday party rentals).
- **Improved Advertising Opportunities:**
 - New options: digital ads and arena scoreboard advertising.
 - Simplified process for arena board advertising:
 - Town manages sign production and installation for a single fee.



Benefits to the Community

- **Enhanced Service Levels:** Improved clarity and accessibility for customers.
- **Increased Affordability:** Competitive rates promote participation and usage.
- **Simplified Processes:** Reducing administrative steps and customer confusion.
- **Support for Growth:** New programs and advertising opportunities generate revenue while enhancing community engagement.

Implementation Plan

The implementation of the new fees will be rolled out in two stages:

- January 2025 for all new programs and services
- September 2025 for any ice related programs and rentals



Town of Erin

Corporate Report

Department: Planning & Development	Report Number: PD2024-19
Business Unit: Planning & Development	Meeting Date: 12/12/2024
Presented/ Prepared By: David Waters, Manager of Planning & Development	

Subject

Proposed Amendments to Seven Heritage Designation By-laws

Recommendation

That Council hereby receives report number PD2024-19 “Proposed Amendments to Seven Heritage Designation By-laws” for information;

And that Council authorizes and directs staff to publish and issue a Notice of Intention to Amend of By-laws numbered 23-48, 23-49, 23-51, 23-54, 23-57, 23-58 and 23-59.

Highlights

In November 2023 Council passed heritage By-Laws for seven properties located in the Village of Hillsburgh.

Through the review of the seven By-laws by the Town’s external counsel, it was discovered that the Property Identification Numbers (“PINs”) were inaccurate, and several of the legal descriptions were likewise deficient title. The seven properties are: 58A Trafalgar Road, 83 Trafalgar Road, 96 Trafalgar Road, 109 Trafalgar Road, 118 Trafalgar Road, 120 Trafalgar Road and 132 Trafalgar Road.

The advice received from the Town’s legal counsel to remedy the deficiencies in the seven By-laws was to follow the requirements of Section 30.1 of the Ontario Heritage Act. This includes consulting with the Heritage Committee, reporting to Council to receive direction to issue a Notice of Intention to Amend to each property owner and Council considering any objections received by the landowner before passing the amended By-laws. The amended by-laws will be subject to appeal.

The Town will send Notices of Passage (“NOP”) of the by-laws to each landowner and publish the NOP in the *Wellington Advertiser* for each amended by-law passed by Council. The amended by-laws will be registered on title for each property for those by-laws that are not the subject of an appeal to the OLT.

Background

In November 2023 Town Council passed heritage By-Laws for the following seven properties located in the Village of Hillsburgh: 58A Trafalgar Road, 83 Trafalgar Road, 96 Trafalgar Road, 109 Trafalgar Road, 118 Trafalgar Road, 120 Trafalgar Road and 132 Trafalgar Road.

The Town's external counsel was requested to register the seven By-Laws on title at which time it was discovered that the Property Identification Numbers ("PINs") were inaccurate, and a number of the legal descriptions were likewise deficient.

Discussion

The advice received from the Town's external Counsel is for the Town to remedy the deficiencies in the by-laws and proceed to register them in accordance with the Ontario Heritage Act following the requirements of Section 30.1. This includes consulting with the Heritage Committee before reporting to Council to receive direction to issue a Notice of Intention to Amend to the seven property owners and Council considering any objections received from the landowners. The amended by-laws will be subject to appeal.

Town staff consulted with the Heritage Committee on November 18, 2024, presenting the corrected legal descriptions and Property Identification Numbers for the seven properties and received support to proceed to Council to receive direction to issue a Notice of Intention to Amend these heritage by-laws.

Analysis

Section 30.1(2) of the Ontario Heritage Act specifies that the statutory rules pertaining to amending a designating by-law do not apply where the amendments either:

1. Clarify or correct the statement explaining the property's cultural heritage value or interest or the description of the property's heritage attributes.
2. Correct the legal description of the property.
3. Otherwise revise the by-law to make it consistent with the requirements of the OHA.

As prescribed by Section 30.1(5), the initial step is to consult with the Heritage Committee before reporting to Council seeking direction to issue a Notice of Intention to Amend a by-law to the owner of property.

If no notice of objection is filed or a notice of objection is served within the 30-day period but Council decides not to withdraw the Notice of Intention to Amend, Council may pass the amending by-law followed by:

- Publishing the Notices of Intention to Amend for each property in the *Wellington Advertiser*;
- Sending the Notices of Intention to Amend to each property owner and the Ontario Heritage Trust;

- Presenting the amended heritage by-laws to Council for adoption following the 30-day period objection period;
- Sending the Notices of the Passage (“NOP”) of the by-laws to each landowner and publishing the NOP in the Wellington Advertiser; and,
- Registering the Amended By-Laws on title for each property that are not subject of an OLT appeal.

Strategic Pillar

Healthy Lifestyle & Vibrant Community

Financial Impact

There will be advertising costs and costs for the registration of the designation by-law associated with this application which are covered by the Operating Budget of Planning and Building.

Conclusion

Based on the advice received from the Town’s external Counsel to remedy the title and legal description deficiencies of seven By-laws, staff are following the requirements of Section 30.1 of the Ontario Heritage Act.

Following the passing of the amended designation by-laws by Council, the Town will send the Notices of the Passage (“NOP”) of the by-laws to each landowner and publish the NOP in the Wellington Advertiser. The amended by-laws will be registered on title for each property.

David Waters, MCIP, RPP, PLE

Manager of Planning and Development

Brian Kavanagh

Acting Chief Administrative Officer



Town of Erin

Corporate Report

Department: Corporate Services	Report Number: F2024-30
Business Unit: Finance	Meeting Date: 12/12/2024
Presented/ Prepared By: Wendy Parr, Director of Finance & Treasurer	

Subject

First Quarter 2025 Water Service Rates and Service Fees and Interim Wastewater Rates

Recommendation

Be it resolved that Council hereby receives report number F2024-30 “First Quarter 2025 Water Service Rates and Service Fees, and Interim Wastewater Rates” for information;

And that By-law 24-56, First Quarter 2025 Water Service Rates and Service Fees, as listed on the December 12, 2024, agenda be approved;

And that By-law 24-57, Interim Wastewater Rates, as listed on the December 12, 2024, agenda be approved.

Background

Water Rates

Current water rates have been effective since 2020, and it is best practice to review them every four to five years. With the current water service rates and fees By-law 19-59 expiring December 31, 2024, it was determined to proceed on a quarterly basis until a water rate study is completed. Property taxes do not fund the operations of the water systems so a rate structure that is fair for all users to fund the operating and capital expenditures to deliver water services is required. Schedule “A” of By-law 24-56 establishes rates for the first quarter of 2025 that are in line with the previous five years that increased rates at 3% annually.

Wastewater

Watson & Associates Economists Ltd. were retained to prepare Interim Wastewater Rates, and these are presented in Appendix A – ‘Memorandum Regarding Interim Wastewater Rates’. Background is provided starting with a 2013 multi-year wastewater servicing planning process which was followed by the completion of a Municipal Class Environmental Assessment. Construction of the Water Resource Recovery Facility, pumping station and linear works began in 2022 with anticipated completion phased through 2025 and 2026. Currently, residents are moving into the Solmar subdivision, and this has necessitated the hauling of sewage from temporary holding tanks. The direct costs of this are addressed under By-law 24-57 by imposing wastewater charges on the

new homes to be included with the quarterly water service invoice and then redirected to Solmar. The memorandum recommends that the Town consider interim wastewater rates of \$83.33 per month (\$1,000 per year), with daily prorating for the units currently occupied, and that the Town undertake a full wastewater rate study once information related to the wastewater system's capital and operating expenditures are known. The recommendations contained in the memorandum by Watson & Associates Economists Ltd. will be implemented through the proposed By-law.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

There is a financial impact on the water program only. The proposed 3% water rate increase will address inflationary and age-based pressures on the funding of the Town's drinking water system.

Conclusion

That Council approves:

1. The First Quarter 2025 Water Service Rates and Service Fees By-Law.
2. The Interim Wastewater Rates By-law.

Attachments

Appendix A – Memorandum Regarding Interim Wastewater Rates

Wendy Parr

Director of Finance & Treasurer

Brian Kavanagh

Acting Chief Administrative Officer

Memorandum

To	Wendy Parr
From	Byron Tan
Date	November 29, 2024
Re:	Town of Erin – Interim Wastewater Rates

Fax Courier Mail Email

The following memo provides the background for the development of an Interim Wastewater Rate for the Town of Erin.

1. Background

The Town has been undertaking a multi-year wastewater servicing process dating back to 2013. B.M. Ross conducted the initial engineering evaluation which was presented in the 2014 Servicing and Settlement Master Plan (SSMP). The SSMP considered servicing and planning alternatives for wastewater and identified a preferred wastewater servicing strategy for existing and future development for both the Villages of Erin and Hillsburgh.

Following the SSMP, the Town subsequently completed the Urban Centre Wastewater Servicing Class EA (UCWS Class EA) to which the SSMP addressed Phase 1 and components of Phase 2 of the Class EA planning process (which contains a total of 5 phases). Ainley Consulting Engineers (Ainley) was then retained by the Town to undertake this next phase of work. In completing Phase 2 activities within the UCWS Class EA, the preferred solution remains as established under the SSMP, however, the serviced population was increased to 14,559 persons. This increase in the serviced population subsequently increased the costing for the wastewater system as the capacity of the plant was increased and the areas to be serviced was expanded. To evaluate the cost impact, the Town retained Watson in 2018 to undertake a financial assessment of the capital works provided by Ainley. The Ainley report and the Watson report were then considered by Council and approval was granted to move to the next stage which included completion of the Environmental Assessment and development of a financing plan.

In 2022, the Town secured tenders for the construction of the wastewater treatment plant (WWTP), pumping stations, and sanitary trunks sewers (linear segments). The construction of these works are underway and estimated to be complete in 2025/2026.



