



TOWN OF ERIN
REGULAR COUNCIL MEETING
AGENDA

February 27, 2025

3:00 PM

Municipal Council Chamber

Pages

1. **Call to Order**
2. **Approval of Agenda**
3. **Declaration of Pecuniary Interest**
4. **Community Announcements**
5. **Adoption of Minutes** 1 - 44

February 13th - Regular Council Meeting
September 17th - COA Meeting
October 8th, November 12th, December 10th - EEDC Meetings
October 7th, December 9th, and January 13th - ESAC Meetings
October 16th, November 20th, December 18th - HCC Meetings
October 24th, November 21st, December 19th - PRTAC Meetings
And the Confidential Minutes of the Closed Session Meetings held on
February 13th, 2025.
6. **Business Arising from the Minutes**
7. **Delegations/Petitions/Presentations**
8. **Reports**
 - 8.1 ED2025-01 Economic Development Strategic Plan 45 - 74
 - 8.2 F2025-03 Temporary Borrowing By-law 2025 75 - 86
 - 8.3 PD2025-04 Recommendation Report, Part Lot Control Application (PLC25-01), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261) 87 - 96
 - 8.4 PD2025-05 Adoption of Heritage Designation By-laws – Hillsburgh Village 97 - 99
9. **Correspondence**
 - 9.1 2025 Activity List 100
10. **Closed Session**

Matters under the following exemptions in the Municipal Act S. 239 (2):

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; with respect to a proposed recreational facility.

11. Return from Closed Session

11.1 Motion to Reconvene

11.2 Report Out

12. By-Laws

101 - 120

Temporary Borrowing By-law

Part Lot Control Exemption By-law

Heritage Designation By-law; 18 Anne Street

Heritage Designation By-law; 21 Trafalgar Road

Heritage Designation By-law; 81 Trafalgar Road

Heritage Designation By-law; 114 Trafalgar Road

Confirming By-law

13. Notice of Motion

14. Adjournment



TOWN OF ERIN

MINUTES OF THE REGULAR COUNCIL MEETING

February 13, 2025

2:30 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
	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
	Jessica Peake	Senior Planner

1. Call to Order

Mayor Dehn called the meeting to order at the hour of 2:30 PM.

2. Approval of Agenda

Resolution # 25-11

Moved By Councillor Cheyne
Seconded By Councillor Brennan

That the agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Closed Session

Resolution # 25-12

Moved By Councillor Ryan
Seconded By Councillor Aylard

That Council proceeds into a closed session at the hour of 2:30 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; with respect to a potential land acquisition for infrastructure development purposes.

Carried

5. Return from Closed Session

5.1 Motion to Reconvene

Resolution # 25-13

Moved By Councillor Aylard

Seconded By Councillor Ryan

That the meeting be reconvened into open session at the hour of 3:01 PM.

Carried

5.2 Report Out

Resolution # 25-14

Moved By Councillor Brennan

Seconded By Councillor Cheyne

That the confidential report be received for information.

Carried

6. Community Announcements

- The Town of Erin and Rotary Club are holding a Family Day event at Centre 2000.
- The Ross Ferguson Air Cadets are holding a Roast Beef Lunch on February 14th, a Seniors Lunch on February 19th, and a Lasagna Dinner on February 22nd.
- Also on February 22nd, East Wellington Community Services is holding the "Coldest Night of the Year" fundraising walk starting at 4:00 PM in the Shamrock Room at Centre 2000.
- On February 25th, the Wellington County Museum & Archives presents a "History of Hillsburgh" at the museum in Aboyne starting at 5:00 PM.
- On February 26th, the Town is holding an Information Open House event regarding the Transportation Master Plan from 5:00 PM to 7:00 PM at the Erin Legion. Visit the Erin Engaged website for more information.
- On March 8th from 1:00 PM to 3:00 PM, a special event in celebration of Erin International Women's Day will be held at the Rural Commons. Students are invited to attend and to register in advance at eriniwd.ca.
- Also on March 8th, "Seedy Saturday" takes place at the Erin United Church from 10:00 AM to 3:00 PM.
- On March 20th, the Erin Chamber Commerce is hosting a Members Mixer at The Kitchen and Club Ned in Erin Village.
- Also on March 20th, the Ontario Farmland Trust is hosting its annual Farmland Forum at The GrandWay Events Centre in Elora. Visit their website for more information.

- On March 26th, the Erin Agricultural Society is hosting a "House Heritage Movie Night" at Centre 2000 at 6:00 PM.
- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- The Government of Canada has extended the deadline for 2024 charitable donations to February 28th, 2025.

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

7. Adoption of Minutes

Resolution # 25-15

Moved By Councillor Cheyne
Seconded By Councillor Brennan

**That Council hereby adopts the following meeting minutes as circulated;
January 23rd - Regular Council Meeting
And the Confidential Minutes of the Closed Session Meeting held on
January 23rd, 2025.**

Carried

8. Business Arising from the Minutes

None.

9. Delegations/Petitions/Presentations

None.

10. Reports

10.1 F2025-01 2025 Interim Tax By-law

Resolution # 25-16

Moved By Councillor Ryan
Seconded By Councillor Aylard

That Council hereby receives report number F2025-01 “2025 Interim Tax By-Law” for information;

And that By-law 25-03, to provide for a 2025 interim tax levy, as listed on the February 13, 2025, agenda be approved.

Carried

10.2 F2025-02 Statement of Remuneration Paid to Council and Appointed Members

Resolution # 25-17

Moved By Councillor Brennan
Seconded By Councillor Cheyne

That Council hereby receives report number F2025-02 “2024 Treasurer’s Statement of Remuneration Paid to Council and Appointed Members” for information.

Carried

10.3 C2025-05 Acting Mayor Schedule

Resolution # 25-18

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That report number C2025-05 “Acting Mayor Schedule” be received for information;

And that Council hereby approves the Acting Mayor Schedule attached as Appendix A to this report;

And that Council hereby delegates the authority to revise the Acting Mayor Schedule to the Town Clerk in accordance with the availability of Members.

Carried

10.4 C2025-06 Appointment of Integrity Commissioner

Resolution # 25-19

Moved By Councillor Brennan
Seconded By Councillor Aylard

That report number C2025-06 “Appointment of Integrity Commissioner” be received for information;

And that staff be directed to enter into a contract with Aird & Berlis LLP for Integrity Commissioner services for the remainder of the current contract term to the end of 2026;

And that By-law 25-04, to appoint Aird & Berlis LLP as the Town’s Integrity Commissioner and repeal By-law 22-12, as presented on the February 13, 2025, agenda be approved.

Carried

10.5 PR2025-01 2025 Fees and Charges By-law Amendment

Resolution # 25-20

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That report number PR2025-01 “2025 Fees and Charges By-law Amendment” be received for information;

And that By-law 25-05, to amend the Fees and Charges By-law, as listed on the February 13, 2025, agenda be approved.

Carried

10.6 PD2025-01 Planning Services Rates and Fees By-law

Resolution # 25-21

Moved By Councillor Aylard
Seconded By Councillor Brennan

That Council hereby receives report number PD2025-01 “Planning Services Rates and Fees By-law” for information;

And that By-law 25-06, to establish fees to be charged in the processing of applications made in respect of Planning and Development matters, and to repeal By-laws 01-28, 19-56, 22-35, and 23-31, as listed on the February 13, 2025, agenda be approved.

Carried

10.7 PD2025-02 Amendments to Heritage Designation By-laws – Hillsburgh Village

Resolution # 25-22

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That Council hereby receives report number PD2025-02 “Amendments to Heritage Designation By-laws – Hillsburgh Village” for information;

And that Council adopts By-laws 25-07, 25-08, 25-09, 25-10, 25-11, 25-12 and 25-13 to amend Heritage Designation By-laws, 23-48, 23-49, 23-51, 23-54, 23-57, 23-58 and 23-59, respectively, as listed on the February 13, 2025, agenda;

And that the Town Clerk is hereby authorized to serve a copy of the amending By-laws on the owner of the property and on the Ontario Heritage Trust, and to update the Register established under subsection 27 of the Ontario Heritage Act;

And that the Town Solicitor is hereby authorized to register a copy of the amending By-laws with the Land Registry Office against the lands described in Schedule “B” of the amending By-laws.

Carried

10.8 PD2025-03 Zoning By-law Amendment Z23-02, Blackthorn Development Corporation on behalf of Beachcroft Investments Inc., 63 and 63A Trafalgar Road

Resolution # 25-23

Moved By Councillor Brennan
Seconded By Councillor Ryan

That report number PD2025-03 “Zoning By-law Amendment Z23-02, Blackthorn Development Corporation on behalf of Beachcroft Investments Inc., 63 and 63A Trafalgar Road” be received for information;

And that Council approves the Zoning By-law Amendment Application by Blackthorn Development Corporation on behalf of Beachcroft Investments Inc., 63 and 63A Trafalgar Road, and adopts By-law 25-14, to amend Zoning By-law 07-67, as listed on the February 13, 2025, agenda.

Carried

10.9 W2025-02 Award of RFT 2024-01W – A, B and C – Municipal Wells – Construction and Hydraulic Testing

Resolution # 25-24

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That Council hereby receives report number W2025-02 “Award of RFT 2024-01W – A, B and C – Municipal Wells – Construction and Hydraulic Testing” for information;

And that Council direct staff to proceed with the award to Aardvark Drilling Inc. in the amount of \$1,858,607.05, excluding HST.

Carried

11. Correspondence

11.1 2025 Activity List

Resolution # 25-25

Moved By Councillor Brennan
Seconded By Councillor Aylard

That Council receives correspondence item 11.1 for information.

Carried

12. Closed Session

Resolution # 25-26

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That Council proceeds into a closed session at the hour of 4:09 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; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; with respect to personnel matters.

Carried

13. Return from Closed Session

13.1 Motion to Reconvene

Resolution # 25-27

Moved By Councillor Brennan
Seconded By Councillor Ryan

That the meeting be reconvened into open session at the hour of 4:21 PM.

Carried

13.2 Report Out

Resolution # 25-28

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That staff proceed as directed.

Carried

14. By-Laws

Resolution # 25-29

Moved By Councillor Brennan
Seconded By Councillor Aylard

That the By-Laws numbered 25-03 to 25-15, inclusive, are hereby passed.

Carried

15. Notice of Motion

None.

16. Adjournment

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 4:22 PM.

Mayor Michael Dehn

Town Clerk Nina Lecic



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

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

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

1. Call to Order

Chair Robert Fletcher called the meeting to order at the hour of 6:00 PM and announced that this meeting has been called under the Authority of Section 45(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended to seek relief from Zoning By-law 07-67. The Chair stated that the following applications will be heard this evening: A08-24 and A10-24.

The Chair stated the purpose of this Public Meeting of the Town of Erin Committee of Adjustment is to allow the presentation of applications for a Minor Variance and to allow interested members of the public the opportunity to ask questions or offer comments with regard to these applications.

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

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

2. Approval of Agenda

Moved By Member Parkinson
Seconded By Member Bruce

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

Carried

3. Declaration of Pecuniary Interest

None.

4. Requests for Withdrawal or Deferral of Application

None.

5. Notices

The Secretary-Treasurer advised notice was given by mail on September 4th, 2024, to every owner of land within 60 meters (200 ft) of the subject properties and to agencies requiring notice as prescribed under the *Planning Act, 1990*.

6. Applications

6.1 File Number: A08-24 Part Lot 7, Concession 5 (Part 2 Plan 61R-22250)

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

- An accessory building (Accessory Building ‘B’ on the Site Plan) with a maximum height of 6.60 m, whereas the maximum height of an accessory building cannot exceed 4.5 m.

Natasha Jonker of JDC Custom Homes & Janssen Design, agent on behalf of the owner, addressed the Committee with respect to the application.

6.1.4 Decision of the Committee

Moved By Member Oughtred
Seconded By Member Bruce

Be it resolved that the Town of Erin Committee of Adjustment hereby approve the Minor Variance Application A08/24 as the application meets the Planning Act tests for a minor variance being:

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

Carried

6.2 File Number: A10-24 5954 Winston Churchill Boulevard

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

- An additional residential dwelling unit with a maximum floor area of 189.0 m² (54 percent of the floor area of the primary residential unit), whereas the maximum floor area of an additional residential dwelling unit cannot exceed 50 percent of the floor area of the primary residential unit up to a maximum of 130 m².

The applicant requests approval of this minor variance application, in order to facilitate the construction a new primary single detached dwelling while maintaining the existing heritage dwelling as an additional residential dwelling unit.

Dylan Hopman, applicant, addressed the Committee with respect to the application.

6.2.4 Decision of the Committee

Moved By Member Parkinson
Seconded By Member Oughtred

Be it resolved that the Town of Erin Committee of Adjustment hereby approve the Minor Variance Application A10/24 as the application meets the Planning Act tests for a minor variance being:

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

Carried

7. Adoption of Minutes

7.1 August 28, 2024 Committee of Adjustment Meeting

Moved By Member Bruce
Seconded By Member Parkinson

Be it resolved that the Committee hereby adopts the minutes as circulated for the meeting of August 28, 2024.

Carried

8. Adjournment

Moved By Member Oughtred
Seconded By Member Parkinson

Be it resolved that the Town of Erin Committee of Adjustment hereby adjourns this Public Meeting held pursuant to section 45 of the *Planning Act, 1990* at 6:19 PM.

Carried

Chair Robert Fletcher

Secretary-Treasurer Justin Grainger



TOWN OF ERIN

Erin Economic Development Committee (EEDC)
 Minutes of the Tuesday October 8th, 2024 Meeting, 6:30pm
 Town of Erin – Conference Room

Present: Jessica Bailey (Chair), Jackie Robinson (Co-Chair), Chris Bailey (Secretary), Valerie Chhokar, Ryan Denniston, Christian Piche, Sarah Prevet, Ashley Travassos, Councillor Cathy Aylard, Economic Development Officer Marina Mato

Regrets: Angus Footman, Alex Keller

Absent: n/a

1. Call to Order

The meeting was called to order at 6:26pm by Chair Jessica Bailey

2. Approval of the Agenda

Moved by: Sarah Prevet

3. Adoption of the Minutes from September 10th, 2024

Moved by: Jackie Robinson

Seconded by: Valerie Chhokar

4. Reports & Discussion Topics

4.1 Business Community Announcements & Updates

4.1.1 Erin Chamber of Commerce: Distribution of Welcome Baskets in the Erin Glen community is underway. The Chamber's next seminar is October 23rd with a customer service focus. About 40 of the 140 members attended the recent AGM which was a strong turnout. The Chamber is seeking exhibitors for the 2025 Home Show – details will be shared with the group when available. Trick or Treat Main Street will be held on October 26th. Window Wonderland will be held on November 15th. The Mayor's Breakfast will be held on November 19th.