Although the wastewater infrastructure is anticipated to be operational by 2025/2026, there are approximately 70 residential units within Erin that have been constructed in the past few months and achieved occupancy, up to an estimated total of 734 units in 2025. It is noted that the operations of the treatment plant require a minimum level of sewage flow - present estimates indicate that this flow is equivalent to approximately 568 residential units.

Until the wastewater treatment plant is operational, all sewage generated from these homes need to be stored and then hauled to a treatment site. Presently, in order to move ahead with their development, Solmar have entered into an agreement with the Town whereby they would construct holding tanks and then truck the effluent several times a day to the receiving treatment facility.

As there are direct costs to Solmar, they have asked that the Town impose wastewater charges to these new homes and redirect these funds to Solmar to assist in offsetting their costs.

2. Interim Wastewater Rate

2.1 Criteria Determination

Typically, when calculating water or wastewater rates, a formal rate study is undertaken which utilizes a multi-year forecast of the following information:

- Capital expenditures (facilities, trunk mains, pumping stations, vehicles, equipment, lifecycle requirements, etc.);
- Operating expenditures (e.g. salaries and benefits, training, treatment, inspections, chemicals, hydro, OCWA contracts, etc.);
- Volumes (treated vs. billable volumes, existing vs. forecasted); and
- Customers (existing vs. new, residential vs. non-residential, etc.).

While the Town has the above information related to water (which is informing the current water rate study being undertaken), this information is not yet available for wastewater. It is anticipated that the Town will have this information prior to the completion of the treatment plant and associated wastewater infrastructure.

In the absence of a formal rate study, a survey of wastewater bills from select municipalities has been conducted to estimate a potential interim wastewater rate for the Town. The following criteria have been used in developing the survey:

- a) Wellington County municipalities with wastewater infrastructure:



- i. These municipalities provide a direct comparison as they are situated in the same County as Erin.
- b) Municipalities with wastewater treatment systems that discharges to a river or stream (similar to Erin).

2.2 Wastewater Survey

Based on the criteria presented in section 2, a survey of the following municipalities were undertaken to assess the potential interim wastewater rate for Erin:

- Guelph Eramosa
- Wellington North
- Centre Wellington
- Mapleton
- Minto
- Central Elgin
- Thames Centre
- Clearview
- Dutton Dunwich
- Southwest Middlesex
- Springwater

To assess the wastewater bills, the average billable water volumes within Erin were examined, as the wastewater bills are typically measured against the billable water usage. Based on the Town's historical water consumption of 240,570 m³ and 1,329 customers, an average annual volume of 181 m³ per customer was assumed. Using 181m³, the wastewater bills from the surveyed municipalities were calculated. The wastewater bills for the surveyed municipalities ranged from \$709 per year to \$1,127 per year.

It is assumed that OCWA will manage the wastewater system, although their costs for operating Erin's wastewater system is currently unknown. Based on a review of other municipalities, OCWA's contracts are generally provided as a fixed amount and typically includes day-to-day operating costs (salaries, maintenance, minor capital, etc.).

In the early stages of the contract, it is anticipated that the Town's fixed annual wastewater costs will be spread over a smaller number of users (those customers that



will initially connect to the Town's wastewater system), thus resulting in a higher annual cost per customer. Over time, as more users connect to the wastewater system, the Town's fixed annual wastewater costs will provide a lower cost per customer. However, as the customer base increases, the opportunity will arise to allow the Town to provide for added capital costs and lifecycle contributions into the rate structure, hence stabilizing the annual rate.

Based on the foregoing, and with discussions with Town staff, it recommended that the interim wastewater bill for the Town of Erin be set at flat rate of \$1,000 per year (\$83.33 per month). While it is not clear what the ultimate bill may be for users, it is expected that this level of a charge is reasonable in the interim.

A summary of the wastewater survey is presented below:

Municipality	Wastewater Annual Amount	Wastewater Monthly Amount
Southwest Middlesex - Wardsville	\$ 1,127.09	\$ 93.92
Springwater	\$ 1,043.01	\$ 86.92
Central Egin	\$ 1,005.93	\$ 83.83
Thames Centre	\$ 1,004.41	\$ 83.70
Erin	\$ 1,000.00	\$ 83.33
Minto	\$ 926.70	\$ 77.23
Clearview	\$ 924.61	\$ 77.05
Dutton Dunwich	\$ 887.17	\$ 73.93
Mapleton	\$ 848.77	\$ 70.73
Southwest Middlesex - Glencoe	\$ 834.07	\$ 69.51
Guelph Eramosa	\$ 806.60	\$ 67.22
Wellington North	\$ 718.92	\$ 59.91
Centre Wellington	\$ 709.31	\$ 59.11

Note: Amounts based on 181 m³ per year

This interim wastewater bill will be remitted to the developer for their temporary hauling and tipping costs of the affected residential units. It is noted that this fee will be reevaluated as part of a formal rate study once capital and operating information are known.

2.3 Prorating of the Interim Wastewater Bill

As described in section 1, there are approximately 70 residential units that are occupied with their sewage being hauled by the developer. Through discussions with Town staff,



it is suggested that a daily prorated wastewater bill dating back to occupancy be adopted, as this provides for equity and greater accuracy in revenue recovery.

Therefore, the wastewater bill will be calculated from the day they move in, as a percentage of the days left in the month based on the \$83.33 per month amount. The wastewater bills will be sent to the customers during the next quarter's water billings.

3. Recommendations and Conclusions

Based on the foregoing, the following recommendations are identified for the Town's consideration:

1. That the Town consider the Interim Wastewater Rates of \$83.33 per month (\$1,000 per year).
2. That the Town considers daily prorating of the Interim Wastewater Bills for the current occupied units.
3. That the Town undertake a full Wastewater Rate Study to replace the Interim Wastewater Rates once information related to the wastewater system's capital and operating expenditures are known.

We trust that the information provided in this memo assists the Town in determining an Interim Wastewater Rate.

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	Q1 2025	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 in early 2025.
3	Commitment to the creation of Green Community Standards.	Planning & Development	27-Jun-24	TBD	Staff are: <ul style="list-style-type: none"> • Aligning efforts with Wellington County and the Tri-County Green Standards; • Collaborating with the development community; • Developing a Green Charter.



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 24 – 54

A By-law to amend Zoning By-law 07-67, as amended, being the Zoning By-law for The Corporation of the Town of Erin for lands known as 5916 Trafalgar Road.

WHEREAS the Council of The Corporation of the Town of Erin deems it desirable to amend Zoning By-law 07-67, as amended, pursuant to Section 34 and 36 of the Planning Act, R.S.O. 1990, as amended, to permit development consisting of a residential plan of subdivision on certain lands located in the Hillsburgh Urban Area, municipally described as 5916 Trafalgar Road and legally described as Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248.

AND WHEREAS the Town of Erin Official Plan, as amended, provides for the lands affected by this by-law to be zoned as set forth in this By-law;

AND WHEREAS the By-law hereinafter set out includes the use of the Holding (H1, H2, H3) Symbols which restricts the use of the lands to those uses permitted in the Holding (H1, H2, H3) zones until the Holding (H1, H2, H3) Symbol is removed;

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

1. That Schedule “C” (Hillsburgh Zoning Map) of By-law 07-67, the Comprehensive Zoning By-law, is amended by Schedule ‘A’ to this By-law, by rezoning the lands legally described as Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248 from Future Development ‘FD’ and Future Development Exception Zone 102 ‘FD-102’ to the following zones:
 - i. Urban Residential Two Exception Zone ‘UR2-101’
 - ii. Urban Residential One Exception Zone ‘UR1-101’
 - iii. Urban Residential One Exception Zone ‘UR1-102’
 - iv. Institutional Exception Zone ‘I-104(H1)’
 - v. Open Space Recreation Exception Zone ‘OS1-111’;
 - vi. Open Space Recreation Exception Zone ‘OS1-112’;
 - vii. Open Space Recreation Exception Zone ‘OS1-113’;
 - viii. Highway Commercial Exception Zone ‘C2-110(H2)’;
 - ix. Future Development Exception Zone 103 ‘FD-103(H3)’; and
 - x. Future Development Exception Zone 104 ‘FD-104(H3)’.

2. That Section 14. “SPECIAL PROVISIONS”, be amended by the addition of the following new subsections to the URBAN RESIDENTIAL ZONES, INSTITUTIONAL ZONE, OPEN SPACE RECREATION ZONE, COMMERCIAL ZONE and FUTURE DEVELOPMENT ZONES subsections as applicable:

URBAN RESIDENTIAL EXCEPTION ZONES By-law, Location	Special Provisions						
UR2-101 Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248	1. Notwithstanding the provisions of the Urban Residential Two (UR2) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned UR2-101 on Schedule ‘A’ hereto, the following special provisions shall apply: Lot Requirements (Table 7): <table border="1" data-bbox="695 2306 1357 2448"> <tr> <td>Standard</td> <td>UR2-101</td> </tr> <tr> <td>Minimum <i>Exterior Side Yard</i></td> <td>3.0 m (2)</td> </tr> <tr> <td>Maximum <i>Building Height</i></td> <td>13.0 m</td> </tr> </table>	Standard	UR2-101	Minimum <i>Exterior Side Yard</i>	3.0 m (2)	Maximum <i>Building Height</i>	13.0 m
Standard	UR2-101						
Minimum <i>Exterior Side Yard</i>	3.0 m (2)						
Maximum <i>Building Height</i>	13.0 m						