4.1.2 Construction Liaison Group: construction work in Hillsburgh is complete. Shaft sites #1 and #2 in the Village of Erin are being restored. Shaft site #3 is expected to be restored by Christmas.

4.2 Council Update

- 4.2.1 **Strategic Planning:** both the strategic plan and economic development plan are receiving feedback.
- 4.2.2 **Budget 2025:** Council is deep into this process to plan for next year and beyond. A Monopoly Night is being held tomorrow night as part of community engagement.
- 4.2.3 **Branding Update:** Council will vote Thursday on next steps with the brand. A lot of good material has been created included our 3 pillars.
- 4.2.4 **Transportation Master Plan:** this will provide a holistic approach to how we move around in community as we experience extensive growth. The tender will be awarded, and work is anticipated to be completed by late summer 2025.
- 4.2.5 **Wastewater Status Report:** a report will come to Council this month providing an in-depth status for the treatment facility and supporting infrastructure.
- 4.2.6 **Community Bus Tour:** Council and Town staff took a bus tour to see firsthand new builds, facilities and other parts of the Town. It was an eye opener for how much change we are experiencing all at one time.

4.3 Economic Development Department – Monthly Brief

- 4.3.1 **Community Improvement Plan 2025:** a refresh to the CIP program will be implemented in 2025. We will partner with Minto, Puslinch and Mapleton to share some costs.
- 4.3.2 **Business Retention & Expansion Interviews:** a County partnership will assist with completing this process. Interviews will be held in December/January. This project will focus on downtown businesses. Other sectors can be a focus for future years. The goal is to identify immediate actions/challenges and data collection for future planning.
- 4.3.3 **Reserve Funds Survey:** final input is being collected. The preference appears to be to focus on streetscape enhancements.
- 4.3.4 **Discover Erin:** the current focus is to finalize the contract and arrange training for Town staff on the platform.

4.4 EEDC Strategic Priorities

4.4.1 Strategic Plan/Economic Development Strategic Plan: a roundtable discussion was held based on the executive summary of these documents. Questions were raised regarding metrics that will be worked to and specific goals that will inform the objectives in the plans. Marina responded to the requests from EEDC members and will bring forward details on metrics and objectives from the plan for discussion at our next meeting. Discussion was also held on the shift of business into home-based and virtual, so we need to take this into account in planning. Committee members were also concerned about the lack of specific protection measures for our unique community – our plans need to reflect our values.

5. New Business

5.1 Committee Budget 2025: EEDC will request \$2000 committee budget be allocated for select key initiatives that support the Town of Erin Strategic Plan to be decided by the committee via vote

6. Next Meeting Date – Tuesday November 12th at 6:30pm

7. Adjournment - 7:56pm

Moved by: Jessica Bailey

Seconded by: Christian Piche



Erin Economic Development Committee (EEDC)

Minutes of the Tuesday November 12th, 2024 Meeting, 6:30pm

Town of Erin – Conference Room

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

Regrets: Sarah Prevette, Ashley Travassos

Absent: Ryan Denniston

1. Call to Order

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

2. Approval of the Agenda

Moved by: Jackie Alex Keller

3. Adoption of the Minutes from October 8th, 2024

Moved by: Christian Piche

Seconded by: Jackie Robinson

4. Reports & Discussion Topics

4.1 Business Community Announcements & Updates

4.1.1 *Erin Chamber of Commerce:* The Chamber has a very busy November events line up including Window Wonderland (Nov 15), the Mayor's Breakfast (Nov 19), goal setting seminar (Nov 21) and Holiday Mixer (Nov 28). They are also working on a virtual holiday gift guide.

4.1.2 *Construction Liaison Group:* construction work in Hillsburgh is complete. The Snow Roamers have arrangements to be able to cross the trail at one location but cannot use it for travel. The Dundas Street project is on schedule to be complete Dec 19th.

4.2 Council Update

- 4.2.1 Budget 2025:** Council will receive a first draft on Thursday and will require more deliberation. Current proposal sits at 3.9% increase. Some of the big-ticket items include a website redesign, aerial ladder truck, recreation centre upgrades, and the architectural design for a new recreational centre.

4.3 Economic Development Department – Monthly Brief

- 4.3.1 Community Improvement Plan 2025:** one approved application was received. Promotional cards will be distributed at the Mayor’s Breakfast.
- 4.3.2 Reserve Funds Survey:** streetscape was the top preference for use of funds. A landscape architect will be retained to develop a comprehensive plan which can be used annually.
- 4.3.3 Central Counties Tourism:** a networking event with the Town is proposed for March 2025. This will be tourism focused. Details are TBA.
- 4.3.4 Discover Erin:** transfer of the site is underway, and there will be some additional training.
- 4.3.5 Business Retention & Expansion Interviews:** Marina is working with the County to set target dates for interviews. The framework and questions are in place.

4.4 EEDC Strategic Priorities

- 4.4.1 Strategic Plan/Economic Development Strategic Plan:** the committee held further discussion on the 5 pillars of the Strategic Plan, and 4 pillars in the Economic Development Plan. Outcomes of the discussion included the continued need for clarity on measures of success and mechanisms for data collection. We need to understand our competitive advantage as a Town and what industries/who we want to attract. The committee identified that the CIP, a package for new businesses, ongoing business seminars, a local business advisor, and approaches to understanding business needs were all potential areas for the committee to provide assistance going forward.

5. New Business

n/a

6. Next Meeting Date – Tuesday December 10th at 6:30pm

7. Adjournment – 8:00pm

Moved by: Jessica Bailey

Seconded by: Valerie Chhokar



Erin Economic Development Committee (EEDC)

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

Town of Erin – Conference Room

Present: Jessica Bailey (Chair), Chris Bailey (Secretary), Ryan Denniston, Christian Piche, Sarah Prevetie, Councillor Cathy Aylard, Economic Development Officer Marina Mato

Regrets: Jackie Robinson (Co-Chair), Alex Keller,

Absent: Valerie Chhokar, Angus Footman, Ashley Travassos

1. Call to Order

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

2. Approval of the Agenda

Moved by: Sarah Prevetie

Seconded by: Ryan Denniston

3. Adoption of the Minutes from November 12th, 2024

Moved by: Christian Piche

Seconded by: Chris Bailey

4. Reports & Discussion Topics

4.1 Business Community Announcements & Updates

4.1.1 *Erin Chamber of Commerce:* the Chamber had a very busy November and is now taking a break from events until their planning meetings start up in January. Home Show 2025 planning is underway, and more details will be shared in the new year.

4.1.2 *Construction Liaison Group:* The Dundas Street project is moving along quickly. More shaft site areas are set to be restored over the next few weeks.

4.2 Council Update

- 4.2.1 **Budget 2025:** Council has passed a 2.4% increase with our 2025 budget. There are aggressive plans across the various departments. Capital spending will focus on catch up on infrastructure projects. A new website will be launched. There is also a 200% increase in the economic development budget for next year!
- 4.2.2 **Transportation Master Plan:** this plan will investigate all means of moving around the Town of Erin. There will be opportunities for the public to participate through the Erin Engaged platform and other activities. There will be collaboration with developers, the County and across many Town departments.

4.3 Economic Development Department – Monthly Brief

- 4.3.1 **Discover Erin:** the contract will be finalized this week.
- 4.3.2 **Business Retention & Expansion Interviews:** interviews started today and will take place in the next two weeks. A business brunch will be planned to share results.

4.4 EEDC Strategic Priorities

- 4.4.1 **Community Improvement Plan and EEDC:** 4 applications were received in 2024. Marina shared the process for a refresh of the CIP. The current plan has 10 initiatives. There is a significant opportunity for a sustainability focus on the refresh. Business startup grants was also discussed. It was agreed that EEDC can assist with further feedback and promotion to the business community.

5. New Business

n/a

6. Next Meeting Date – Tuesday January 14th at 6:30pm

7. Adjournment – 8:07pm

Moved by: Jessica Bailey

Seconded by: Ryan Denniston



Environment & Sustainability Advisory Committee

Minutes

October 7th, 2024

6:30 pm

Erin Town Hall, lower-level meeting room / Zoom

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

Absent: Christina Green, Sarbpreet Bopairai, Gavin Dandy, and Valerie Chhokar

1. Call to Order

The chair called the meeting to order at 6:31 PM.

Carried

2. Approval of Agenda

Approved by John Brennan

Seconded by Martin Rudd

Carried

3. Declaration Pecuniary Interest

None

4. Adoption of Minutes of September 9th, 2024

Moved by Abel Page

Seconded by Martin Rudd

Carried

5. Business Items

5.1 Strategic plan and green community standards

- Town focus group workshop discussion
 - Town organized focus group sessions with the intention to receive comments/suggestions for the Strategic Plan to move forward with community consultation
 - Plan consists of 5 main pillars with lists of priorities within each pillar
 - Discussed problem/suggestions > what is the action to rectify the problem
 - Next phase:
 - Website been launched by the Town (shared by Abel through email) that includes a number of surveys on different topics including the Strategic Plan

- Strategic Plan Open House: this Wednesday October 9, 4 to 8pm at the Legion - interactive survey voting on priorities of the Plan
- NO update on the green standard from John Brennan

5.2 Greenhouse inventory update

- Chris has been in contact with the County
 - County has provided data up to 2021
 - Trends in the data look to be very similar to 2017
 - Has not been able to correlate the information yet
- Extra support needed
 - Emma to support
 - Email to be sent to the committee looking for further support

5.3 Communication update social media and website

- No update - Valerie is absent
 - Emma sent Valerie some information and suggested organization of the website
- Meeting minutes not public - when Justin Grainger is back, John Brennan will look with him to get ours up there

5.4 Green directory

- Erin green businesses for the directory complete
 - 1 farm is sold and renamed, otherwise everything is the same
- John Brennan spoke with Marina about adding a green category to business directory
 - businesses do not have to be limited to Erin, as long as it is a feasible distance/reasonable access for Erin residents
 - Mikaela and Emma will continue adding to the business list
 - Jurisdiction scan of Orangeville, Guelph, and Georgetown and notify John Brennan when it is ready to be uploaded to the website
- 3 grants – still looking for more
 - Both green directory and list of grants to be added to the website once complete

5.5 Water in Erin

- Nothing new to update
 - Triton dropped off a report shows same practices as usual
 - They report that they take any more than 20-30% of the water permitted to
 - No history of issues with monitoring and reporting

5.6 Event booth – Fall Fair & Earth Day 2025

- Earth Day – deciding if Earth Day will be with the organizers of the Home Show, alternatively we host separate around Earth Day or in June (with community clean-up still in April)
- Discuss in future meetings feasibility of Fall Fair for next year – ie including something in the bags that get handed out
- Discuss in future meetings what events we will/should attend throughout the year – create a calendar
- Booth kit – to be discussed in future meetings (November or January)
 - Price a booth kit
 - What is required
 - How many volunteers required at each event
 - How do we update it – how often, associated cost
 - Budget for the kit? Approximately \$1250
 - Banners
 - Posters
 - Tablecloth
 - Tent
 - Table
 - Tablecloth
 - Fees for booths at certain events
 - Game board (ie word match, spin the wheel)
 - Reprinting materials (ie fall fair 1000 bags to be handed out)

5.7 Other initiatives

- White Paper for Council – how do we reach out/communicate more effectively (tbd)
 - What should they be thinking about
 - Set an internal timetable by September (each year) with a list of things council should do with a dollar figure for each
 - Vote for Town budget – Occurs in December, meeting start in November
 - TO DO: White Paper for November 11th – Abel and Mikaela
 - Town wants to implement green community standards
 - Suggest having a dedicated person or exploring opportunities to share a person with another community
- Social gathering for committee members – no update, Justin Grainger away
- Approach CAO and Director of Planning from ESAC point of view to talk about items we don't have time to do here (using strong ideas/data/information) and/or invite them to one of our meetings

- John Brennan to organize this
- Discussed considering who would we like to invite to our meetings in the new year and creating a calendar to organize
- Work as a team to be more effective – attendance, follow through on work, meaningful and effective topics
 - Formalize our committee process
 - Meeting minutes – details and action items
 - Create a detailed work plan/calendar to be shared with the team

6. Other Business

- Budget
 - Turtle signs (\$170)
 - Asking for \$500 from the budget – we have a credit of \$330
 - Martin keeping the \$330 from turtle signs and using it to buy 50 more
 - \$1000 for Earth Day
 - \$1250 from budget
 - Town is managing and replenishing the clean-up kits (\$0)
 - School grant - \$500
 - **TOTAL - \$3250 – drawing \$1230 from the reserve**

Abel Page moving this budget

Chris Tynan seconding

All in favour (all in presence)

Carried

7. Date of Next Meeting (November 11th, 2024)

8. Adjournment

That the meeting be adjourned at 7:54PM.

Moved by Martin Rudd

Seconded by Abel Page

Carried



Environment & Sustainability Advisory Committee

Minutes

December 9th, 2024

630 pm

ONLINE ONLY (inclement weather)

Present: John Brennan, Abel Page, Martin Rudd, Mikaela Pagotto, Jen Edwards, Emma Tynan, Gavin Dandy

Town Staff: Nina Lecic, Bridget Ryan

Other: Liz Armstrong

Absent: Valerie Chhokar, Sarbpreet Boparai, Chris Tynan

1. Call to Order 6:31pm

The Chair called to order at 6:34 pm

Carried

2. Approval of Agenda

Moved by Gavin Dandy

Seconded by John Brennan

Carried

3. Declaration Pecuniary Interest

None

4. Adoption of Minutes of October 7th, 2024

Moved by Able Page

Seconded by Martin Rudd

Carried

5. Business Items

5.1 ESAC presentation and introduction to Town staff (with Nina Lecic, Town Clerk and Councillor Bridget Ryan) (strategic plan & green standards)

- Introduction from Nina Lecic
 - Purpose of Visit: Enhance collaboration and provide tools/resources for advisory committees to connect with the Town.
 - Goals:
 - Attend committee meetings to understand evolution and provide support.
 - Focus on green standards/charter – ongoing initiatives and areas for improvement.
 - Committees are encouraged to provide specific input on green standards development.