	<p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <ul style="list-style-type: none"> i. Minimum 6.0 m for local to local streets ii. Minimum 6.0 m for local to collector streets iii. Minimum 15.24 m for local to arterial streets or as per County requirement iv. Minimum 15.24 m for collector to arterial streets or as per County requirement <p>All other provisions of By-law 07-67 shall apply as applicable.</p>																
<p>UR1-101 Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Urban Residential One (UR1) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned UR1-101 on Schedule 'A' hereto, the following special provisions shall apply:</p> <p>Lot Requirements (Table 7):</p> <ul style="list-style-type: none"> - For purposes of this by-law, the internal road will be deemed the front lot line and Trafalgar Road will be deemed the rear lot line - Frontage is from the internal road only, no access to Trafalgar Road - Accessory structures shall be constructed to the rear of the front façade of the main dwelling <table border="1" data-bbox="716 1104 1334 1580"> <thead> <tr> <th>Standard</th> <th>UR1-101</th> </tr> </thead> <tbody> <tr> <td>Minimum <i>Lot Area</i></td> <td>2,900 m²</td> </tr> <tr> <td>Minimum <i>Lot Frontage</i></td> <td>35.0 m</td> </tr> <tr> <td>Minimum <i>Rear Yard</i></td> <td>45.0 m</td> </tr> <tr> <td>Minimum <i>Front Yard</i> To Garage To Dwelling</td> <td>6.0 m 7.0 m</td> </tr> <tr> <td>Minimum <i>Interior Yard</i> North South West</td> <td>4.0 m 16.0 m 11.0 m</td> </tr> <tr> <td>Maximum <i>Building Height</i></td> <td>13.0 m</td> </tr> <tr> <td>Maximum <i>Lot Coverage</i></td> <td>20 %</td> </tr> </tbody> </table> <p>All other provisions of By-law 07-67 shall apply as applicable.</p>	Standard	UR1-101	Minimum <i>Lot Area</i>	2,900 m ²	Minimum <i>Lot Frontage</i>	35.0 m	Minimum <i>Rear Yard</i>	45.0 m	Minimum <i>Front Yard</i> To Garage To Dwelling	6.0 m 7.0 m	Minimum <i>Interior Yard</i> North South West	4.0 m 16.0 m 11.0 m	Maximum <i>Building Height</i>	13.0 m	Maximum <i>Lot Coverage</i>	20 %
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Maximum <i>Building Height</i>	13.0 m																
Maximum <i>Lot Coverage</i>	20 %																
<p>UR1-102 Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Urban Residential One (UR1) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned UR1-102 on Schedule 'A' hereto, the following special provisions shall apply:</p> <p>Lot Requirements (Table 9):</p> <table border="1" data-bbox="657 1924 1354 2072"> <thead> <tr> <th>Standard</th> <th>UR1-102</th> </tr> </thead> <tbody> <tr> <td>Minimum <i>Frontage</i></td> <td>6.0 m per end unit or corner lot</td> </tr> <tr> <td>Maximum <i>Building Height</i></td> <td>13.0 m</td> </tr> </tbody> </table> <p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <ul style="list-style-type: none"> i. Minimum 6.0 m for local to local streets ii. Minimum 6.0 m for local to collector streets <p>All other provisions of By-law 07-67 shall apply as applicable.</p>	Standard	UR1-102	Minimum <i>Frontage</i>	6.0 m per end unit or corner lot	Maximum <i>Building Height</i>	13.0 m										
Standard	UR1-102																
Minimum <i>Frontage</i>	6.0 m per end unit or corner lot																
Maximum <i>Building Height</i>	13.0 m																

INSTITUTIONAL EXCEPTION ZONE By-law, Location	Special Provisions
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<p>I-104(H1) Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Institutional (I) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned I-104(H1) on Schedule 'A' hereto, the following provisions shall apply subject to any holding (H1) symbol requirements in Section 2 as may apply:</p> <p>Only Permitted Uses:</p> <ul style="list-style-type: none"> - <i>Parks</i> - <i>Schools</i> - <i>Day Nursery</i> in accordance with subsection 4.7 - <i>Single Detached Dwellings</i> in accordance with the UR2-101 Zone - Uses accessory to the foregoing permitted uses <p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <ul style="list-style-type: none"> i. Minimum 6.0 m for local to local streets ii. Minimum 6.0 m local to collector streets <p>All other provisions of By-law 07-67 shall apply as applicable.</p> <p>2. A Holding (H1) Symbol is applied to lands Zoned 'I-104'.</p> <p>A) The following provisions shall apply to all lands zoned with a holding provision (H1) as shown on Schedule "A" to this By-law until the holding provision (H1) is removed from the lands or a portion thereof pursuant to Subsection 36(3) or (4) of the Planning Act:</p> <ul style="list-style-type: none"> i. Only the following uses are permitted prior to the removal of the Holding (H1) Symbol: <ul style="list-style-type: none"> a) Uses lawfully existing as of the date of the enactment of this By-law b) <i>Parks</i> c) <i>Schools</i> d) <i>Day Nursery</i> in accordance with subsection 4.7 ii. Until such time as the Holding (H1) Symbol is removed, Single Detached Dwellings in accordance with the UR2-101 Zone shall not be a permitted use. <p>B) The Council of the Town of Erin shall not remove the Holding (H1) Symbol from the 'I-104' Zone until the following conditions have been complied with:</p> <ul style="list-style-type: none"> i. Confirmation from the Town that adequate water and wastewater service is available; ii. Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin; iii. If land is to be used for residential purposes, confirmation that the School Board(s) determined the site is not required for a school; and iv. If land is to be used for residential purposes, Draft Plan of Subdivision approval and a Subdivision Agreement registered on title.
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<p>OPEN SPACE RECREATION EXCEPTION ZONES By-law, Location</p>	<p>Special Provisions</p>
<p>OS1-111 Hillsburgh Heights / Briarwood By-law # 24-54</p>	<p>1. Notwithstanding the provisions of the Open Space Recreation (OS1) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned OS1-111 on Schedule 'A' hereto, the following provisions shall apply:</p>

<p>5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>Only Permitted Use: - A 6.0 m Wide Public Walkway</p> <p>All other provisions of By-law 07-67 shall apply as applicable.</p>
<p>OS1-112 Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Open Space Recreation (OS1) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned OS1-112 on Schedule 'A' hereto, the following provisions shall apply:</p> <p>Only Permitted Use: - A 9.5 m Diversion Ditch</p> <p>All other provisions of By-law 07-67 shall apply as applicable.</p>
<p>OS1-113 Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Open Space Recreation (OS1) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned OS1-113 on Schedule 'A' hereto, the following provisions shall apply:</p> <p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <ul style="list-style-type: none"> i. Minimum 6.0 m for local to local streets ii. Minimum 6.0 m for local to collector streets <p>All other provisions of By-law 07-67 shall apply as applicable.</p>

<p>COMMERCIAL EXCEPTION ZONE By-law, Location</p>	<p>Special Provisions</p>
<p>C2-110(H2) Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Highway Commercial (C2) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned C2-110(H2) on Schedule 'A' hereto, the following special provisions shall apply once the Holding (H2) Symbol has been lifted:</p> <p>Only Permitted Uses: - <i>Bank or financial Institution</i> - <i>Business or Professional Office</i> - <i>Convenience Store</i> - <i>Medical Clinic</i> - <i>Personal Service Shop</i> - <i>Restaurant or Tavern</i> - <i>Retail or Grocery Store</i> - <i>Specialty Food Store</i></p> <p>All uses shall be subject to the performance standards applicable to the C2 zone.</p> <p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <ul style="list-style-type: none"> i. Minimum 6.0 m for local to collector streets ii. Minimum 15.24 m for collector to arterial streets or as per County requirement <p>All other provisions of By-law 07-67 shall apply as applicable.</p>

	<p>2. No person within the lands zoned 'C2-110(H2)' shall use any lot or erect, alter or use any buildings or structures for any purpose except for those uses which lawfully existed on the date of passing of this By-law unless an amendment to this By-law or removal of the "(H2)" prefix, as identified, is approved by Council of the Town of Erin and comes into full force and effect.</p> <p>3. A Holding (H2) Symbol is applied to lands Zoned 'C2-110'. The Council of the Town of Erin shall not remove the Holding (H2) Symbol from the 'C2-110' zone until the following conditions have been complied with:</p> <ul style="list-style-type: none"> i. Confirmation from the Town that adequate water and wastewater service is available; ii. Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin; and iii. Site Plan approval and Site Plan Agreement registered on title.
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FUTURE DEVELOPMENT EXCEPTION ZONES By-law, Location	Special Provisions						
<p>FD-103(H3) Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Urban Residential Two (UR2) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned FD-103(H3) on Schedule 'A' hereto, the following special provisions shall apply once the Holding (H3) Symbol has been lifted:</p> <p>Lot Requirements (Table 7):</p> <table border="1" style="margin-left: 40px;"> <tr> <td>Standard</td> <td>FD-103(H3)</td> </tr> <tr> <td>Minimum <i>Exterior Side Yard</i></td> <td>3.0 m (2)</td> </tr> <tr> <td>Maximum <i>Building Height</i></td> <td>13.0 m</td> </tr> </table> <p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <ul style="list-style-type: none"> i. Minimum 6.0 m for local to local streets <p>All other provisions of By-law 07-67 shall apply as applicable.</p> <p>2. No person within the lands zoned 'FD-103(H3)' shall use any lot or erect, alter or use any buildings or structures for any purpose except for those uses which lawfully existed on the date of passing of this By-law unless an amendment to this By-law or removal of the "(H3)" prefix, as identified, is approved by Council of the Town of Erin and comes into full force and effect.</p> <p>3. A Holding (H3) Symbol is applied to lands Zoned 'FD-103'. The Council of the Town of Erin shall not remove the Holding (H3) Symbol from the 'FD-103'(H3) zone until the following conditions have been complied with:</p> <ul style="list-style-type: none"> i. Confirmation from the Town that adequate water and wastewater service is available; ii. Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin; iii. Draft Plan of Subdivision approval and a Subdivision Agreement registered on title; iv. Confirmation that the lands have been appropriately zoned by a zoning by-law; and v. All necessary approvals required by other 	Standard	FD-103(H3)	Minimum <i>Exterior Side Yard</i>	3.0 m (2)	Maximum <i>Building Height</i>	13.0 m
Standard	FD-103(H3)						
Minimum <i>Exterior Side Yard</i>	3.0 m (2)						
Maximum <i>Building Height</i>	13.0 m						

	commenting agencies and authorities.						
<p>FD-104(H3) Hillsburgh Heights / Briarwood By-law # 24-54 5916 Trafalgar Road Part of Lot 26, Concession 7, Erin, as in RO760763; Erin subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248</p>	<p>1. Notwithstanding the provisions of the Urban Residential One (UR1) Zone or any other provisions in By-law 07-67 to the contrary, for the lands zoned FD-104(H3) on Schedule 'A' hereto, the following special provisions shall apply once the Holding (H3) Symbol is lifted:</p> <p>Lot Requirements (Table 9):</p> <table border="1" data-bbox="659 532 1354 639"> <tr> <td>Standard</td> <td>FD-104(H3)</td> </tr> <tr> <td>Minimum <i>Frontage</i></td> <td>6.0 m per unit</td> </tr> <tr> <td>Maximum <i>Building Height</i></td> <td>13.0 m</td> </tr> </table> <p>Notwithstanding Section 4.8.2 <i>Daylight Triangle</i>, the following provisions shall apply:</p> <p style="padding-left: 40px;">i. Minimum 6.0 m for local to local streets</p> <p>All other provisions of By-law 07-67 shall apply as applicable.</p> <p>2. No person within the lands zoned 'FD-104(H3)' shall use any lot or erect, alter or use any buildings or structures for any purpose except for those uses which lawfully existed on the date of passing of this By-law unless an amendment to this By-law or removal of the "(H3)" prefix, as identified, is approved by Council of the Town of Erin and comes into full force and effect.</p> <p>3. A Holding (H3) Symbol is applied to lands Zoned 'FD-104'. The Council of the Town of Erin shall not remove the Holding (H3) Symbol from the 'FD-104'(H3) zone until the following conditions have been complied with:</p> <p style="padding-left: 40px;">i. Confirmation from the Town that adequate water and wastewater service is available;</p> <p style="padding-left: 40px;">ii. Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin.</p> <p style="padding-left: 40px;">iii. Draft Plan of Subdivision approval and a Subdivision Agreement registered on title;</p> <p style="padding-left: 40px;">iv. Confirmation that the lands have been appropriately zoned by a zoning by-law; and</p> <p style="padding-left: 40px;">v. All necessary approvals required by other commenting agencies and authorities.</p>	Standard	FD-104(H3)	Minimum <i>Frontage</i>	6.0 m per unit	Maximum <i>Building Height</i>	13.0 m
Standard	FD-104(H3)						
Minimum <i>Frontage</i>	6.0 m per unit						
Maximum <i>Building Height</i>	13.0 m						

3. That the Subject Land as shown on Schedule 'A' to this by-law shall be subject to all other applicable regulations of Zoning By-law 07-67, as amended.
4. That this By-law shall come into force on the date it is passed by the Council of The Corporation of the Town of Erin subject to the applicable provisions of the Planning Act, R.S.O. 1990, as amended.

Passed in open Council this 12th day of December 2024.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

THE CORPORATION OF THE TOWN OF ERIN

EXPLANATION OF BY-LAW #24-54

By-law Number 24–54 amends the Town of Erin Zoning By-law 07-67, as amended, by rezoning lands 5916 Trafalgar Road, legally described as Part of Lot 26, Concession 7, Erin, as in RO760763; ERIN subject to easement in favour of The Corporation of the Town of Erin over Part 1, 61R8627 as in LT66248 from Future Development 'FD' and Future Development Exception Zone 102 'FD-102' to Urban Residential Two Exception Zone 'UR2-101', Urban Residential One Exception Zone 'UR1-101', Urban Residential One Exception Zone 'UR1-102', Institutional Exception Zone 'I-104(H1)', Open Space Recreation Exception Zone 'OS1-111', Open Space Recreation Exception Zone 'OS1-112', Open Space Recreation Exception Zone 'OS1-113', Highway Commercial 'C2-110(H2)', Future Development Exception Zone 103 'FD-103(H3)' and Future Development Exception Zone 104 'FD-104(H3)'.

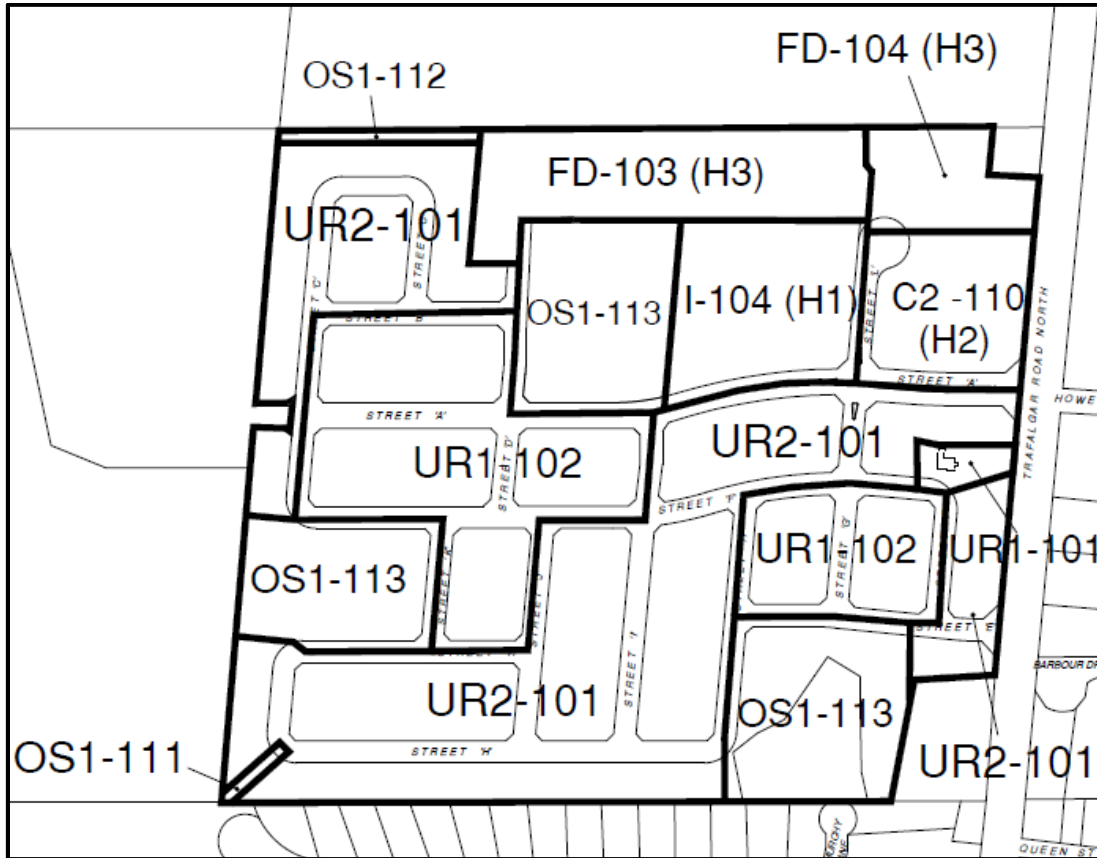
The purpose of the proposed Zoning By-law Amendment is to rezone the property to permit development of a plan of subdivision for 195 single detached dwellings, 174 townhouse dwellings, an existing heritage dwelling, school block, park block and two stormwater management blocks. Future development lands have been zoned for single detached dwellings, townhouse dwellings and a commercial block. The exception zones establish site specific zoning provisions related, but not limited to, permitted uses, lot area, lot lines, setbacks, height, coverage and daylight triangles.

A Holding (H1) provision has been proposed for the lands zoned Institutional Exception Zone 'I-104(H1)' that will prohibit development until such time that i) Confirmation from the Town that adequate water and wastewater service is available; ii) Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin; iii) If land is to be used for residential purposes, confirmation that the School Board(s) determined the site is not required for a school; and iv) If land is to be used for residential purposes, Draft Plan of Subdivision approval and a Subdivision Agreement registered on title.

A Holding (H2) provision has been proposed for the lands zoned Highway Commercial 'C2-110(H2)' that will prohibit development until such time that i) Confirmation from the Town that adequate water and wastewater service is available; ii) Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin; and iii) Site Plan approval and Site Plan Agreement registered on title.

A Holding (H3) provision has been proposed for the lands zoned Future Development Exception Zone 103 'FD-103(H3)' and Future Development Exception Zone 104 'FD-104(H3)' that will prohibit development until such time i) Confirmation from the Town that adequate water and wastewater service is available; ii) Confirmation that servicing allocation has been granted to the satisfaction of the Corporation of the Town of Erin; iii) Draft Plan of Subdivision approval and a Subdivision Agreement registered on title; iv) Confirmation that the lands have been appropriately zoned by a zoning by-law; and v) All necessary approvals required by other commenting agencies and authorities.

THE CORPORATION OF THE TOWN OF ERIN
BY-LAW #24-54
SCHEDULE 'A'



Lands to be rezoned from Future Development 'FD' and Future Development Exception Zone 102 'FD-102' to Urban Residential Two Exception Zone 'UR2-101', Urban Residential One Exception Zone 'UR1-101', Urban Residential One Exception Zone 'UR1-102', Institutional Exception Zone 'I-104(H1)', Open Space Recreation Exception Zone 'OS1-111', Open Space Recreation Exception Zone 'OS1-112', Open Space Recreation Exception Zone 'OS1-113', Highway Commercial 'C2-110(H2)', Future Development Exception Zone 103 'FD-103(H3)' and Future Development Exception Zone 104 'FD-104(H3)' .

This is Schedule 'A' to By-law #24-54

Passed in open Council this 12th day of December 2024.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 24 – 55

A By-law to amend By-law 24-36, being a By-law to establish fees and charges for various services provided by The Corporation of the Town of Erin.