- Key Challenge: Strengthen connection and communication between committees and the Town (bridge the communication gap)
- Councillor Bridget Ryan Introduction
 - Interested in advancing sustainability on all levels (economic, environmental... etc)
 - Promotes improved communication between advisory committees and Town staff
 - Future Engagement: Director of Community Services (Parks and Recreation) – Jenn, will join future sessions.
- Committee Policy/Mandate – Potential Updates
 - Terms of Reference are outdated and need updating to reflect current roles and activities.
 - Propose easy cross-committee communication, such as agenda sharing.
 - Explore task force models and new pathways for involvement.
 - Town Commitment: Review and update Terms of Reference for alignment with committee goals.
- Committee Policy/Mandate – Potential Updates
 - Terms of Reference are outdated and need updating to reflect current roles and activities.
 - Propose easy cross-committee communication, such as agenda sharing.
 - Explore task force models and new pathways for involvement.
 - Town Commitment: Review and update Terms of Reference for alignment with committee goals.
- ESAC Presentation (prepared and presented by Abel)
 - Overview of current initiatives: Earth Day organization, Youth Environmental Grant, environmental awareness programs (such as turtle signs), successful garbage cleanup kit rollout (with plans for replication), develop a booth kit for 2025 to attend more community events
 - Challenges: lack of clarity and resources for green standards, limited resources allocated to environmental sustainability despite strong statements
 - Going beyond our “advisory” role: focus on reducing GHG emissions, water preservation, food security, green development standards, and land conservation & develop a yearly activity plan and enhance advisory capacity to council.
- Discussion
 - Town staff to bring relevant agenda items and technical expertise to support committees.
 - Improve communication for effective collaboration (e.g., grant applications)
 - Town should advocate for sustainability topics at county-level discussions
 - Leverage grassroots initiatives (e.g., Tree Trust) and actively share across committees via engagement with Town staff and council

5.2 ESAC Budget brief to Council – Response and Follow-up

- White Paper – Budget Brief to Council Discussion
 - CAO response was the first time – good news
 - Submit earlier next year (mid 2025 for 2026 budget)
 - Abel and Mikaela to draft a response to send to the group
 - Determine as a Committee our next steps and define clear action items to meet our goals
- Budget Increase
 - Potential increase to \$3000
 - Nina to confirm with Wendy and provide a follow-up
- Frame Challenges as Opportunities
 - Address the Committee and CAO's concerns in the email response by reframing environmental initiatives as opportunities rather than obligations.
 - Highlight that sustainability doesn't necessarily require more funding but offers innovative approaches.
- *Develop a charter to enhance communication processes (next meeting?)*

5.3 Communication update social media and website

- No update (absent)

5.4 Green directory

- No major update
 - Erin complete, others in progress
- Suggest to start launch on website with just Town of Erin businesses (can even be a partial list)– trial and error, receive feedback
- Abel to send Nina the old one (as well as the introduction presentation)
- Green suggestions for the magazine? (Marina)

5.5 Greenhouse gases inventory

- No major update
 - Town facilities and equipment (completed)
 - Community and business partners (in progress)
- Abel to send to Nina what we have - how can the Town assist

5.6 Event booth – Earth Day 2025

- Emma sent Committee an email summary a few weeks ago: \$1000 for a kit (CA company) that includes a tablecloth, canopy, and signage
 - Develop a logo and have a high resolution image to provide
 - Emma to collaborate with Valerie to make our logo high res (or is ours currently sufficient?)
- *Next meeting: Collectively put together a calendar of events we would be attending for 2025. Where do we want to be present?*
- Abel to send Nina the logo for Town inventory
- Earth Day 2025 – **UPDATE**
 - Chamber of commerce is open to collaborating with us this year
 - Event Options

- Vendors across 3 days (such as Guelph Solar, heat pump companies, the County etc) - \$\$
- Saturday transitional space reservation – we could be present all 3 but our guest vendors just the Saturday
- Host our own in June with garbage cleanup on Earth Day
 - With march garbage cleanup
- Jenn to order the trees
- Abel to sit down with the chamber of commerce and see how this will logistically function
 - How many vendors for the day
 - How much would it cost
 - What does advertisement look like to ensure the goal of earth day is projected
 - Coordinated effort to have the garbage cleanup? Town should promote the cleanup as well

5.7 Committee functioning – creation of an activity list

- Sub committee – who is on this, what is it for?
- (workplan) Excel spreadsheet – Martin to create columns to organize (name, topic, task)
- (workplan) Mikaela and Martin to get the content in the excel spreadsheet started
- (new and ongoing) Mikaela to email list of action items after each meeting

6. Other Business

- Approve spending items
 - Signs – \$452.00 (50 signs) – \$330.00 (credit) =
 - Martin notes Abel owes \$122

Carried

7. Date of Next Meeting (January 13th, 2025)

8. Adjournment

That the meeting be adjourned at 7:55 PM

Moved by Martin Rudd

Seconded by Abel Page

Carried



Environment & Sustainability Advisory Committee

Minutes

January 13th, 2025

630 pm

Erin Town Hall, lower-level meeting room / Zoom

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

Town Staff: Jenn McPetrie (Director of Community Services)

Absent: Emma Tynan, Gavin Dandy

1. Call to Order

The Chair called the meeting to order at 6:39 PM.

2. Approval of Agenda

Moved by Abel Page

Seconded by John Brennan

Carried

3. Declaration Pecuniary Interest

None.

4. Adoption of Minutes of December

Moved by Abel Page

Seconded by Mikaela Pagotto

Carried

5. Adoption of Minutes of December

5.1 ESAC Budget brief to Council – Follow - up

- Introduction from Jenn M
 - Attending with Nina (anticipating alternating attendance) in supporting the enhancement of collaboration between the committee and Council and provide tools/resources for advisory committees to connect with the Town
- Group agreed to sending the email response to the CAO prepared by Abel and Mikaela

5.2 Green Directory

- No update
- Summary for Jenn M: directory to provide easy access to the green businesses and services available locally and within the Town

5.3 Green Directory

- No update
- Summary for Jenn M: ESAC wants to be more present in the community so we are preparing a kit in order to be that we are prepared to go to any event at any moment throughout the year
- **Action:** Abel meeting with the Chamber of Commerce coming up (not yet booked) – if the group has any questions share them with Abel so we can address
 - How many vendors we can have?
 - What is our location within the event and what is our square footage?
 - Is there electricity?
 - Can we share social handles?
 - What is the cost for us and our vendors?
 - Martin can create a larger display to ‘green us up’
 - If weather is okay, EVs would be great to have to be exhibited (or cornered against the building
 - Could have a speaker, presenter, or visual representation of some kind (composter, solar panel etc)
 - Our budget for this: approximately 1000 dollars
- If we do not collaborate with the home show for Earth Day...
 - Cleanup can still occur in April at Centre 2000 but have our own formal event in June
 - For the cleanup we would need:
 - Bin
 - Pickers
 - Gloves
 - Beverages/food
 - **Note:** last years Earth day leftovers to be put in the community fridge by Abel (all in favour – Moved by John Brennan)
- **List of Volunteers (last years signup)**
 - Volunteer database to be updated

5.4 Committee functioning – Activity list review

- Martin and Mikaela prepared document to track our work, provide updates, and record goals (**Action:** Mikaela to upload the document to the shared drive)

6. Other Business

- Use of human waste as fertilizer (withing the West Guelph area and South of Guelph)
 - Concern: waste is human and industrial waste and contaminates (human waste and start spraying it which is then going into our system)
 - Over the next few months Chris is doing more research and his friend Dorris may come to speak on it if that is okay (*Note: ESAC interested - in favour of having present*)
 - **Action:** Chris to provide some dates where she is available to join a meeting
- Committee recruiting: on January 23rd Council session agenda
 - In March we will review roles for the committee
- Recycling education
 - How to dispose waste
 - We should have this from the Town or County for our event table/in our booth kit as educational pamphlets to hand out to residents

- Can include a mini composter as a visual
- Early mention: fall cleanup (proposed by Jenn)
 - Consider a second cleanup in the fall after the fair (around the Town within the community)
 - Could potentially meet at the booth that will be setup at the Agricultural Society
 - Yellow bags would be about \$300-400 if we did that approach rather than the bin
 - **Action:** Mikaela to add to our committee tracker
- Blue Triton – leaving Canada
 - Town of Erin looking for new wells for water
 - Can we use blue triton well as a new source of water instead of digging the new proposed well in one of the wellhead protection areas?
 - All our wells are on 1 aquifer – concern about how all wells rely for recharge from this one source
 - How would we be able to go about this
 - Time sensitive environmental work
 - **Action:** Abel creating document with different links to talk about the environmental concern
 - We need to stay on top of this and the updates
- **Action:** Mikaela sending Clean Air Partnership (CAP) Municipal Climate Action 101 course information and notes
- Jenn ordered 200 trees for Earth Day (April)
- Tree Trust: Chris Vernon
 - Interested in Erin
 - Martin steered them CVC and Guelph arboretum
 - Educational and how to protect, treat, and care for older trees
 - Tree trimming information and educate arborists and teach community about how to plant a tree and woodlot management – protection and treatment for older trees
 - Is interested to present at one of our meetings – group is not interested

7. Date of next meeting (February 10th, 2025)

8. Adjournment

That the meeting be adjourned at 7:45 PM.

Moved by Abel Page

Seconded by Mikaela Pagotto

Carried

TOWN  OF
ERIN

HILLSBURGH COMMUNITY COMMITTEE

October 16, 2024

7:00 pm

Town Hall Meeting Room

Present: Jamie Cheyne , Jeff Duncan, Lloyd Turbitt

Regrets: Jackie Turbitt , Ryan Dennison

Guest: David Furtado

1. Call to Order

Meeting was called to order at 7:00 pm by Lloyd Turbitt

2. Approval of Agenda

Motion was moved by Jeff, second by Jamie to Approve the Agenda. Carried

3. Declaration of Pecuniary Interest None was noted

4. Adoption of Previous Minutes Sept.18, 2024

Motion to at previous minutes by Jamie, Second by Jeff. Carried

5. Business Items

5.1 Guest David Furtado- David is requesting the aid of HCC to help / host / hold a Soap Box Derby during summer 2025. HCC to liase with Town regarding barricades , requirements etc. There is a group of interested kids / Dads. Some funding is required to get this done. Motion moved by Jeff, Second by Lloyd, to sponsor up to a total of \$1000.00 for the Soap Box Derby. Motion carried.

5.2 Decorating Kit Recap- Next Meeting

5.3 Christmas Tree Lighting Ann Shanahan from Chamber of Commerce, Dusty Scott from Erin Outlaws Hockey and as many as possible Outlaws will participate. Need to hunt up lights and signage from Lions Club, if available. Lloyd to get Christmas Tree. Santa has been scheduled!

5.4 Old Planters 5 Left.

5.5 Budget Some discussion was had about projects. Lloyd to submit a full budget to treasurer.

5.6 SWAG Next meeting

5.7 Erin Ag Society 175 Anniversary There is going to be a Heritage Tractor Ride / Drive from Victoria Park in Hillsburgh to the Fairgrounds. HCC will take part and support by having food and beverages available as tractors marshal in Park. What type is yet TBD.

Meeting Adjourned at 8:45 pm
Next Meeting Wed Nov.20, 2024

TOWN  OF
ERIN

HILLSBURGH COMMUNITY COMMITTEE

Nov.20, 2024

7:00 pm

Town Hall Meeting Room

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

Regrets: Ryan Dennison

1. Call to Order

Meeting was called to order at 7:05 pm by Chair Lloyd Turbit

2. Approval of Agenda

Motion was moved by Jamie, second by Jeff to Approve the Agenda. Motion carried

3. Declaration of Pecuniary Interest None was noted

4. Adoption of Previous minutes- Will be adopted at next meeting

5. Business Items

5.1 ACCOUNTS

Lloyd Turbitt: Tree Lighting	\$25.96	Hot Chocolate
	\$55.43	Christmas Lights
	<u>\$78.94</u>	LED Lamps
	\$160.33	
Jeff Duncan: Tree Lighting	\$8.26	Water
	\$30.41	Loot Bag Items
Halloween Competition	<u>\$50.00</u>	Gift Card
	\$88.67	
Heidi-Hoe Gardening	\$186.39	Bulbs and Planting
Ross R. MacKay P.S.	\$500.00	PTA Donation
Grand Total	\$935.39	

Motion moved by Jackie T, Second by Jamie C. to pay above people for expenses incurred and described. Motion was carried.

5.2 Arena Banners for Legion

Jeff.D. made a motion to have Kennedy Flags reproduce the 7 Legion banners which were lost/ misplaced that hang on front of Hillsburgh Arena. Approximate cost is \$155.00 each. Second by Jackie T. Motion carried.

5.3 Tree Lighting Recap.

H.C.C. , along with the Chamber of Commerce hosted the Hillsburgh Tree Lighting on November 16th. We had tremendous crowds and the arena had a great number of skaters as well. We discussed the pros/ cons and what we need to do for next year.

5.4 OLD PLANTER UPDATE We had 24 sidewalk planters that were redundant the Town purchased new ones. 23 have been sold at \$50.00 each and money deposited.

5.5 Budget Lloyd had sent in Budget to Town for 2025.

Moved by Jamie, Second by Jeff to accept our submitted budget. Carried.

5.6 SWAG Next meeting

5.7 2025 Meeting Dates 2025. Much discussion ensued. We would appreciate keeping our 3rd Wednesday, as we have had for the past MANY years. If moved to different Wednesday, we will lose valuable members. We wish to remain on current date / week.

5.8 Vacancies on H.C.C. We need new people or we can't do what we have over the past number of years. Jeff will put something on social media. Town will be posting in the New Year.

5.9 Direction of H.C.C. Unless we have new/ more members, Family Fun Day will not happen in 2025. Do we need to re-focus on other ideas or events? Committee to ponder for next meeting.