Whereas, Section 391, Part XIII of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “Act”) as amended, authorizes a municipality to impose fees or charges on persons;

And Whereas, pursuant to Section 385 of the Act, a municipality may fix a scale of costs to be charged as the reasonable costs of proceedings under Part XI, which scale shall be designed to meet only the anticipated costs of the municipality;

And Whereas, the Council of The Corporation of the Town of Erin deems it necessary to amend part of By-law 24-36;

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

- That the “Parks and Recreation Price Lists” found within Schedule “A” of By-law 24-36 is hereby repealed and replaced with the following:

Service Provided	Unit of Measure	HST Y/N	Capital Surcharge	Previously Approved 2025 Base fee	2025 Proposed Base Fee	HST \$	2025 Fee (tax included)	Effective Date	% increase/decrease
Administration Fees									
Service Area: Administration Fees									
Cancellation of Rental Contracts past deadline	per rental	Y	\$ -		50%	\$ -	\$ -	Jan-25	0%
Camp Late Pick Up Fee	per 15 minutes	Y	\$ -		\$ 5.00	\$ 0.65	\$ 5.65	Jan-25	0%
Camp withdrawal fee	per program	Y			50%	\$ -	\$ -	Jan-25	0%
Administration Fees (cancellations)	flat fee	Y	\$ -	\$ 25.00	\$ 25.00	\$ 3.25	\$ 28.25	Jan-25	0%

Promotion & Marketing

Service Area: Promotion & Marketing - Arena Board Advertising - Not for Profit Groups									
Erin Arena	1 year	Y	\$ -	\$ 427.45	\$ 750.00	\$ 97.50	\$ 847.50	Jan-25	75%
Hillsburgh Arena	1 year	Y	\$ -	\$ 176.85	\$ 500.00	\$ 65.00	\$ 565.00	Jan-25	183%

* 15% discount for annual renewals utilizing their current signs. Increase in costs includes cost of signage and installation.

Service Area: Promotion & Marketing - Arena Board Advertising									
Erin Arena	1 year	Y	\$ -	\$ 427.45	\$ 950.00	\$ 123.50	\$ 1,073.50	Jan-25	122%
Hillsburgh Arena	1 year	Y	\$ -	\$ 176.85	\$ 650.00	\$ 84.50	\$ 734.50	Jan-25	268%

* 15% discount for annual renewals utilizing their current signs. Increase in costs includes cost of signage and installation.

Service Area: Promotion & Marketing - Wall Advertising - Not for Profit Groups									
Erin Arena	1 year	Y	\$ -	\$ 388.18	\$ 750.00	\$ 97.50	\$ 847.50	Jan-25	93%
Hillsburgh Arena	1 year	Y	\$ -	\$ 176.85	\$ 500.00	\$ 65.00	\$ 565.00	Jan-25	183%

* 15% discount for annual renewals utilizing their current signs. Increase in costs includes cost of signage and installation.

Service Area: Promotion & Marketing - Wall Advertising

Erin Arena	1 year	Y	\$ -	\$ 388.18	\$ 950.00	\$ 123.50	\$ 1,073.50	Jan-25	145%
Hillsburgh Arena	1 year	Y	\$ -	\$ 176.85	\$ 650.00	\$ 84.50	\$ 734.50	Jan-25	268%
* 15% discount for annual renewals utilizing their current signs. Increase in costs includes cost of signage and installation.									

Service Area: Promotion & Marketing - Zamboni Wrap

Erin Arena	1 year	Y	\$ -	\$ 1,023.19	\$ 2,000.00	\$ 260.00	\$ 2,260.00	Jan-25	95%
Hillsburgh Arena	1 year	Y	\$ -	\$ 833.06	\$ 1,000.00	\$ 130.00	\$ 1,130.00	Jan-25	20%

Service Area: Promotion & Marketing - Score Clock

Erin Arena - Side Pannels	5 years	Y	\$ -	\$ -	\$ 3,000.00	\$ 390.00	\$ 3,390.00	Jan-25	0%
Erin Arena - Top Panel	5 years	Y	\$ -	\$ -	\$ 5,000.00	\$ 650.00	\$ 5,650.00	Jan-25	0%
Erin Arena - Bottom Panel	5 years	Y	\$ -	\$ -	\$ 5,000.00	\$ 650.00	\$ 5,650.00	Jan-25	0%

Service Area: Promotion & Marketing - Ice Logos

Erin Arena - Centre Ice	per season	Y	\$ -	\$ -	\$ 700.00	\$ 91.00	\$ 791.00	Jan-25	0%
Erin Arena	per season	Y	\$ -	\$ -	\$ 350.00	\$ 45.50	\$ 395.50	Jan-25	0%
Hillsburgh Arena - Centre Ice	per season	Y	\$ -	\$ -	\$ 400.00	\$ 52.00	\$ 452.00	Jan-25	0%
Hillsburgh Arena	per season	Y	\$ -	\$ -	\$ 200.00	\$ 26.00	\$ 226.00	Jan-25	0%

Service Area: Promotion & Marketing - Digital Signage

Erin Arena	per month	Y	\$ -	\$ -	\$ 200.00	\$ 26.00	\$ 226.00	Jan-25	0%
Hillsburgh Arena	per month	Y	\$ -	\$ -	\$ 125.00	\$ 16.25	\$ 141.25	Jan-25	0%

Service Area: Lease/License Agreements (Annual fees)

Not for Profit Group - Storage/Office Space	sq. ft	Y	\$ -	\$ -	\$ 4.00	\$ 0.52	\$ 4.52	Jan-25	0%
For Profit Groups - Storage/Office Space	sq. ft	Y	\$ -	\$ -	\$ 8.00	\$ 1.04	\$ 9.04	Jan-25	0%
Day Care Lease Centre 2000	per month	Y	\$ -	\$ 1,699.59	\$ 1,699.59	\$ 220.95	\$ 1,920.54	Jan-25	0%
Community Room Lease Centre 2000	per month	Y	\$ -	\$ 1,510.71	\$ 1,510.71	\$ 196.39	\$ 1,707.10	Jan-25	0%
Erin Concession	per month	Y	\$ -	\$ 231.86	\$ 231.86	\$ 30.14	\$ 262.00	Jan-25	0%
Barbour Fields Concession	per month	Y	\$ -	\$ 227.38	\$ 227.38	\$ 29.56	\$ 256.94	Jan-25	0%
Lease (Ballinafad)	per month	Y	\$ -	\$ 619.47	\$ 619.47	\$ 80.53	\$ 700.00	Jan-25	0%

*current rates are based on a flat fee

Facility Bookings

Service Area: Ice Rentals Hillsburgh

Prime Time - Youth	per hour	Y	\$ 10.00	\$ 166.31	\$ 176.31	\$ 22.92	\$ 199.23	Sep-25	6%
Prime Time - Resident	per hour	Y	\$ 10.00	\$ 185.09	\$ 195.09	\$ 25.36	\$ 220.45	Sep-25	5%
Prime Time - Non Resident	per hour	Y	\$ 10.00	\$ 215.29	\$ 225.29	\$ 29.29	\$ 254.58	Sep-25	5%
Prime Time - Commercial	per hour	Y	\$ 10.00	\$ 215.29	\$ 225.29	\$ 29.29	\$ 254.58	Sep-25	5%
Non Prime Time - Under 6 skaters	per hour	Y	\$ 5.00	\$ 55.90	\$ 60.90	\$ 7.92	\$ 68.82	Sep-25	9%
Non Prime Time - Additional Skaters	per hour	Y	\$ -	\$ 16.07	\$ 16.07	\$ 2.09	\$ 18.16	Sep-25	0%
Non Prime Time	per hour	Y	\$ 10.00	\$ 98.59	\$ 108.59	\$ 14.12	\$ 122.71	Sep-25	10%
Non Prime Time - School Groups	per hour	Y	\$ 10.00	\$ 82.94	\$ 92.94	\$ 12.08	\$ 105.02	Sep-25	12%

Local Adult Leagues	per hour	Y	\$ 10.00	\$ 196.16	\$ 206.16	\$ 26.80	\$ 232.96	Sep-25	5%
School Break/Holiday Ice Time	per hour	Y	\$ 10.00	\$ 135.57	\$ 195.09	\$ 25.36	\$ 220.45	Sep-25	44%
Add Last Minute Booking Prime Time	per hour	Y	\$ 10.00	\$ -	\$ 176.31	\$ 22.92	\$ 199.23	Jan-25	0%

Service Area: Ice Rentals Erin

Prime Time - Youth	per hour	Y	\$ 10.00	\$ 181.55	\$ 191.55	\$ 24.90	\$ 216.45	Sep-25	6%
Prime Time - Resident	per hour	Y	\$ 10.00	\$ 214.38	\$ 224.38	\$ 29.17	\$ 253.55	Sep-25	5%
Prime Time - Non Resident	per hour	Y	\$ 10.00	\$ 255.42	\$ 265.42	\$ 34.50	\$ 299.92	Sep-25	4%
Prime Time - Commercial	per hour	Y	\$ 10.00	\$ 255.42	\$ 265.42	\$ 34.50	\$ 299.92	Sep-25	4%
Prime Time - School Group	per hour	Y	\$ 10.00	\$ 181.55	\$ 191.55	\$ 24.90	\$ 216.45	Sep-25	6%
Non Prime Time - Under 6 skaters	per hour	Y	\$ 10.00	\$ 57.00	\$ 67.00	\$ 8.71	\$ 75.71	Sep-25	18%
Non Prime Time - Additional Skaters	per hour	Y	\$ -	\$ 16.39	\$ 16.39	\$ 2.13	\$ 18.52	Sep-25	0%
Non Prime Time	per hour	Y	\$ 10.00	\$ 127.16	\$ 137.16	\$ 17.83	\$ 154.99	Sep-25	8%
Non Prime Time - School Groups	per hour	Y	\$ 10.00	\$ 84.57	\$ 94.57	\$ 12.29	\$ 106.86	Sep-25	12%
Local Adult Leagues	per hour	Y	\$ 10.00	\$ 221.57	\$ 231.57	\$ 30.10	\$ 261.67	Sep-25	5%
School Break/Holiday Ice Time	per hour	Y	\$ 10.00	\$ 141.01	\$ 224.38	\$ 29.17	\$ 253.55	Sep-25	59%
Last Minute Booking Prime Time	per hour	Y	\$ 10.00	\$ -	\$ 191.56	\$ 24.90	\$ 216.46	Jan-25	0%

Service Area: Floor Rentals Erin

Prime Time	per hour	Y	\$ 5.00	\$ 81.35	\$ 86.35	\$ 11.23	\$ 97.58	Jan-25	6%
Non Prime Time	per hour	Y	\$ 5.00	\$ -	\$ 67.44	\$ 8.77	\$ 76.21	Jan-25	0%
Full Day Event	flat fee	Y	\$ 5.00	\$ 851.93	\$ 856.93	\$ 111.40	\$ 968.33	Jan-25	1%
Non Profit Full Day Event	flat fee	Y	\$ 5.00	\$ 681.55	\$ 686.55	\$ 89.25	\$ 775.80	Jan-25	1%
Non Profit Hourly	per hour	Y	\$ 5.00	\$ 65.08	\$ 70.08	\$ 9.11	\$ 79.19	Jan-25	8%
School Rate	per hour	Y	\$ 5.00	\$ 56.94	\$ 61.94	\$ 8.05	\$ 69.99	Jan-25	9%
Special Events for Profit	flat fee	Y	\$ 100.00	\$ 3,182.70	\$ 3,282.70	\$ 426.75	\$ 3,709.45	Jan-25	3%
Trade Shows Daily	flat fee	Y	\$ 100.00	\$ 2,652.25	\$ 2,752.25	\$ 357.79	\$ 3,110.04	Jan-25	4%

Service Area: Floor Rentals Hillsburgh

Hourly Rental	per hour	Y	\$ 5.00	\$ 62.44	\$ 67.44	\$ 8.77	\$ 76.21	Jan-25	8%
Full Day Event	flat fee	Y	\$ 50.00	\$ 944.22	\$ 994.22	\$ 129.25	\$ 1,123.47	Jan-25	5%
Non Profit Full Day Event	flat fee	Y	\$ 25.00	\$ 718.01	\$ 743.01	\$ 96.59	\$ 839.60	Jan-25	3%
Commercial/Trade Shows Daily	flat fee	Y	\$ 100.00	\$ 2,121.80	\$ 2,221.80	\$ 288.83	\$ 2,510.63	Jan-25	5%

Service Area: Erin Community Centre 2000

Shamrock Room Full	per hour	Y	\$ 5.00	\$ 70.34	\$ 57.00	\$ 7.41	\$ 64.41	Jan-25	-19%
Shamrock Room Half	per hour	Y	\$ 5.00	\$ 43.28	\$ 35.00	\$ 4.55	\$ 39.55	Jan-25	-19%
Shamrock Room General Meeting	per hour	Y	\$ 5.00	\$ 24.60	\$ 25.00	\$ 3.25	\$ 28.25	Jan-25	2%
Shamrock Room Daily Flat Fee	flat fee	Y	\$ 25.00	\$ 603.92	\$ 625.00	\$ 81.25	\$ 706.25	Jan-25	3%
Shamrock Room Daily Flat Fee (Mon - Thurs)	flat fee	Y	\$ 25.00	\$ 475.16	\$ 500.00	\$ 65.00	\$ 565.00	Jan-25	5%
Excessive Clean Up	per hour	Y	\$ -	\$ 70.00	\$ 70.00	\$ 9.10	\$ 79.10	Jan-25	0%

Upper Cafeteria (with full room rental)	flat fee	Y	\$ 25.00	\$ 193.72	\$ 210.00	\$ 27.30	\$ 237.30	Jan-25	8%
Non-Profit Full Day Event	flat fee	Y	\$ 25.00	\$ 444.25	\$ 470.00	\$ 61.10	\$ 531.10	Jan-25	6%
Non-Profit Meeting Full Shamrock Room	per hour	Y	\$ 5.00	\$ 21.33	\$ 23.00	\$ 2.99	\$ 25.99	Jan-25	8%
Non-Profit Meeting Half Shamrock Room	per hour	Y	\$ 5.00	\$ 10.72	\$ 11.00	\$ 1.43	\$ 12.43	Jan-25	3%
Theatre - Non Resident Hourly	per hour	Y	\$ 20.00	\$ 187.48	\$ 190.00	\$ 24.70	\$ 214.70	Jan-25	1%
Theatre - Non Resident 8 Hour flat rate	flat fee	Y	\$ 40.00	\$ 1,076.30	\$ 1,100.00	\$ 143.00	\$ 1,243.00	Jan-25	2%
Theatre - Resident Hourly	per hour	Y	\$ 20.00	\$ 94.17	\$ 95.00	\$ 12.35	\$ 107.35	Jan-25	1%
Theatre - Resident 8 Hour flat rate	flat fee	Y	\$ 40.00	\$ 628.60	\$ 670.00	\$ 87.10	\$ 757.10	Jan-25	7%
Theater - Non-Profit Hourly	per hour	Y	\$ 20.00	\$ 68.42	\$ 70.00	\$ 9.10	\$ 79.10	Jan-25	2%
Theatre - Non-Profit 8 hour flat rate	flat fee	Y	\$ 40.00	\$ 483.26	\$ 525.00	\$ 68.25	\$ 593.25	Jan-25	9%
Tech Staff (per staff)	per hour	Y			\$ 30.00	\$ 3.90	\$ 33.90	Jan-25	0%
Risers (additional 100 seats)	flat fee	Y		\$ 194.41	\$ 194.41	\$ 25.27	\$ 219.68	Jan-25	0%
Green Room/Back of theatre	per hour	Y	\$ 5.00	\$ 26.52	\$ 27.00	\$ 3.51	\$ 30.51	Jan-25	2%

Service Area: Hillsburgh Community Centre

Hall Hourly	per hour	Y	\$ 5.00	\$ 64.46	\$ 50.00	\$ 6.50	\$ 56.50	Jan-25	-22%
Hall Full Day - with alcohol	flat fee	Y	\$ 25.00	\$ 483.65	\$ 500.00	\$ 65.00	\$ 565.00	Jan-25	3%
Hall Full Day - Non Profit	flat fee	Y	\$ 25.00	\$ 268.90	\$ 275.00	\$ 35.75	\$ 310.75	Jan-25	2%
Hall Meeting	per hour	Y	\$ 5.00	\$ 24.60	\$ 25.00	\$ 3.25	\$ 28.25	Jan-25	2%

Service Area: Ballinafad Community Centre

Hall Weekday (4 hour minimum)	per hour	Y		\$ 16.43	\$ 16.43	\$ 2.14	\$ 18.57	Jan-25	0%
Hall Friday After 4 pm	flat fee	Y		\$ 174.31	\$ 174.31	\$ 22.66	\$ 196.97	Jan-25	0%
Saturday After 10 am	flat fee	Y		\$ 348.61	\$ 348.61	\$ 45.32	\$ 393.93	Jan-25	0%
Sunday After 1pm	flat fee	Y		\$ 136.23	\$ 136.23	\$ 17.71	\$ 153.94	Jan-25	0%

Service Area: Party Rental Rates

Theatre Package: 4 hours in theatre & back of theatre	flat fee	Y	\$ 15.00	\$ 174.41	\$ 250.00	\$ 32.50	\$ 282.50	Sep-25	43%
Ice Party Erin: 1 hour prime time + 3 hours hall	flat fee	Y	\$ 25.00	\$ 228.11	\$ 300.00	\$ 39.00	\$ 339.00	Sep-25	32%
Ice Party Erin: 1 hour non prime time + 3 hours hall	flat fee	Y	\$ 25.00	\$ 146.01	\$ 250.00	\$ 32.50	\$ 282.50	Sep-25	71%
Ice Party Hillsburgh: 1 hour prime time + 3 hours hall	flat fee	Y	\$ 25.00	\$ 219.32	\$ 250.00	\$ 32.50	\$ 282.50	Sep-25	14%
Ice Party Hillsburgh: 1 hour non prime time + 3 hours hall	flat fee	Y	\$ 25.00	\$ 140.38	\$ 200.00	\$ 26.00	\$ 226.00	Sep-25	42%

Sports Field Bookings

Service Area: Parks Permits

Barbour Fields (no sports fields)	per day	Y	\$ 25.00	\$ 191.83	\$ 225.00	\$ 29.25	\$ 254.25	Jan-25	17%
McMillian Park	per day	Y	\$ 10.00	\$ 47.62	\$ 60.00	\$ 7.80	\$ 67.80	Jan-25	26%
Victoria Park	per day	Y	\$ 25.00	\$ 136.23	\$ 150.00	\$ 19.50	\$ 169.50	Jan-25	10%
Ballinafad Park	per day	Y	\$ 25.00	\$ 136.23	\$ 150.00	\$ 19.50	\$ 169.50	Jan-25	10%

Local - Non Profit Events all Parks	per day	Y	\$ 10.00	\$ 32.10	\$ 45.00	\$ 5.85	\$ 50.85	Jan-25	40%
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Service Area: Ball Diamonds