6.0 Meeting Adjourn

Next meeting on December 18, 2024



Hills burgh Community Committee

Minutes- December 18, 2024 7:00 pm

TOWN HALL MEETING ROOM

Present: Lloyd T., Jackie T., Jeff D., Jamie C.

Regrets: Ryan D.

1. Call to Order at 7:05 pm by Chair Lloyd Turbitt

2. Approval of the Agenda

Motion made by Jamie, seconded by Jeff to Approve the Agenda. Motion carried.

3. Declaration of Pecuniary Interest- None declared

4. Approval of Previous Minutes- Oct.16/24 and November 20/24, 2024

Motion made by Jeff, seconded by Jamie to approve the (2) previous minutes. Carried

5. Business Items

5.1 Accounts- Lloyd will need to get 2 gift cards as payment for Fall Décor. Kits- \$25 for Roy Livingston who provided the corn and \$100 for Scott Rae for installing the Winter Decorations and the HCC banners. Motion made by Jackie to pay Lloyd \$125.00, Second by Jeff. Motion carried.

Previous motion to have the Legion Banners replaced, due to loss. Jeff has them ordered and will be available in January.

5.2 Surplus Funds.

Motion by Jackie to have surplus funds in 2024 be transferred to reserves. Second by Lloyd. Motion carried.

5.3 2025 Budget- HCC will receive \$2000 from Town for 2025 activities.

5.4 SWAG- There are many t-shirts and hats still available at Butcher's Furniture. After discussion, we agreed to have t-shirts go on sale 2 for 1 to help clear out inventory.

5.5 Vacancies on H.C.C Town has and will advertise for vacancies on all committees. We need more people or our committee will not be able to carry on with Family Fun Day.

5.6 Future of HCC The future is dependant upon new members and whether we remain viable.

5.7 Meeting with parks and Rec

Lloyd met with Jennifer and discussed the state of the Hillsburgh parkette. Upgrades and repairs are in order, but not in 2025 budget project list. Jennifer will endeavour to find funds and see what we can be accomplished. Jamie asked how much the HCC would / could contribute from reserves, to help this along. Some thought it was a Town Park and their budget should be responsible for repairs. More discussion is required.

6. Next Meeting- January 15, 2025 7:00 pm

7. Meeting adjourned at 8:30 pm



Parks, Trails and Recreation Advisory Committee Meeting Minutes

October 24th, 2024 – 7:00-8:30pm

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

Present: Patrick D’Almada (Chair), Val Bush (Secretary), Bridget Ryan (Town Councillor), Jennifer McPetrie (Town of Erin), Gissel Gonzalez, David DeForest, Justyna Toeppner, Rob Smith.

Regrets: Bayne Upton

Absent: Sid Spear

1. Call to Order

- Meeting called to order at 7:00pm.

2. Welcome and Introduction

- Welcome to those in attendance by Chair.
- Town representatives also present: Nina Lecic, Clerk and Rebecca Danks, Customer Service Representative.
- Snow Roamer representatives also present: Scott Boulton

3. Approval of Agenda / Additions to Agenda

- No additions to agenda.
- **MOTION:** That the agenda for the PRTAC meeting dated October 24th, 2024, be approved. Moved by Justyna, seconded by Rob. Motion carried.

4. Declaration of Pecuniary Interest

- None.

5. Delegation / Presentation

- Scott Boulton, Hillsburgh Snowroamers: 80 kms of trail done in the fall by volunteers and taken out in the spring.
- Connects Erin, Belwood, Orangeville in partnership with over 80 landowners.

- Over 30,000 kms of trails across Ontario.
- Trail patrols done by OPP, CVC and the Club.
- 52nd season of snowmobiling in Erin. Club does different initiatives: BBQ, poker run, Santa Clause parade, donation to food bank.
- Trail closure between Hillsburgh and Erin has impacted those who wants to connect between the villages.
- Club would like to improve rider safety and is requesting more crossing signs where riders must cross the roads. They're also asking to use Barbour Field again this year as a staging area as it worked quite well last year and kept the congestion away from Judy's restaurant. Jen and Nina to coordinate with the Club. Club was asked to put their requests in writing and forward to TOE staff. Committee supports their request.

6. Approval of Previous Minutes – September 26th, 2024.

- **MOTION:** That the minutes for the PRTAC meeting dated September 26th, 2024, be approved. Moved by Val, seconded by Bridget. Motion carried.

7. Business Arising and Action Items from Previous Meeting

- **7.1** – Dog Parks – develop by-law and it's now on Jen's list.
- **7.2** – Erin 2000 – reopening October 26th, 2024. Shamrock room is coming along. The dividing wall is not in yet but room is useable. Upgrades offer more room for programs in the future. Full time booking position has been tendered so that we may have staff to tend to customer service needs Monday to Friday.
- Committee suggested publicising where the money was spent for transparency.
- **7.3** – 2nd Part of Rotary Trail – culvert failure and water is going across the trail, no drainage.
- **7.4** – Replacement PRTAC member status – Nina to work on coordinated approach as other committees also have positions available and she will advise the committee when it's out for applications. Rebecca will now work with Patrick for putting together meeting agendas.
- **7.5** – PRTAC budget – current master plan is good until 2029, water tower trail assessment opportunity and potential consultant budget. Want to ensure there is connectivity with any new developments going in.

8. New Business

- Councillor Ryan suggests having a policy put in place for any sponsorship opportunities that is fair and equitable.

9. Sub-Committee Updates

- **Communication (Val/Justyna)** – no update at this time.
- **Facilities (Bayne/Val)** –
- Signage at ECC for changerooms follow up. Jen will follow up on this.
- Youth organizations request locked bulletin type boards for ECC where they can provide information on their programming to the public. Jen to look into.
- **Trails (Rob, Gissel, Bridget)** – walked Woolen Trail from Tin Roof, replacement signage needed in some areas. Jen to work with Councillor Ryan on property ownership around that area. Will also identify areas of concern for signage. Talk of trail maintenance and the state of the current bridge.
- **Policies and Procedures (Patrick)** – nothing to report at this time.
- **Community Partners (Justyna/Val)** – ongoing discussions with Jen at this time.
- **Parks and Land Development (David/Patrick)** – nothing to report at this time.

10. Other Business

- None.

11. Next Meeting

- Thursday, November 21st, 2024 @ 7:00 pm

12. Adjournment

- **MOTION:** That the PTRAC meeting be adjourned. Moved by Justyna, seconded by Gissel. Motion carried.
- Adjourned at 8:35pm.



Parks, Recreation & Trails Advisory Committee (PRTAC)

Minutes of the November 21, 2024, Meeting

7:00PM

Virtual meeting via Teams

Present: Patrick D'Almada, Bayne Upton, Val Bush, Bridget Ryan, Justyna Toepfner, Sid Spear, David DeForest, Gissel Conzalez, Rob Smith

Absent:

Staff Present: Jennifer McPetrie, Jessica Stovin

1. Call to Order

Chair Patrick D'Almada called the meeting to order at the hour of 7:00 PM.

2. Welcome and Introductions

Jessica Stovin was introduced as Manager of Recreation

3. Approval of the Agenda

Moved By Bayne Upton

Seconded By Justyna Toepfner

That the agenda be approved as circulated.

Carried

4. Declaration of Pecuniary Interest

None.

5. Delegations/Presentations

None.

6. Adoption of Minutes

Moved By Bayne Upton

Seconded By Val Bush

That the Committee hereby adopts the minutes as circulated for the meeting of October 24, 2024.

Carried

7. Business Arising from the Minutes

7.1 Hillsburgh Snow Roamers

- Request for parking, moving forward with permit to park at Barbour Field for the season
- Jennifer to ensure that the parking does not happen in front of storage units

7.2 Erin Community Centre Reopening Update

- Jessica provided an update to the committee

7.3 Replacement of PRTAC member

- Posting to fill the open committee member will be posted the beginning of December

7.4 Woolen Trail

- Councilor Ryan gave an update, staff is following up and this has been addressed and will be taken off the agenda moving forward.

7.5 PRTAC Budget

- Parked until new business

7.6 Sponsorship and Facility Naming Policy

- Park as an action item

7.7 Culvert Update

- Jennifer provided an update and that staff are working on the issues

8. New Business

8.1 2025 Budget

- Jennifer presented a budget update and what will be presented to council
- discussion about grants and what is available
- discussion on the school and Centre 2000 growth

9. Sub-committee Updates

- Patrick mentioned that in the new year there would be a review to see if sub-committees will continue

9.1 Communication

- new Instagram account, members shared with the community

9.2 Trails

- Hoping to connect the new library with the trails
- An ask for fencing on the water tower trail to stop the community from trespassing on private property, Jennifer and Jessica to bring this forward to infrastructure
- Jennifer, Councilor Ryan, Rob and community member to go and look at area of the trail to see what the short-term plan is
- Long term after budget to meet with infrastructure about connecting the trails

9.3 Facilities

- Basic maintenance was done through the summer on the fields
- Jennifer, Jessica and Bayne to meet to about maintenance on outdoor facilities

9.4 Policies and Procedures

- No new policies now
- Rates and Fees to go to council in December

9.5 Community Partners and Programming

- The Town has more supports, the committee willing to support

9.6 Park and Land Development

- Hoping for buffers between new and old subdivisions

9. Community Services Department Update

- New booking and customer service staff starting November 25.
- Committee really appreciates the staff support that has been put into place

10. Other Business

- How often should this committee be presenting to council, Jennifer suggested an annual report to council and if there is an ask then a presentation could be made for then, a September report to council is suggested
- Patrick to make a presentation on what has been happening within this committee in January

11. Next Meeting Date

December 19th, 2024 7 pm at Town Hall

12. Adjournment



Parks, Trails and Recreation Advisory Committee Meeting Minutes

December 19, 2024 – 7:00-8:30pm

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

Present: Patrick D’Almada (Chair), Bridget Ryan (Town Councillor), Jennifer McPetrie (Town of Erin), Jessica Stovin (Town of Erin), Bayne Upton, David DeForest, Rob Smith, Val Bush, Sid Spear

Regrets: Justyna Toepfner, Gissel Gonzalez

Absent: Sid Spear

1. Call to Order

- Meeting called to order at 7:00pm.

2. Welcome and Introduction

- Welcome to those in attendance by Chair.
- Tree Trust Campaign, to make a presentation

3. Approval of Agenda / Additions to Agenda

- No additions to agenda.
- **MOTION:** That the agenda for the PRTAC meeting dated December 19, 2024, be approved. Moved by Rob, seconded by David. Motion carried.

4. Declaration of Pecuniary Interest

- None

5. Delegation / Presentation

Tree Trust Campaign

Nicola – Runs out of Elora, 5 years old. An organization that looks after elder trees, given proper care and funding for arborist work. One old tree does the same work as about 300 new planted trees

-8 chapters across the province

Trees Canada, given funding for 4 tree days, Erin has been chosen

-May 24 is Tree Care Day in Erin

- This day will include goal to get Erin to be a member of Tree Trust
 - Will be picking a tree within the community that is on public or commercial land, needs some help
 - not only to educate the community but to train arborist in how to prune and keep it alive
 - demo of the pruning
 - adding in tree planting, either donation or small budget to cover
 - wood lot tour, educational and demo on how to care for a wooded lot
 - Patrick mentioned about a tree inventory
 - Lions park, bringing it back to a park after install of pump house
 - Any interest in joining Nicola in helping out with the event
- 6. Approval of Previous Minutes – November 21, 2024.**
- **MOTION:** That the minutes for the PRTAC meeting dated September 26th, 2024, be approved. Motion carried.
- 7. Business Arising and Action Items from Previous Meeting**
- 7.1 Council Presentations – Bridget, how to inform council. Start with a presentation to council in January. Patrick will do the presentation. Suggest presenting once a quarter, a summary to council and let public in the know. Sharing goals, figuring out what the goals/vision of the committee for the future
What does the committee want for 2025/26
- 7.2 Trail update/water tower – Jen, Bridget and Rob met on trail. Signs will be installed, one at beginning and one at the end. In spring staff will look at the possibility of making it a loop.
- 8. New Business**
- 8.1 Planning items for 2025 – Patrick
- Meeting for a SWAT, Rebecca to put together a doodle?
 - Jen to bring staff priorities to the committee
- 8.2 Project Activity List – Bridget
- Adding to the agenda and carry's on
- 8.3 Communication with other advisory committees – Bridget
- Bridget sat in on ESAC meeting, Jen to bring information from staff leadership meetings
- 8.4 Facility User Fees – Jen
- Fees were taken to council, offering new programs like yoga, kids crafts. Advertising fees have changed and updated, all fees are inclusive of services fees
 - There is also a communication plan has been made
- 8.5 Advertising allocation policy – Jen
- 9. Sub-Committee Updates - tabled**

- **Communication (Val/Justyna)**
- **Facilities (Bayne/Val)**
- **Trails (Rob, Gissel, Bridget)**
- **Policies and Procedures (Patrick)**
- **Community Partners (Justyna/Val)**
- **Parks and Land Development (David/Patrick)**

10. Community Services Department Updates (J. McPetrie)

- Budget went to council and was approved.
- Hiring a Facility Supervisor
- Hiring a part time customer service representative
- Megan to move into an admin coordinator
- Summer camp director
- Summer camp leaders
- will be hiring fitness leaders
- general interest programs,

11. Other Business

None.

12. Next Meeting

Thursday, January 16, 2025 @ 7:00 pm

13. Adjournment

MOTION: That the PTRAC meeting be adjourned. Moved by Rob, seconded by David.

Motion carried.

Adjourned at 8:35pm.

TOWN OF  OF
ERIN Town of Erin
Corporate Report

Department: Chief Administrative Officer	Report Number: ED2025-01
Business Unit: Economic Development	Meeting Date: 2/27/2025
Presented/ Prepared By: Marina Mato, Economic Development Officer	

Subject

Economic Development Strategic Plan

Recommendation

That Council hereby approves the 2025 and beyond Town of Erin Economic Development Strategic Plan as presented in Appendix A of this report;

And that Council directs staff to develop an implementation framework for the objectives contained within the plan.