Ball Diamond with Lights	per hour	Y	\$ 5.00	\$ 27.32	\$ 30.00	\$ 3.90	\$ 33.90	Jan-25	10%
Local Adult Leagues	per hour	Y	\$ 5.00	\$ 25.77	\$ 30.00	\$ 3.90	\$ 33.90	Jan-25	16%
Local Youth Leagues	per hour	Y	\$ 5.00	\$ 14.11	\$ 20.00	\$ 2.60	\$ 22.60	Jan-25	42%
Tournament - 1 diamond	per day	Y	\$ 50.00	\$ 259.95	\$ 250.00	\$ 32.50	\$ 282.50	Jan-25	-4%
Tournament - 2 diamond	per day	Y	\$ 75.00	\$ 462.71	\$ 450.00	\$ 58.50	\$ 508.50	Jan-25	-3%
Tournament - 3 diamond	per day	Y	\$ 100.00	\$ 573.00	\$ 600.00	\$ 78.00	\$ 678.00	Jan-25	5%

Service Area: Soccer Fields

Large Field	per hour	Y	\$ 5.00	\$ 25.24	\$ 25.00	\$ 3.25	\$ 28.25	Jan-25	-1%
Mini Field	per hour	Y	\$ 5.00	\$ 17.72	\$ 20.00	\$ 2.60	\$ 22.60	Jan-25	13%
Adult Leagues	per hour	Y	\$ 5.00	\$ 27.62	\$ 30.00	\$ 3.90	\$ 33.90	Jan-25	9%
Tournament - Per Large Field	per day	Y	\$ 25.00	\$ 181.22	\$ 200.00	\$ 26.00	\$ 226.00	Jan-25	10%
Tournament - Per Mini Field	per day	Y	\$ 25.00	\$ 136.35	\$ 160.00	\$ 20.80	\$ 180.80	Jan-25	17%

Recreation Programs**Service Area: Fitness Programs**

Fitness Drop - in	per class	Y	\$ -		\$ 11.00	\$ 1.43	\$ 12.43	Jan-25	0%
Fitness Category A	per hour	Y	\$ -		\$ 10.00	\$ 1.30	\$ 11.30	Jan-25	0%
Fitness Category B	per hour	Y	\$ -		\$ 12.00	\$ 1.56	\$ 13.56	Jan-25	0%
Fitness Category C	per hour	Y	\$ -		\$ 15.00	\$ 1.95	\$ 16.95	Jan-25	0%
Fitness Category Youth	per hour	Y	\$ -		\$ 8.50	\$ 1.11	\$ 9.61	Jan-25	0%
Fitness Category Senior	per hour	Y	\$ -		\$ 8.50	\$ 1.11	\$ 9.61	Jan-25	0%

Service Area: General Programs

Drop in	per class	Y	\$ -		\$ 11.00	\$ 1.43	\$ 12.43	Jan-25	0%
General Programs Category A	per hour	Y	\$ -		\$ 10.00	\$ 1.30	\$ 11.30	Jan-25	0%
General Programs Category B	per hour	Y	\$ -		\$ 12.00	\$ 1.56	\$ 13.56	Jan-25	0%
General Programs Category C	per hour	Y	\$ -		\$ 15.00	\$ 1.95	\$ 16.95	Jan-25	0%

Service Area: Camps

Extended Care	per day	Y	\$ -	\$ 7.42	\$ 8.00	\$ 1.04	\$ 9.04	Jan-25	8%
Camps Category A	per day	Y	\$ -	\$ 39.25	\$ 40.00	\$ 5.20	\$ 45.20	Jan-25	2%
Camps Category B	per day	Y	\$ -		\$ 45.00	\$ 5.85	\$ 50.85	Jan-25	0%
Camps Category C	per day	Y	\$ -		\$ 55.00	\$ 7.15	\$ 62.15	Jan-25	0%

Service Area: Leadership Programs

First Aid & CPR	per course	Y	\$ -		\$ 125.00	\$ 16.25	\$ 141.25	Jan-25	0%
First Aid & CPR Recert	per Course	Y	\$ -		\$ 90.00	\$ 11.70	\$ 101.70	Jan-25	0%

Service Area: Drop in Programs

Drop in Sports/Skating Adults	per visit	Y	\$ -	\$ 3.54	\$ 3.98	\$ 0.52	\$ 4.50	Sep-25	12%
Drop in Sports/Skating Youth/Seniors	per visit	Y	\$ -	\$ 2.66	\$ 3.31	\$ 0.43	\$ 3.75	Sep-25	24%
Drop in Sports/Skating Children	per visit	Y	\$ -	\$ 2.66	\$ 2.66	\$ 0.35	\$ 3.00	Sep-25	0%
Drop in Sports/Skating Family of 4	per visit	Y	\$ -	\$ 10.62	\$ 10.62	\$ 1.38	\$ 12.00	Sep-25	0%
Shinny Hockey/Stick and Puck/Ticket Ice Adult	per visit	Y	\$ -	\$ 4.43	\$ 5.30	\$ 0.69	\$ 6.00	Sep-25	20%
Shinny Hockey/Stick and Puck/Ticket Ice Youth/Seniors	per visit	Y	\$ -	\$ 4.43	\$ 4.43	\$ 0.58	\$ 5.00	Sep-25	0%
Shinny Hockey/Stick and Puck/Ticket Ice Children	per visit	Y	\$ -	\$ 4.43	\$ 4.43	\$ 0.58	\$ 5.00	Sep-25	0%
Season Pass - Family of 4	per season	Y	\$ -	\$ 180.00	\$ 212.40	\$ 27.61	\$ 240.00	Sep-25	18%
Season Pass - Adult	per season	Y	\$ -	\$ 70.00	\$ 79.65	\$ 10.35	\$ 90.00	Sep-25	14%
Season Pass - Child	per season	Y	\$ -		\$ 53.10	\$ 6.90	\$ 60.00	Sep-25	0%
Season Pass - Senior/Youth	per season	Y	\$ -		\$ 66.38	\$ 8.63	\$ 75.00	Sep-25	0%
Ticket Ice	per visit	Y	\$ -	\$ 4.43	\$ 7.09	\$ 0.92	\$ 8.00	Sep-25	60%

2. That, in all other respects, By-law 24-36, as amended, shall remain in full force and effect.
3. And that this By-law shall come into force and effect on January 1, 2025.

Passed in open Council on December 12, 2024.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 24 – 56

Being a By-law to enact rules and regulations and to establish water service rates and service fees for the water systems servicing the Town of Erin, and to repeal By-law 19-59.

Whereas, The Corporation of the Town of Erin (the “Town of Erin”) operates water production, treatment, storage and distribution systems;

And Whereas, pursuant to Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “Act”), as amended, the Town of Erin has the responsibility for public utilities, including water distribution, production, treatment and storage within the Town of Erin and the collection, production and treatment of such water and the financing thereof by a municipal corporation or local board thereof and all the financing thereof by a municipal corporation or local board thereof and all provisions of any special act relating to such collection and treatment of such water apply;

And Whereas, Section 11(9) of the Act provides that a by-law may be passed with respect to services or things provided by any person to the extent necessary;

And Whereas Part III of the Act (Specific Municipal Powers) under the heading “Public Utilities” contains specific powers and provisions with respect to such systems;

And Whereas Part XIV of the Act (Enforcement) provides that the Town of Erin may pass by-laws providing that any person who contravenes a By-law passed under the Act is guilty of an offence, and contains other enforcement provisions;

And Whereas the Town of Erin is permitted to impose water fees and charges under Part XII of the Act; and Section 398 of the Act provides that the Treasurer may add charges so imposed to the tax roll for the property to which the said Public utilities were supplied and collect them in the same manner as taxes; and further O.Reg 440/02 provides that charges so added to the tax roll for the supply of water have priority lien status as provided for in Section 1 of the Act.

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

1. Application

That the rules and regulations set out in this By-law shall govern and regulate the financing of any system of the municipal water works owned by the Town of Erin and shall be considered to form a part of the contract between the Town of Erin and the owner, or occupant, of a property in which municipal water is supplied by the Town of Erin.

2. Definitions

That in this By-law, the following terms are defined as:

“Municipal Water User” means the owner or occupant of a property receiving municipal water service by way of written agreement/authorization of the Town of Erin Water Department

“Town of Erin Water Department” is a department of the Corporation of the Town of Erin as established in accordance with the Municipal Act as a public utility providing municipal water to the Town of Erin.

“Customer” means the owner, tenant or occupant of premises to which water is supplied by the Town of Erin.

“Premises” means any house building, lot or part of lot or both, where water service is supplied.

“Public Utility” means a water system service

“Town of Erin” means The Corporation of the Town of Erin.

“User” means as the context requires, the applicant for water supply, the owner or occupant of or the person to whom invoices are sent for water supplied to a premises.

“Water” means potable water that is fit for human consumption.

“Water Meter” means the water meter and backflow preventer valve as approved by the Town of Erin and purchased by the property owner through the Town of Erin and installed by a licensed plumber.

“Water Service Connection” means that part of the water service pipe from the municipal water main to the street line including the shut off valve at the street line, which supplies water to any premises in the Town of Erin.

3. Connection Fees

- 3.1 An Infrastructure Tap In (ITI) fee will be applied to all new water service installations that will be servicing an existing building. See Schedule “B” of this By-law.
- 3.2 Where the water component of the development charges have been imposed the ITI fee does not apply.

4. Billing

- 4.1 The Town of Erin Water Department administers all matters relating to billing and collection of water accounts in accordance with Schedules “A” and “B”.
- 4.2 Before the initial supply of water or any subsequent reconnection to the water service for any premises in the Town of Erin, the owner shall make application for same and the owner shall be governed by the requirements of this By-law.
- 4.3 The water consumed on all premises in the Town of Erin shall be charged for as indicated by the rates shown in Schedule “A” to the By-law. In this By-law and Schedule “A” the word “charge” and the word “rate”, both in the singular and the plural, have the same meaning.
- 4.4 Water meters shall be read or stipulated rates charges and accounts rendered quarterly, or on any other basis at the discretion of the Town of Erin Water Department. The Town of Erin may serve bills upon the customer, by email or mail, either at the address supplied by the customer, or bills shall be deemed to be served upon the said customer, if they are emailed or mailed to premises supplied with water.
- 4.5 All accounts shall be due and payable on or before the due date as printed on the billing invoice. That upon default of payment interest will be calculated at 1.25% per month on outstanding balances and added to the account on the first day of each calendar month in which default continues.