Background

The Town of Erin is poised for significant economic growth, necessitating a strategic framework to guide development. The Economic Development Strategic Plan builds on previous efforts and incorporates extensive community and stakeholder engagement, which played a crucial role in shaping this strategy. Two strategic planning sessions were held with key stakeholders, including Council, Senior Staff, the Erin Economic Development Committee and members of the business community, to define priorities. Additionally, feedback was gathered from the public through our engagement platform, Erin Engaged, ensuring that community perspectives were considered in the final plan.

The final plan identifies four key priorities (Investment Attraction, Infrastructure Improvements, Business Retention and Expansion (BR+E), and creating a Vibrant Community) and highlights six key focus sectors, including Agriculture/Agri-food/Equine, Tourism, Retail Trade, Entrepreneurship, Construction, and Manufacturing. The plan outlines specific actions, performance measures, and partnerships necessary for successful implementation.

Discussion

The plan identifies opportunities and actions to drive economic growth in four key priority areas:

- Investment Attraction: developing a land inventory, fostering partnerships, and advocating for business-friendly policies

- Infrastructure Improvements: expanding broadband access, supporting commercial projects, and improving tourism infrastructure
- Business Retention & Expansion: addressing industry challenges, providing incentives, and enhancing partnerships
- Vibrant Community: promoting Erin’s identity, revitalizing downtown, and enhancing public spaces

Implementation will require collaboration with key stakeholders, such as the Erin Chamber of Commerce, Wellington County, and local businesses. Performance measures will be tracked to ensure success.

To ensure transparency and accountability, progress on the plan will be reported back to Council through an annual report, detailing key achievements, challenges, and performance metrics aligned with the strategic objectives.

Strategic Pillar

Economic Prosperity

Financial Impact

Notably, the Economic Development Strategic Plan was completed in-house, with no direct costs incurred. The strategy was led and coordinated by the Office of the CAO, maximizing internal expertise while ensuring a cost-effective approach.

Implementation costs will be addressed through municipal budgets, grant funding, and public-private partnerships. Some initiatives, such as investment attraction and tourism development, are expected to generate revenue and economic benefits for the Town.

Conclusion

Staff recommend that Council approve the final version of the Economic Development Strategic Plan.

Attachments

Appendix A – Town of Erin Economic Development Strategic Plan

Nina Lecic

Acting Chief Administrative Officer



ECONOMIC DEVELOPMENT STRATEGIC PLAN

2025 AND BEYOND

MARCH 2025

TOWN  OF
ERIN



TABLE OF CONTENTS

Welcome to the Town of Erin	1
A New Economic Development Strategy for the Town of Erin	2
Why Now?	2
The New Strategy	3
Economic Development Mission and Vision	4
Our Values	5
Economic Snapshot	6-7
Demographics	8
Local Economy and Labour Force	9
Focus Sectors	10-11
Strategic Priorities	12
Priority 1: Investment Attraction	13-15
Priority 2: Infrastructure Improvements	16-18
Priority 3: Business Retention and Expansion (BR+E)	19-21
Priority 4: Vibrant Community	22-24
Conclusion	25
Thank You	26




WELCOME TO ERIN

Nestled close to the Greater Toronto Area (GTA), the Town of Erin offers a harmonious blend of a charming community, agricultural heritage, and environmental stewardship. Our picturesque landscape and heritage-rich environment create a community where businesses and residents alike can thrive. With a growing population and a strong sense of community, the Town of Erin is the ideal place for innovative ideas and new investments to flourish.

The Town of Erin's strategic location near the GTA fosters strong business connections, while our commitment to preserving community charm ensures a high quality of life for all residents. Our supportive environment for investment attraction, combined with a rich mix of historic and progressive elements, makes Erin a prime location for businesses looking to grow.

The famous Erin Fall Fair, a cornerstone of our vibrant community, showcases our deep-rooted agricultural heritage and rich culture. Erin is more than just a place to live; it's a community invested in shaping a prosperous and dynamic tomorrow. Combining the tranquillity of rural living with the convenience of nearby urban amenities, the Town of Erin offers the best of both worlds.

The Economic Development Strategic Plan leverages Erin's strengths, from our supportive business environment and stunning natural landscapes to our engaged and innovative community. We are committed to fostering economic growth, attracting new investments, and supporting our existing businesses while upholding our commitment to preserving Erin's unique character and natural beauty.



A NEW ECONOMIC DEVELOPMENT STRATEGY FOR THE TOWN OF ERIN

The Town of Erin will experience significant growth and change in the coming years. As we look to the future, it is necessary to establish a new Economic Development Strategy that reflects the current needs and aspirations of our community. With our proximity to the Greater Toronto Area (GTA) and a growing population, the Town of Erin is at a pivotal point where a refreshed strategy will help harness new opportunities and address emerging challenges.

WHY NOW?

The Town of Erin's previous economic development efforts have laid a strong foundation for growth, focusing on attracting businesses and supporting local enterprises. However, the landscape is evolving rapidly. Our community is preparing for a significant increase in population, which necessitates a strategy that not only accommodates this growth but also leverages it to enhance our local economy.

With a projected rise in population, the Town of Erin must prepare to meet the needs of both new and existing residents. This includes creating job opportunities, enhancing infrastructure, and ensuring a high quality of life. Our community values its heritage and charm while embracing innovation. The new strategy balances these aspects, ensuring that growth is sustainable and aligned with the Town of Erin's unique character. As a Town supportive of investment and open to new ideas, Erin must proactively attract and retain businesses that align with our community's values and contribute to our economic resilience.





THE NEW STRATEGY

The Town of Erin's new Economic Development Strategic Plan stems from the collective vision that was developed following an analysis of the Town's economy and demographics, and several stakeholder engagement sessions, including a strategic planning workshop with Council and the Erin Economic Development Committee, and a Focus Group session.

This strategy will focus on several key areas, beginning with investment attraction, which will involve proactively seeking and encouraging new businesses to establish themselves in Erin. Infrastructure improvements will enhance and expand the infrastructure to support the growing population and business community, ensuring efficient development. Business retention and expansion efforts will support existing businesses in their growth, ensuring they remain integral parts of the community.

Finally, fostering a vibrant community will involve creating a dynamic, inclusive, and engaged environment where residents enjoy a high quality of life and actively participate in the Town's development. As part of the Town's commitment to Environmental Stewardship, the Town of Erin will prioritize green initiatives in all economic development efforts, promoting sustainable growth, energy efficiency, and environmental responsibility. This focus aligns with our vision for a greener, more sustainable future for both residents and businesses.



VISION

To be a welcoming community where businesses and residents thrive.

MISSION

To foster purposeful economic development, in harmony with community needs.





VALUES

Accountability

A commitment to responsibility, and excellence in governance and decision-making for the community's needs.

Transparency

Enhancing openness and accountability through clear and accessible communication, ensuring that decision-making processes, actions, and information are readily available.

Integrity

An unwavering foundation of honesty and ethical conduct, fostering trust and respect in all that we do.

Sustainability

Ensuring the long-term quality of life for current and future generations by responsibly managing resources and embracing environmentally friendly practices that support ecological balance and social well-being.

Inclusivity

A community where empathy guides actions, diverse perspectives are celebrated, equitable opportunities are prioritized, and everyone feels valued and included.

Innovation

A commitment to continuous improvement, exploring effectiveness and efficiency in all that we do.





ECONOMIC SNAPSHOT

POPULATION

The Town of Erin has shown steady population growth, increasing from 10,770 in 2011 to 11,981 in 2021, and our population is estimated to be 26,000 by mid-2030. The majority of the population falls within the 15-64 age range, with a median age of 46.8 years, indicating a mature community with a significant working-age population. Regarding education, twenty-three percent of residents have a university degree, and another twenty-three percent hold a college diploma, showcasing a well-educated community. Residents primarily hold post-secondary degrees or diplomas in the fields of 'Business, Management and Public Administration,' 'Social and Behavioural Sciences and Law' and 'Architecture, Engineering, and related trades.'

WORKFORCE AND LABOUR FORCE

The Town of Erin's workforce is primarily concentrated in a few key occupations and industries. The top occupations include 'Trades, Transport, and Equipment Operators,' followed closely by 'Sales and Service,' 'Business, Finance, and Administration,' 'Education, Law, Community and Government Services, and 'Natural and Applied Sciences.' This occupational distribution suggests a community heavily involved in skilled trades and services, with a significant portion also engaged in administrative and scientific roles.

The Town of Erin's workforce exhibits higher labour force participation rates than Wellington County and the Province of Ontario overall. Erin's participation rate stands at 69.4 percent, with 73.3 percent for males and 65.3 percent for females. This suggests that Erin benefits from a relatively engaged workforce, particularly among women, who participate at higher rates than in both Wellington County and Ontario.

The employment rate in the Town of Erin stands at 63.6 percent (68.1 percent for males and 59.1 percent for females), again outperforming Wellington County (61 percent overall) and Ontario (55.1 percent overall). While unemployment in Erin remains lower than the provincial average, it still presents a gender gap: Erin's unemployment rate is 8.2 percent, with 7.1 percent for males and 9.6 percent for females. This gender disparity in both employment and unemployment rates suggests opportunities to further support female workforce engagement and reduce unemployment within the town.



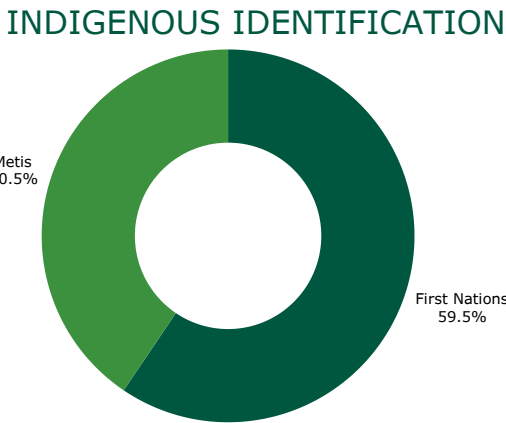
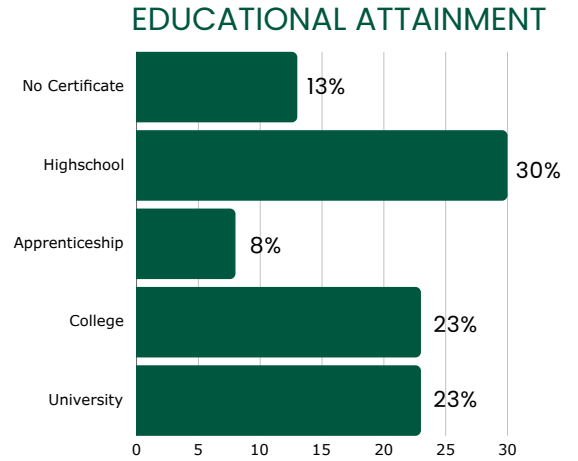
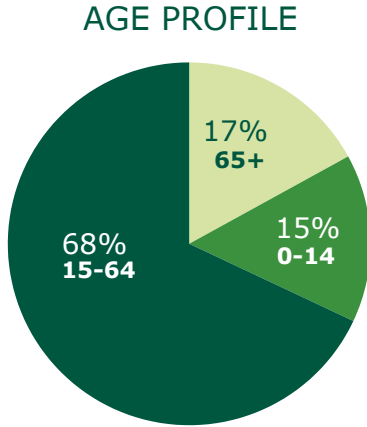
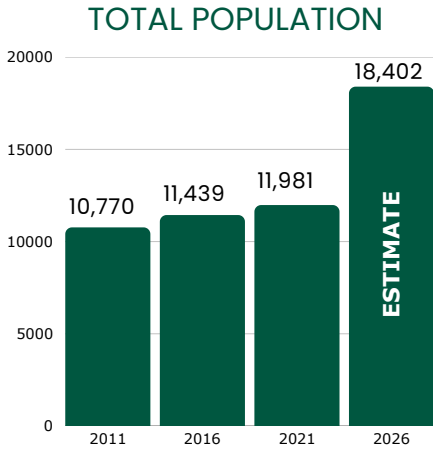
ECONOMIC SNAPSHOT

TOP INDUSTRIES

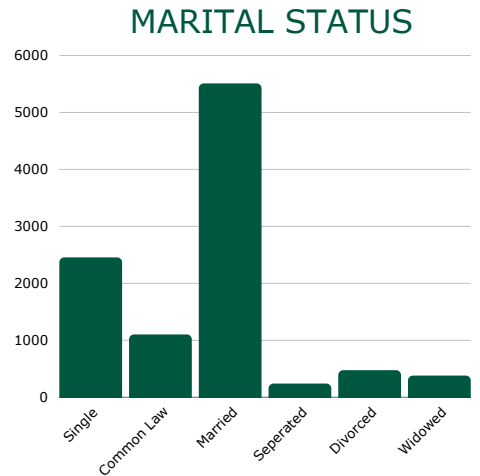
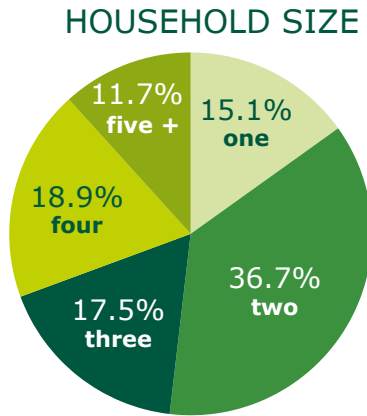
The leading industries in the Town in terms of employment are 'Construction', 'Professional, Scientific, and Technical Services', 'Healthcare and Social Assistance', 'Manufacturing', and 'Retail Trade'. These industries indicate a local economy that balances infrastructure development with professional and healthcare services. While it is not one of the leading industries in Town, Management of Companies and Enterprises, led growth between 2019 and 2023 with an impressive 135 percent increase. This sector includes organizations focused on overseeing and managing other companies within the same group. These entities either hold controlling shares in subsidiaries to influence their management decisions or directly handle administrative and strategic operations for affiliated businesses, without offering services to outside companies, signalling emerging opportunities in corporate and administrative roles. Manufacturing also showed robust growth at 52 percent over the 4-year period, indicating a rise in production activities. Conversely, Arts, Entertainment, and Recreation declined by 29 percent, and Agriculture saw a reduction of 17 percent.



DEMOGRAPHICS



Total Indigenous respondents: 185



REAL ESTATE

DWELLING VALUE

Average Value **\$980,000**

Median Value **\$1,086,000**

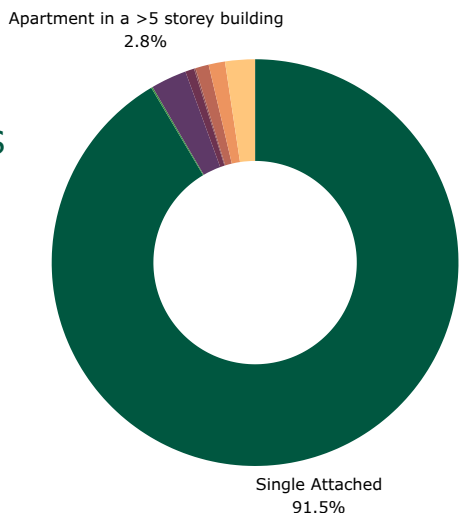
AFFORDABILITY

Average Monthly Shelter Costs Renters vs. Owners

\$1,984 | \$2,064

18% of Erin's population spends 30% or more of household total income on shelter costs.

TOTAL NUMBER OF HOUSEHOLDS



RENT VS. OWN



LOCAL ECONOMY

TOP 5 INDUSTRIES



12%
Construction



10%
Professional, scientific and technical services



9%
Healthcare and Social Assistance



9%
Manufacturing



8%
Retail trade

HIGHEST GROWTH 2019-2023

135%
Management of Companies

52%
Manufacturing

HIGHEST DECLINE 2019-2023

(29%)
Arts, Entertainment, Recreation

(17%)
Agriculture (Top 6 industry)

LABOUR FORCE

TOP 5 OCCUPATIONS



24%
Trades, Transport and Equipment



23%
Sales and Service



14%
Business, Finance and Administration



10%
Education, Law/Social, Community & Government



8%
Natural and Applied Sciences

LABOUR FORCE 6,930	PARTICIPATION 69.4%	EMPLOYEMENT 63.6%	UNEMPLOYMENT 8.2%	MEDIAN INCOME \$127,000
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FOCUS SECTORS

Following a statistical industrial analysis, and two strategic planning workshops with Council members, the Erin Economic Development Committee, and various focus groups, six sectors have been identified as key areas of focus for the Town of Erin's Economic Development Strategic Plan.

- 1. Agriculture, Agri-food and Equine**
- 2. Tourism**
- 3. Retail Trade**
- 4. Entrepreneurship**
- 5. Construction**
- 6. Manufacturing**

By concentrating on these sectors, we aim to foster sustainable growth, enhance the quality of life for residents, and attract new businesses and visitors to our community.





FOCUS SECTORS

Agriculture, Agri-food and Equine (FS1)

Our Economic Development Strategy aims to strengthen the Agriculture Agri-food Equine industries by promoting sustainable farming practices, supporting local farmers, and encouraging the growth of agri-food businesses. We are committed to creating opportunities, that connect our agricultural roots with broader market trends.

Tourism (FS2)

Our strategy focuses on leveraging the Town's tourism assets to attract visitors year-round. By enhancing our tourism infrastructure and promoting the Town of Erin's unique attractions, such as our famous Fall Fair, beautiful natural surroundings and various outdoor activities, we aim to boost the local economy and create lasting memories for our visitors.

Retail Trade (FS3)

Providing essential goods and services to residents, Retail Trade is a vital component of the Town's economy. Our strategy aims to support and expand the local retail sector by attracting diverse businesses and enhancing the shopping experience. We are dedicated to creating a vibrant retail environment that meets the needs of our growing population.

Entrepreneurship (FS4)

Fostering entrepreneurship is key to the Town of Erin's economic development. We aim to create a supportive environment for startups and small businesses by providing access to resources, mentoring, and networking opportunities. We are committed to nurturing a culture of innovation and entrepreneurship that drives economic growth and job creation.

Construction (FS5)

As the leading provider of jobs, the construction sector plays a vital role in our community's economic stability. We aim to meet the needs of our growing population through continued support of local contractors, and by ensuring that development aligns with community values.

Manufacturing (FS6)

Erin's manufacturing sector is a key driver of economic activity, providing jobs and contributing to local and regional economies. Our strategy aims to support existing manufacturers, attract new manufacturing businesses, and encourage innovation and sustainability within the sector.



STRATEGIC PRIORITIES

- INVESTMENT ATTRACTION
- INFRASTRUCTURE IMPROVEMENTS
- BUSINESS RETENTION AND EXPANSION
- VIBRANT COMMUNITY





INVESTMENT ATTRACTION

Attracting new investments is vital to the long-term prosperity of the Town of Erin's economy, as it will ensure a healthy balance between residential and non-residential tax bases, following the recent surge in residential development. New investments lead to job creation, economic growth and enhanced overall quality of life, contributing to a community where residents and businesses can thrive. This strategy prioritizes investment attraction by:

- Targeting sectors that support our existing businesses, especially our focus sectors
- Maximizing employment lands
- Facilitating new investment

How will we achieve this?

- Develop and maintain a land inventory of industrial, commercial and investment (ICI) properties, and invest in tools to enhance accessibility and data visualization for potential investors
- Foster collaboration with Wellington County to align and promote local and county-level Community Improvement Programs (CIP)
- Advocate for policies and initiatives that ensure an adequate supply of construction-ready land to support economic growth
- Increase engagement in policy development that impacts employment lands and non-residential development
- Design and implement investment attraction strategies, including marketing campaigns and sector-focused initiatives
- Explore methods to streamline development processes, reduce red tape, and introduce incentives to attract new investment





1. INVESTMENT ATTRACTION

Objective	Actions	Lead/ Partners	Performance Measures
1.1 Grow Targeted Sectors	1.1.1 Develop and implement an investment attraction marketing campaign and sector-focused initiatives around the six focus sectors: Agriculture, Agri-food and Equine, Tourism, Retail Trade, Entrepreneurship, construction and manufacturing	Town of Erin (ToE)	Measure the reach, engagement, and outcomes of the campaign, including investor inquiries and investments secured Monitor annual growth in focus sectors
	1.1.2 Update the community profile	ToE	Measure the distribution and online reach of the community profile
1.2 Maximize and optimize employment lands	1.2.1 Develop and maintain an Employment Lands Inventory	ToE, Private Sector	Land inventory maintained and updated
	1.2.2 Launch a pilot project to develop an Employment Lands Strategy that includes an evaluation of servicing needs	ToE	Completion of pilot project
	1.2.3 Invest in tools to enhance accessibility and data visualization for potential investors – GIS mapping software	ToE	GIS platform engagement and number of inquiries
	1.2.4 Conduct a gap analysis to identify Town-owned development opportunities and explore the possibility of budgeting for the acquisition of additional industrial land to expand the supply of non-residential properties	ToE	Completion of a detailed gap analysis report, including recommendations for industrial land acquisition



1. INVESTMENT ATTRACTION

Objective	Actions	Lead/ Partners	Performance Measures
1.2 Maximize and optimize employment lands	1.2.5 Identify and explore opportunities to re-zone land for commercial and industrial use	ToE	Re-zoning approval for at least one parcel of land for commercial or industrial use within the next 24 months Number of commercial/industrial developments
1.3 Facilitate New Investment	1.3.1 Implement a Customer Relations Management (CRM) system to track investor interactions and proposals	ToE	Monitor the number of investor interactions and proposals successfully tracked through the CRM system
	1.3.2 Identify and offer grants to support new investments in focus sectors and update the Community Improvement Plan to address emerging needs	ToE	Measure the uptake of revised CIP programs and the funding provided through the CIP
	1.3.3 Introduce a Development Change Deferral policy	ToE	Number of investors using the DC deferral policy



INFRASTRUCTURE IMPROVEMENTS

Developing and enhancing infrastructure is vital for the future success and quality of life in the Town of Erin. Modern infrastructure lays the foundation for economic expansion, draws new businesses to the area, and significantly benefits residents, aligning with the Town's Economic Development vision of a community where businesses and residents thrive. Infrastructure improvements include:

- Prioritize and support the advancement of commercial projects and partnerships
- Advance Broadband Infrastructure
- Enhance and develop tourism Infrastructure

How will we achieve this?

- Foster partnerships with investors to co-fund and co-develop commercial projects that align with the Town's vision
- Collaborate with the Town's Internet Service Providers to regularly deliver updates on high-speed internet projects such as the Rogers Wellington County Fibre-to-the-Home (FTTH) project
- Engage the community in conducting a gap analysis to ensure that all broadband needs are met or that there is a plan in place that will guarantee coverage for everyone in the Town
- Support the development of new accommodations such as hotels, motels and bed-and-breakfasts
- Improve visitor amenities
- Upgrade wayfinding signage
- Encourage private investment in tourism-related projects
- Connecting existing commercial properties to water and water treatment facilities





2. INFRASTRUCTURE IMPROVEMENTS

Objective	Actions	Lead/ Partners	Performance Measures
2.1 Prioritize and support the advancement of commercial projects and partnerships	2.1.1 Foster partnerships with investors to co-fund and co-develop commercial projects that align with the Town's vision	Town of Erin (ToE)	Measure the amount of financial investment secured through partnerships with private investor
2.2 Advance broadband Infrastructure	2.2.1 Develop and execute a communication plan to keep the community informed about broadband infrastructure developments and timelines	ToE, Internet Service Providers (ISPs), Wellington County (WC)	Ensure community satisfaction by providing clear high-speed broadband project updates and timelines
	2.2.2 Conduct a Gap Analysis: Identify areas lacking adequate broadband coverage and develop a plan to address these gaps	ToE, ISPs, WC	Identify and address broadband coverage gaps
2.3 Enhance and develop tourism infrastructure	2.3.1 Tourism Information: Enhance the accessibility and reach of tourism information by adopting innovative and flexible approaches to engage visitors effectively. This could include pop-up visitor centers at major events, digital kiosks, or virtual information such as downloadable guides	ToE, Central Counties Tourism (CCT)	Track the number of visitors, their satisfaction, and spending
	2.3.2 Improve visitor amenities by increasing the availability and accessibility of public washrooms in key locations, including parks, downtown areas, and popular attractions. This may include installing new facilities, upgrading existing ones, and ensuring proper maintenance	ToE	Track the number of new or upgraded public washrooms and measure visitor satisfaction through surveys



2. INFRASTRUCTURE IMPROVEMENTS

Objective	Actions	Lead/ Partners	Performance Measures
2.3 Enhance and develop tourism infrastructure	2.3.3 Work with developers and property owners to identify opportunities and incentives for new accommodations, including hotels, motels, and bed-and-breakfasts	ToE, developers, property owners	Track and report the number of new accommodations developed or expanded annually
	2.3.4 Wayfinding Signage: Develop a Directional Wayfinding Master Plan and upgrade and enhance wayfinding signage to improve navigation for tourists	ToE (Economic Development, Parks and Recreation, Roads)	Measure the increase in tourism-related private investments
2.4 Build water and wastewater infrastructure	2.4.1 Explore opportunities to connect existing commercial properties to water and wastewater treatment infrastructure	ToE (Infrastructure department)	Infrastructure connected



BUSINESS RETENTION AND EXPANSION

Fostering the growth and sustainability of our local businesses contributes to the Town's economic resilience. Through our commitment to Business Retention and Expansion (BR+E), we are cultivating an environment where our existing businesses can flourish. Our strategic initiatives to support BR+E include:

- Identifying and addressing major obstacles in focus sectors
- Providing growth and expansion incentives to help local businesses grow and expand their operations
- Leverage collaborations with partner organizations
- Promoting local commerce and encouraging residents to shop locally, boosting the local economy

How will we achieve this?

- Conduct sector-specific BR+E studies to identify challenges and opportunities across focus sectors
- Develop comprehensive BR+E Action Plans to proactively support businesses and address identified challenges
- Provide programs that help local businesses grow, ensuring they remain integral parts of the community
- Offer ongoing incentives through the CIP to facilitate business expansion
- Partner with educational institutions to ensure a skilled workforce that meets businesses' needs
- Leverage partnerships with local organizations, such as the Erin Chamber of Commerce, Guelph-Wellington Business Centre, and Wellington County, to maximize business resource utilization
- Support and encourage "shop local" initiatives to strengthen the local economy





3. BUSINESS RETENTION AND EXPANSION

Objective	Actions	Lead/ Partners	Performance Measures
3.1 Identify and address major obstacles in key sectors	3.1.1 Conduct sector-specific interviews with businesses in key sectors such as Equine, Retail, Entrepreneurship and Manufacturing to identify challenges and growth opportunities	Town of Erin (ToE), Wellington County (WC), Business Community	Conduct interviews with businesses from two key sectors annually
	3.1.2 Develop and implement sector-specific action plans based on insights from BR+E studies to address business needs and encourage growth. Sectors of focus include agriculture, agri-food and equine, tourism, retail trade, entrepreneurship, construction and manufacturing	ToE	Develop and implement sector-specific BR+E Action Plans Track number of BR+E participants, as well as businesses assisted, and challenges resolved through the BR+E Action Plan initiatives
3.2 Provide growth and expansion incentives	3.2.1 Actively promote the CIP to ensure businesses are aware of the incentives available to support expansion or green initiatives	ToE	Track number of businesses applying for and receiving CIP incentives, and the amount of investment, expansion and job creation resulting from CIP incentives
3.3 Leverage partnerships	3.3.1 Collaborate with partner organizations such as the Erin Chamber of Commerce, Erin Agricultural Society, Wellington County, Business Centre Guelph-Wellington or Boundless Accelerator to deliver workshops, business resources and training around the focus sectors, including entrepreneurship. Work towards development of a business mentorship and training site in Erin	ToE	Track the number of collaborations established with partner organizations



3. BUSINESS RETENTION AND EXPANSION

Objective	Actions	Lead/ Partners	Performance Measures
3.4 Support and encourage shop local	3.4.1 Implement targeted campaigns and events to encourage residents to support local businesses including agri-food, equine, tourism and retail trade	ToE	Measure increase in local sales through business surveys and feedback



VIBRANT COMMUNITY

Creating a vibrant, inclusive, and engaged community is fundamental to the Town of Erin's vision of being a place where both businesses and residents thrive. A vibrant community not only enhances the quality of life for residents but also attracts new businesses and visitors. Our strategic efforts to build a vibrant community include:

- Establishing a distinctive identity
- Downtown revitalization initiatives
- Placemaking activities

How will we achieve this?