- 4.6 Additional charges in accordance with Schedule "B" shall be added to the Quarterly Water Bill.
- 4.7 The minimum monthly base charge for providing and maintaining water supply to any premises is payable per unit, in accordance with Schedule "A". in instances when the occupant of any premises terminates their account with the Town of Erin, subsequent minimum monthly base charge shall be rendered to the owner of the premises until such time as a new occupant applies to the Town of Erin for the supply of water.
- 4.8 The Town of Erin is authorized to accept Pre-Authorized Payments (PAP) for provision of municipal water on behalf of the Town of Erin Water Department.
- 4.9 Information concerning the Pre-Authorization Payments will be made available to all water system users within the Town of Erin through the billing process.
- 4.10 The pre-authorization payments will consist of;
- a) Ten (10) equal monthly payments will be adjusted annually to the amounts required by the annual water bill. The monthly payments will be due on the 16th of each month from January to October or the next business day if the 16th falls on a weekend or a statutory holiday. The adjustment will be made on the 16th of November or the next business day if the 16th falls on a weekend or a statutory holiday; or,
 - b) Quarterly pre-authorized payments of actual per bill amounts will be due on the quarterly due date of the actual water bill issued.
- 4.11 Cost of Non-Sufficient Funds, (NSF) or PAP declining shall be added to the owner water account in accordance with Schedule "B".
- 4.12 Where PAP has been declined by two (2) consecutive periods the customer will be removed from the PAP plan and will then receive printed invoices payable according to the billing cycle.
- 4.13 All costs incurred for service from the lot line to the residence will be the sole responsibility of the property owner, including cost incurred by tenants.
- 4.14 If, for any cause, a water meter fails to register, or the water meter is found to be not working properly, the water usage shall be deemed "unmetered" and the water user shall be billed at two and a half times the average annual water consumption for the same period as determined by the Town of Erin Water Department. An adjustment shall be made to the account upon the next actual meter read. The unmetered charges will be indicated on the water bill as "manual estimate". Upon receipt of the estimated water bill the owner must contact the water department with an actual read and to arrange an appointment with the Town of Erin Water Department to have the water meter inspected.
- 4.15 When a municipal water user disputes the meter reading of water consumption indicated on the water bill, a meter reading verification test can be performed by the Town of Erin Water Department for an amount identified in Schedule "B".
- 4.16 When the owner requests a temporary removal of the water meter from their premises, for any reason, the water meter removal and reinstallation shall be done entirely at the expense of the Property Owner by a licensed plumber.

- 4.17 The Town of Erin, in its sole discretion, may recover the cost of providing water during the construction phase of a building, from connection until occupancy, in accordance to the flat rate set out in Schedule "A" of this By-law.

5. Collection

- 5.1 When an account is not paid by the due date on the water bill, a late payment charge shown in Schedule "A" of this By-law will be added to the account and an overdue notice shall be sent by mail reminding the customer of the outstanding amount.
- 5.2 If the account has not been paid within ninety (90) days after the due date, the municipality may shut off the supply of the public utility by the municipality to land, provided that the municipality shall provide forty-eight (48) hours notice to the owners and occupants of the land by personal service or prepaid mail or by posting the notice on the land in a conspicuous place, and if the notice is given by prepaid mail the forty-eight hour period shall commence on the third day after the date of the mailing.
- 5.3
- a) If a customer omits, neglects or refuses to pay any bill rendered, whether for water service pipes, water service charges or any other monies to which the Town of Erin may be entitled in respect of the water services to such premises under this By-law, the Town of Erin may, at its discretion, shut off the flow of water to the premises and in addition to the amount owing and unpaid, a disconnection charge as shown in Schedule "B" of this By-law, will be levied against the delinquent account.
 - b) The Treasurer may add charges imposed under this By-law for the supply of a public utility to the tax roll for the property to which the public utility was supplied and collect them in the same manner as municipal taxes.
 - c) Pursuant to subsection 398 (2) of the Act every property to which Public Utility Services have been supplied, regardless of the party of whom they were supplied, may have the charges therefore added to the tax roll for the property and they may be collected in the same manner as municipal taxes.
 - d) With respect to Landlord and Tenant situations where the tenancy commences on, before or after the effective date of this By-law, the Landlord shall provide the Tenant with water services, and those services will be supplied to the Landlord/Property Owner who shall be the account holder and be responsible for the payment of the same as a debt to the municipality.
- 5.4 Where it has been necessary to discontinue service as a result of non-payment, a reconnection charge as shown in Schedule "B" of this By-law will be levied against the delinquent account.

6. Validity and Severability

- 6.1 It is hereby declared that notwithstanding any of the sections or provisions of this By-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of the Council to enact, such sections or parts thereof shall be deemed to be severable and shall not affect the validity of enforceability of any other provision of this By-law shall be deemed to be separate and independent therefrom and enacted as such.

7. Repeal of By-law

7.1 The By-Law 19-59, including Schedule “A”, and all sections relating to the billing, collecting, fees, rates and charges of the water systems of the Town of Erin are hereby repealed and replaced by this By-law on such date that this By-law comes into force.

7.2 This By-law comes into force and effect on January 1, 2025.

Passed in open Council on December 12, 2024.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

**Town of Erin
Schedule "A"
By-Law # 24 – 56
Water Billing**

WATER CONSUMPTION RATES 2025			
Description	January	February	March
Constant Rates (commencing Jan 1, 2025)	\$ 4.17	\$ 4.17	\$ 4.17
Per cubic meter (m³)			

MONTHLY BASE CHARGES			
Service Unit Description	January	February	March
<2" Service	\$ 18.38	\$ 18.38	\$ 18.38
2" Service	\$ 36.74	\$ 36.74	\$ 36.74
3" or 4" Service	\$ 66.21	\$ 66.21	\$ 66.21
Multi-residential Services*	\$ 18.38 per dwelling unit	\$ 18.38 per dwelling unit	\$ 18.38 per dwelling unit
All Other Residential Services	\$ 18.38	\$ 18.38	\$ 18.38

*The base charge for all multi-resident premises shall be charged as per the number of units on the premises.

FLAT RATE CHARGE			
	January	February	March
Flat Rate* (annual charge)	\$ 509.00	\$ 509.00	\$ 509.00

*For those water customers that do not have water meters (where installation of meters is deemed by the Town of Erin to be impractical).

PENALTY	
Late Payment Charge (all water customers)	1.25 % per month

**Schedule “B”
By-Law # 24 – 56
Services and Fees**

Water Operator Services	Fee
Service Charges During Regular Work Hours (7:00 am – 4:30 pm Mon-Thurs, 7:00 am – 11:00 am Fri) - Operate/Disconnect/Reconnect water services - Water valve Inspection - Water Meter Inspection /Verification	\$ 85.00/hour <i>1 hour minimum</i>
Service Charges Outside Regular Work Hours including weekends and statutory holidays (regular work hours are 7:00 am – 4:30 pm Mon-Thurs, 7:00 am – 11:00 am Fri) - Operate/Disconnect/Reconnect water services - Water valve Inspection - Water Meter Inspection /Verification	\$ 170.00/hour <i>1 hour minimum</i>

Administration Charges	Fee
Non-Sufficient Funds (NSF) charge	\$ 35.00
Water Arrears Certificate	\$ 40.00
Water Arrears transfer to Tax Roll	\$ 100.00
Change of Occupancy - Includes Water Meter Inspection and Initial Meter Reading	\$ 84.00

New Water Service Installation Charges	Fee
Infrastructure Tap In (ITI) Fee (Where the water component of development charges has been imposed, the ITI fee does not apply)	\$ 3,122.00
Installation of ¾” water service to the property line (the cost is based on the applicable time; equipment uses and material for the installation including restoration from the water main to the property line)	\$ 6,350.00 + <i>applicable taxes</i> May be subject to additional fees in special circumstances
Installation of 1” water service to the property line (the cost is based on the applicable time; equipment uses and material for the installation including restoration from the water main to the property line)	\$ 6,500.00 + <i>applicable taxes</i> May be subject to additional fees in special circumstances
Installation of Water services over 1” TBA at the discretion of the Water Superintendent (the cost shall be based on the applicable time; equipment uses and material for the installation including restoration from the water main to the property line)	Time & Material
Water Meters and other charges related to the installation of new water services	Current Market Value + 10%

Fines	Fee
Replacement Charges for Damaged Equipment	Time & Material
Meter Tampering Charge (This fee is applicable when a customer has tampered with the meter in any way, whether or not it actually affects the meter reading. It is assessed based on field investigation by a Town of Erin Water Operator)	\$ 650.00
Illegal access to municipal water	\$ 650.00



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 24 – 57

Being a By-law to establish interim wastewater service rates.

Whereas, pursuant to Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “Act”) as amended, The Corporation of the Town of Erin has responsibility for public utilities, including wastewater services;

And Whereas, Section 391 of the Act, as amended, authorizes a municipality to impose fees and charges on persons;

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

1. That an interim wastewater rate be set at \$83.33 per month for residential properties that have been granted occupancy and are connected to the municipal wastewater collection system.
2. That the interim wastewater rate be applied on a daily prorated basis beginning on the date of the granting of occupancy.
3. That the Town of Erin undertake a full wastewater rate study to replace the interim wastewater rate once information related to the wastewater system capital and operating expenditures are known.
4. That this By-law be known as the “Interim Wastewater Service Rate By-law”.
5. That where the provisions of this By-law may conflict with any other By-law, this By-law shall prevail.
6. And that this By-law shall come into force and take effect upon the day of its passing.

Passed in open Council on December 12, 2024.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 24 – 58

A By-law to confirm the proceedings of Council at its Regular Meeting held December 12, 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 **December 12, 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 **December 12, 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