- Promote and develop arts and cultural initiatives to celebrate local talent
- Upgrade public spaces to enhance the Town's aesthetic appeal, prioritizing downtown areas for revitalization
- Foster a strong sense of community by encouraging public engagement in decision-making and community activities
- Provide consistent promotional support to increase the Town's visibility, attract visitors, and draw new businesses
- Collaborate with Wellington County and Central Counties Tourism (CCT) to amplify promotional efforts
- Promote inclusivity by ensuring all public facilities and attractions comply with AODA standards to be accessible to everyone





4. VIBRANT COMMUNITY

Objective	Actions	Lead/ Partners	Performance Measures
4.1 Identity development and promotion	4.1.1 Create and implement a unique marketing strategy for the Town that reflects its distinctive identity	Town of Erin (ToE)	Completion of a comprehensive marketing strategy
	4.1.2 Enhance online presence by regularly updating the Town's website and Discover Erin platforms with engaging content, and by utilizing Google Ads, social media campaigns and other marketing channels to boost engagement and promote attractions	ToE	Increased website traffic, social media engagement levels, compliance with AODA standards across digital spaces and reach of other promotional activities such as print
	4.1.3 Develop and implement a tourism strategy	ToE, Central Counties Tourism (CCT), Community Stakeholders	Development and implementation of a tourism strategy, with measurable increases in visitor numbers
4.2 Downtown Revitalization and Placemaking	4.2.1 Develop a downtown streetscape furnishing plan to highlight our unique heritage districts and beautiful streetscape	ToE	Develop and implement a Downtown Streetscape Furnishing plan
	4.2.2 Implement the streetscape plan by upgrading downtown areas with improved landscaping, signage, furniture, planters, hanging baskets, banners, lighting, trees, artwork and décor	ToE	Number of public spaces upgraded, with downtown revitalization milestones achieved Compliance with AODA standards across public spaces and facilities



4. VIBRANT COMMUNITY

Objective	Actions	Lead/ Partners	Performance Measures
4.2 Downtown Revitalization and Placemaking	4.2.3 Plan and execute community art projects to enhance public spaces and promote local creativity	ToE, community arts groups and local talent	Installation of 1 project annually
4.3 Expand Economic Development resources to manage demands	4.3.1 Allocate for an additional Economic Development Officer in the 2026 budget	ToE, CAO and Treasurer	Budget allocation approved



CONCLUSION

The Town of Erin stands at a pivotal point as it prepares for significant growth. As we look to the future, the new Economic Development Strategic Plan will be essential in guiding the Town through this period of change, ensuring that both the needs of our growing population and the aspirations of our business community are met. This strategy reflects our commitment to fostering a vibrant, resilient economy by attracting new investments, supporting existing businesses, and enhancing our infrastructure. Through targeted initiatives, we aim to preserve the Town's character while embracing innovation and growth. The collaborative efforts of our internal departments and engagement with stakeholders are crucial in achieving these goals. The Town of Erin is not just preparing for growth; it is actively shaping a future where businesses and residents can thrive.





This Economic Development Strategic Plan is the result of a collaborative effort, with input from a wide range of voices across our community.

We would like to thank all our partners for their participation and valuable contributions to the Town of Erin's new Economic Development Strategic Plan, including:

- The Town Council
- The Erin Economic Development Committee
- The Erin Chamber of Commerce
- The Wellington County Economic Development team
- The Workforce Planning Board of Waterloo Wellington Dufferin
- Additional participants in the focus group sessions:
 - Ann Shanahan Team - RE/MAX Real Estate Centre Inc., Brokerage
 - Elliott Tree Farm
 - Erin Auto Recyclers
 - Erin Hill Acres
 - Foodland Hillsburgh
 - Greyden Equestrian
 - Heartwood Cidery
 - Rural Commons
 - Tailwinds B&B
 - The Erin Agricultural Society
 - Tin Roof Café
 - Yetti Construction Ltd
- Community members who provided feedback on our engagement platform erinengaged.erin.ca

Thank
YOU

TOWN OF
ERIN Town of Erin
Corporate Report

Department: Corporate Services	Report Number: F2025-03
Business Unit: Finance	Meeting Date: 2/27/2025
Presented/ Prepared By: Wendy Parr, Director of Finance & Treasurer	

Subject

Temporary Borrowing By-law 2025

Recommendation

That Council hereby receives report number F2025-03 “Temporary Borrowing By-law 2025” for information;

And that By-law 25-16, to authorize borrowing, as listed on the February 27, 2025, agenda be approved;

And that Council authorizes staff to proceed with loan financing of up to \$65 million over the term of the Water Supply and Distribution project with required loan payments available from Development Charges income built up from the Town’s new residential development.

Background

Section 407 of the Municipal Act, 2001 allows municipalities to borrow up to 50% of the total estimated revenues of the municipality from January 1 to September 30 each year; 25% of the total revenues from October 1 to December 31 each year or 25% of total estimated revenues for the current year, whichever is less.

In February 2024, as in previous years, Council adopted a Temporary Borrowing By-law of \$3 million for any cash shortfall or emergencies which was effective until December 31, 2024. To mitigate any future short term cash flow shortages, staff recommend approval of the proposed 2025 Temporary Borrowing By-law. The amount requested is within the 2024 Annual Repayment Limit noted in Appendix A. The Town’s 2025 debt obligation is approximately \$335,000 (principal and interest) and is well within the limit.

Discussion

Temporary Borrowing

As shown in the 2025 Cash Flow Forecast (Appendix B), the Town may encounter cash flow pressures due to quarterly remittances to the County and School Boards and timing of capital projects. These are estimates and include the following assumptions.

1. Pre-authorized Payments for taxes and water are expected to increase as staff continue encouraging residents to accept this method of payment.
2. There are no capital projects earmarked for debt using operating funds for required loan payments.
3. The Waste Water Recovery Facility and linear works construction are ongoing with the development community providing funding.

Delivery of Water Supply and Distribution

In past years, the Temporary Borrowing By-law has related to operating cash flow issues. The proposed by-law further includes an additional provision to authorize a loan over several years for a specific Water Supply and Distribution project with loan payments derived from development charge income related to new residential development.

Water Development Charges Income

Water Development Charges income is based on the estimated number of new homes per year ranging from \$4.2 million in 2024 to a high of \$8.8 million in 2031 and gradually reducing after that time to \$6.3 million in the year 2035 (Appendix D).

The 2024 Development Charges Background Study prepared by Watson & Associates Economists Ltd. attributed 100% of the cost of this development to growth, and therefore 100% funded from the Water Development Charges (Appendix C - Development Charges Water Services).

Proposed Costs of Construction and Engineering

In 2024 Ainley Group submitted a proposal outlining issues and proposed engineering and construction costs for the new Water Supply and Distribution required for the new residential homes in Erin and Hillsburgh. The September 30, 2024, update from the initial presentation with pertinent information is attached hereto (Appendix D).

Bank Loan Proposal

The Town of Erin is proposing a loan from its bank of up to \$65 million to cover the estimated costs of engineering and construction over the term of the project as outlined in Appendix D, page 3 of the Ainley Report.

The Town has already incurred engineering fees throughout 2024, and the construction tender is set to be released on Bids and Tenders February 21, 2025 with construction to begin in the Spring of 2025.

There is a timing difference between the engineering and construction costs and the receipt of Development Charges income.

Approval from Council is the first step in a series of requirements from the bank in order to establish this loan.

Strategic Pillar

Service Excellence & Good Governance
Growth Management

Financial Impact

There will be financial impact of interest costs if a line of credit or loan is used for temporary borrowing. The bank loan will have interest costs, however along with the principal payments these will be paid by Development Charges.

Conclusion

That Council receives report F2025-03 “Temporary Borrowing By-law 2025” and approves the Temporary Borrowing By-law with a limit of \$3 million until December 31, 2025, in order to have the option to access cash for any emergencies that may arrive.

And that Council authorizes staff to proceed with loan financing of up to \$65 million over the term of the Water Supply and Distribution project.

Attachments

Appendix A – Annual Repayment Limit 2024

Appendix B – Cash Flow Forecast 2025

Appendix C – Watson Economists – DC Study 2024 Water Infrastructure

Appendix D – Ainley Report: Erin Water Supply Distribution Issues excerpt, September 2024 update

Wendy Parr

Director of Finance & Treasurer

Nina Lecic

Acting Chief Administrative Officer

2024 ANNUAL REPAYMENT LIMIT
(UNDER ONTARIO REGULATION 403 / 02)

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

FOR ILLUSTRATION PURPOSES ONLY,

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

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

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

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Erin T

MMAH CODE:

75405

		1
		\$
Debt Charges for the Current Year		
0210	Principal (SLC 74 3099 01)	1,801,037
0220	Interest (SLC 74 3099 02)	87,258
0299	Subtotal	1,888,295
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	0
9910	Total Debt Charges	1,888,295

		1
		\$
Amounts Recovered from Unconsolidated Entities		
1010	Electricity - Principal (SLC 74 3030 01)	0
1020	Electricity - Interest (SLC 74 3030 02)	0
1030	Gas - Principal (SLC 74 3040 01)	0
1040	Gas - Interest (SLC 74 3040 02)	0
1050	Telephone - Principal (SLC 74 3050 01)	0
1060	Telephone - Interest (SLC 74 3050 02)	0
1099	Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)	0
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	Total Debt Charges to be Excluded	0
9920	Net Debt Charges	1,888,295

		1
		\$
1610	Total Revenue (SLC 10 9910 01)	39,795,952
Excluded Revenue Amounts		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC10 0815 01)	1,065,284
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)	687,631
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)	53,183
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)	69,074
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01)	17,697
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01)	391,613
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)	224,885
2256	Deferred revenue earned (Community Benefits) (SLC 10 1815 01)	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01)	0
2253	Other Deferred revenue earned (SLC 10 1814 01)	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01)	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01)	26,186,790
2299	Subtotal	28,696,157
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	0
2610	Net Revenues	11,099,795
2620	25% of Net Revenues	2,774,949
9930	ESTIMATED ANNUAL REPAYMENT LIMIT	886,654
		(25% of Net Revenues less Net Debt Charges)

* SLC denotes Schedule, Line Column.

**2025 CASH FLOW FORECAST
SUMMARY**

Description	Jan 1,25 Opening Cash Balances
Investment HISA excl WW	8,055,655.00
TD Operating	9,476,671.00
TD DC	2,889,135.06
Meridian Business Account	
Cash Opening excl WW	20,421,461.06
TD WWFTP	2,280,505.15
Cash Beginning Balance include WWFTP	22,701,966.21

Description	Forecast										
	Feb Fcst	Mar Fcst	Apr Fcst	May Fcst	Jun Fcst	Jul Fcst	Aug Fcst	Sep Fcst	Oct Fcst	Nov Fcst	Dec Fcst
Cash Inflows											
Tax Collections	1,250,000	6,907,625	625,000	6,907,625	625,000	625,000	625,000	6,907,625	625,000	6,532,625	1,100,000
Water	126,180	126,180	139,513	139,513	139,513	152,846	152,846	152,846	163,513	163,513	163,513
Grants - CCBF			0	0	196,190				0		196,190
- OMPF	160,125		160,125			160,125			160,125		
- OCIF	56,146	56,146		56,146		56,146		56,146		56,145	
- Other Grants	26,461										
Other	350,578	350,578	350,578	350,578	350,578	350,578	350,578	350,578	350,578	350,578	350,578
Total Cash Inflows	- 1,969,490	7,440,529	1,275,216	7,453,862	1,311,281	1,344,695	1,128,424	7,467,195	1,299,216	7,102,861	1,810,281
Cash Outflows											
Operating Costs	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294	1,179,294
Capital - pre 2025 approved-excl WW						443,097					443,097
Capital - 2025 approved - excl WW						588,750					588,750
Remittances to County		4,678,493			4,678,493			4,678,493			4,678,493
Remittances to School Boards		1,255,270			1,255,270			1,255,270			1,255,270
Debt and Interest payments	30,434	30,434	30,434	30,434	30,434	30,434	30,434	30,434	30,434	30,434	30,434
Total Cash Outflows	- 1,209,728	7,143,490	1,209,728	1,209,728	7,143,491	2,241,575	1,209,728	7,143,491	1,209,728	1,209,728	8,175,338
Net Period Cash surplus / (deficit)	- 759,762	297,039	65,488	6,244,134	-5,832,211	-896,880	-81,304	323,704	89,488	5,893,133	-6,365,058
Projected Ending Cash Balance excl WWFTP	21,181,223	21,478,261	21,543,749	27,787,883	21,955,673	21,058,793	20,977,489	21,301,193	21,390,681	27,283,814	20,918,756
Projected Ending Cash Balance incl WWFTP	23,461,728	23,758,767	41,965,210	48,209,344	42,377,134	41,480,254	41,398,950	41,722,654	41,812,142	47,705,275	23,199,262

Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Water Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost			Growth %	Non-Growth %
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share		
2024 to Urban Buildout									95%	5%			
1	Hillsburgh Well & Well House	2024-2034	8,000,000	-		8,000,000	-		8,000,000	7,600,000	400,000	100%	
2	Hillsburgh - Municipal Backup Well & Pump House	2024-2034	8,000,000			8,000,000	-		8,000,000	7,600,000	400,000	100%	
3	Hillsburgh - Watermains from new Wells to existing water system	2024-2034	3,000,000	-		3,000,000	-		3,000,000	2,850,000	150,000	100%	
4	Hillsburgh - Elevated Water Storage Tank	2024-2034	9,380,000	-		9,380,000	395,700		8,984,300	8,535,085	449,215	96%	4%
5	Hillsburgh - Watermain from Elevated Tank to Existing Water System	2024-2034	3,000,000	-		3,000,000	-		3,000,000	2,850,000	150,000	100%	
6	Hillsburgh - Watermain on Wellington Rd 22	2024-2034	1,000,000	-		1,000,000	-		1,000,000	950,000	50,000	100%	
7	Hillsburgh - Watermain on Trafalgar Rd	2024-2034	1,750,000	-		1,750,000	875,000		875,000	831,250	43,750	50%	50%
8	Erin Municipal Well E9 & Pump House	2024-2034	9,000,000	-		9,000,000	-		9,000,000	8,550,000	450,000	100%	
9	Erin Municipal Backup Well & Pump House	2024-2034	9,000,000	-		9,000,000	-		9,000,000	8,550,000	450,000	100%	
10	Erin - Watermain from Well E9 to Existing Water System	2024-2034	2,650,000	-		2,650,000	-		2,650,000	2,517,500	132,500	100%	
11	Erin - Watermain from New Elevated Tank to Existing Water System (Shamrock Rd & Sideroad 17)	2024-2034	1,200,000	-		1,200,000	-		1,200,000	1,140,000	60,000	100%	
12	Erin - Watermain on Dundas St East	2024-2034	1,370,000	-		1,370,000	-		1,370,000	1,301,500	68,500	100%	
13	Erin - Elevated Water Storage Tank	2024-2034	10,630,000	-		10,630,000	-		10,630,000	10,098,500	531,500	100%	
14	Erin-Hillsburgh Booster Station	2024-2034	5,500,000	-		5,500,000	-		5,500,000	5,225,000	275,000	100%	
15	Erin - Eighth Line Booster Station	2024-2034	5,500,000	-		5,500,000	-		5,500,000	5,225,000	275,000	100%	
16	Watermain on Elora Cataract Trail connecting Hillsburgh and Erin Water Systems	2024-2034	3,500,000	-		3,500,000	-		3,500,000	3,325,000	175,000	100%	
17	Erin - Smart Zone Boundaries PRV's	2024-2034	400,000	-		400,000	-		400,000	380,000	20,000	100%	
18	Reserve Adjustment	Reserves	1,874,070			1,874,070	-		1,874,070	1,780,366	93,703	100%	
	Total		84,754,070	-	-	84,754,070	1,270,700	-	83,483,370	79,309,201	4,174,168		

1. Water Supply and Distribution Issues
 - a) New Well E9 Pump house and Transmission Main
 - b) Well Drilling and Exploration Program
 - c) Erin/Hillsburgh Water Booster Station
 - d) Hillsburgh Water Storage Reservoir

Water Supply/Demand Needed to Meet New Development

		Year												Total
		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
Erin	Estimated New Homes per Year (Assumes Single Detached Equivalent)		250	350	300	300	300	300	300	300	200	175	150	2,925
	Water Max Day Demand (MDD) L/s	22.8	27.5	34.0	39.7	45.3	51.0	56.6	62.2	67.9	71.6	74.9	77.7	
	Residual Water Capacity without E9 Well (with Existing E7 & E8 Wells)	25.0	20.3	13.7	8.1									
	Residual MDD Capacity (L/s) (with Existing E7, E8 & New E9 Wells)				40.1	34.5	28.8	23.2	17.5	11.9	8.2	4.9	2.0	
Hillsburgh	Estimated New Homes per Year (Assumes Single Detached Equivalent)				200	200	200	200	200	225	225	225	225	1,900
	Water Max Day Demand (MDD) L/s	5.7	5.7	5.7	9.9	14.6	17.4	21.6	23.0	27.2	31.4	35.7	39.9	
	Residual Water Capacity without New Well (with Existing H2 & H3 Wells)	13.2	13.2	13.2	9.0	4.3								
	Residual MDD Capacity (with Existing H2, H3 & New Well)					25.3	22.6	18.3	17.0	12.7	8.5	4.3	0.1	

Notes:

1. The number of New Homes each Year is an “Estimate” only.
2. Estimated Number of New Homes includes Intensification within existing Built-Up-Areas and un-connected existing properties being connected in future.
3. Assumes that a new a Well in Hillsburgh with at least 22 L/s capacity will be found.

Summary of Proposed Costs

The following table provided a summary of capital costs and engineering costs to deliver the proposed Water projects.

Program Component	Estimated Constructed Costs (Class – D)	Estimated Engineering Fees
Overall Project Management	-	\$250,000
Class EA Components	-	\$200,000
E9 Wellhouse and Transmission Main	\$9,800,000	\$1,078,000
Erin/ Hillsburgh Booster Pumping Station	\$6,000,000	\$660,000
Hillsburgh Water Storage Reservoir, including Booster Station & Transmission Main	\$11,000,000	\$1,100,000
Well Exploration and Drilling Program (includes Well Drilling Contractors)	\$4,400,000	\$635,000
New Well in Erin (See Note 1)	\$9,000,000	\$990,000
Two New Wells in Hillsburgh (See Note 1)	\$18,000,000	\$1,980,000
TOTAL (Excluding HST):	\$58,200,000	\$6,900,000
	\$65,100,000	

Note: All costs in 2024 dollars.

Phasing of Proposed Water Infrastructure

Summary of costs associated with the Phasing of the proposed Water projects over the next 5 years.

Program Component		2024	2025	2026	2027	2028	Total
Overall Project Management	Engineering	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Class EA Components	Engineering	\$75,000	\$125,000				\$200,000
E9 Wellhouse and Transmission Main	Engineering	\$300,000	\$450,000	\$328,000			\$1,078,000
	Construction		\$6,000,000	\$3,800,000			\$9,800,000
Erin/ Hillsburgh Booster Pumping Station	Engineering	\$125,000	\$250,000	\$285,000			\$660,000
	Construction			\$3,000,000	\$3,000,000		\$6,000,000
Hillsburgh Water Storage Reservoir, including Booster Station & Transmission Main	Engineering	\$75,000	\$100,000	\$500,000	\$425,000		\$1,100,000
	Construction			\$5,500,000	\$5,500,000		\$11,000,000
Well Exploration and Drilling Program (includes Well Drilling Contractors)	Engineering	\$150,000	\$375,000	\$110,000			\$635,000
	Construction		\$4,400,000				\$4,400,000
New Well in Erin	Engineering		\$100,000	\$250,000	\$640,000		\$990,000
	Construction			\$4,500,000	\$4,500,000		\$9,000,000
Two New Wells in Hillsburgh	Engineering			\$100,000	\$500,000	\$1,380,000	\$1,980,000
	Construction				\$9,000,000	\$9,000,000	\$18,000,000
		\$775,000	\$11,850,000	\$18,423,000	\$23,615,000	\$10,430,000	\$65,100,000

Notes: All costs in 2024 dollars and have not been adjusted for future construction costs increases.

Anticipated Water Development Charges

Summary of the Anticipated Water Development Charge over the next 10 years.

			2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
Estimated New Homes per Year (Assumes Single Detached Equivalent)			250	350	500	500	500	500	500	525	425	400	375	4,825
Anticipated Water Development Charges (See Note 1)	Single/Semi	\$19,244	\$4,210,375	\$5,894,525	\$8,420,750	\$8,420,750	\$8,420,750	\$8,420,750	\$8,420,750	\$8,841,788	\$7,157,638	\$6,736,600	\$6,315,563	\$81,260,238
	Multiples	\$14,439												

Notes:

1. The number of New Homes each Year is an “Estimate” only.
2. All costs in 2024 dollars and have not been adjusted for future annual DC increases.
3. Assumes 50% of new SDE’s each year are Singles and Semi’s and 50% are Multiples.

TOWN OF  OF
ERIN Town of Erin
Corporate Report

Department: Planning & Development	Report Number: PD2025-04
Business Unit: Planning & Development	Meeting Date: 2/27/2025
Presented/ Prepared By: David Waters, Manager of Planning & Development	

Subject

Recommendation Report, Part Lot Control Application (PLC25-01), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)

Recommendation

That report number PD2025-04 “Recommendation Report, Part Lot Control Application (PLC25-01), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)” be received for information;

And that By-law 25-17 as listed on the February 27, 2025, agenda be approved.

Highlights

National Properties Inc. has applied to the Town of Erin to request a by-law be passed by Council to provide exemption from Part Lot Control for several Blocks and Lots within the registered Phase 2 of the Erin Glen subdivision in order to create sixty-one (61) semi-detached and townhouse freehold units.

The proposed Part Lot Control Exemption By-Law is subject to final review and final approval by the County of Wellington’s Director of Planning and Development.

Background

The area subject to this application is Phase 2 of Registered Plan 61M-261 and consists of 18.318 hectares (45.2 acres) legally described as Pt Lots 16 and 17 Concession 10 in the geographic Town of Erin. The Erin Glen development is planned as a mixed-use community with residential, commercial, employment and institutional uses. The Phase 2 M-Plan of the Erin Glen subdivision is attached hereto as Appendix A.

Discussion

Exemption to Part Lot Control is typically used to divide lots where dwellings share a common wall (i.e., semi-detached and townhouse units) and also allows for the creation of lots within existing plans of subdivision without Committee of Adjustment or Plan of Subdivision approval.

The Planning Act, 1990 (the “Act”) sets out a framework to control land division in Ontario. It does this, in part, by prescribing restrictions that prevent the conveyance of any portion, or “part” of a whole lot or block within a registered plan of subdivision. This is known as “Part Lot Control”, which has the effect of preventing any further division of land or lots/blocks within a plan of subdivision without approval of the municipality.

Subsection 50(7) of the Act gives Council the authority to pass a by-law to exempt lands from the Part Lot Control restrictions of the Act (i.e. a “Part Lot Control Exemption By-law”). A Part Lot Control Exemption By-law has the effect of removing, or “lifting” Part Lot Control from any lot/block within a registered plan of subdivision for a specified period of time, to allow further division of part(s) of any such lot/block without requiring approval from a Committee of Adjustment, or the submission of a plan of subdivision application.

The application for Part Lot Control Exemption is the final step in the planning approval process to legally create freehold lots so they can be conveyed to future homeowners. It is appropriate to approve land division for this development at this time, since the proposed unit boundaries relate to the dividing walls of the buildings, which are best delineated and confirmed through the construction process. A Certificate prepared by an Ontario Land Surveyor (OLS) was submitted to confirm that the lot fabric and constructed dwelling unit foundations comply with the Zoning By-law.

Exemption by-laws are generally for a 1 or 2-year time period. Planning staff are recommending Council pass the by-law for a 2-year time period to give sufficient time for the Applicant/Builder to construct single-detached and townhouse dwelling units on a number of Blocks and Lots and convey the lots to the new owners. If the Applicant does not complete all the conveyances in that time frame, they can apply for an extension to the time period in accordance with Section 50 (7.3) of the Act.

The proposed lots meet the requirements for lot frontage and area of the Town’s Zoning By-law. In addition, the draft legal plans prepared by R-PE Surveying Ltd. were reviewed by the Town’s consulting engineer to determine consistency with the Engineering Drawings for Phase 2 of the Erin Glen Subdivision. The Town’s consulting engineer finds that the lot and block dimensions are consistent with Plan 61M-261 describing lots and blocks in the Solmar Subdivision Phase 2, and with Plan 61R-22858 describing the municipal easements in Phase 2.

The six R-Plans illustrating the semi-detached and townhouse lot fabric resulting from the passing of this By-law are attached hereto as Appendices B to G, inclusive and have been deposited with the Land Registry Office.

Planning Staff are recommending that Council pass a by-law to exempt Part Lot Control on the following Lots and Blocks for a 2-year time period: Lots 77, 78, 84 to 87, inclusive, Lots 108 to 111, inclusive, Lots 117, 118, Blocks 108 to 111, inclusive and Blocks 208 to 213, inclusive on Plan 61M-261. PLC25-01 represents the initial Part Lot

Control application for Phase 2 of the Erin Glen subdivision. A second Part Lot Control application for Phase 2 has been submitted and is under review by the Town.

Following Council passing the Part Lot Control Exemption By-Law, the Town will submit a package to the County of Wellington for review and final approval by the Director of Planning and Development.

Strategic Pillar

Growth Management

Financial Impact

The planning application fee and deposit associated with a Part Lot Control Exemption are collected at the time of filing the application and included within the operating revenues of the Planning & Development Division of Community Services.

Conclusion

National Properties Inc. applied to the Town of Erin to request a by-law be passed by Council to provide exemption from Part Lot Control for a number of Blocks and Lots within the registered Phase 2 Erin Glen plan of subdivision to create sixty-one (61) semi-detached and freehold townhouse units within registered plan 61M-261.

The lots and blocks within the R-Plans including easements were reviewed to determine consistency with the approved Engineering drawings for Solmar's Phase 2 Erin Glen plan of subdivision and were found to be acceptable from a development engineering viewpoint.

Attachments

Appendix A – Plan 61M - 261
 Appendix B – Plan 61R - 22891
 Appendix C – Plan 61R - 22892
 Appendix D – Plan 61R - 22893
 Appendix E – Plan 61R - 22894
 Appendix F – Plan 61R - 22895
 Appendix G – Plan 61R - 22896

David Waters, MCIP, RPP, PLE

Manager of Planning & Development

Nina Lecic

Acting Chief Administrative Officer

Appendix A - Plan 61M-261

PLAN OF SUBDIVISION OF PART OF LOTS 16 AND 17 CONCESSION 10 (GEOGRAPHIC TOWNSHIP OF ERIN) TOWN OF ERIN COUNTY OF WELLINGTON

SCALE 1:1000
R-PE SURVEYING LTD., O.L.S.
METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

- NOTES**
- DENOTES MONUMENT SET
 - DENOTES SHORT STANDING IRON BAR
 - DENOTES STAINLESS STEEL IRON BAR
 - DENOTES IRON BAR
 - DENOTES PLASTIC BAR
 - DENOTES PROPERTY IDENTIFIER NUMBER
 - P1 DENOTES PLAN 61M-1028
 - P2 DENOTES PLAN 61M-228
 - P3 DENOTES PLAN 61M-1197
 - P4 DENOTES PLAN 61M-2274
 - (102) DENOTES W. H. CAMP, O.L.S.
 - (1029) DENOTES CHAMBERLAIN SURVEYING INC., O.L.S.
 - (103) DENOTES VAN HARTEN SURVEYING INC., O.L.S.
 - (1037) DENOTES OBERG SURVEYING INC., O.L.S.
 - ST DENOTES SUBJECT TO AN EASEMENT FOR GROSS AS SET OUT IN REG. NO.
 - SE DENOTES SUBJECT TO AN EASEMENT FOR ENTRY AS SET OUT IN REG. NO.
- ALL SET MONUMENTS ARE PLASTIC BARS UNLESS NOTED OTHERWISE
ALL FOUND MONUMENTS ARE BY R-PE SURVEYING LTD., O.L.S. UNLESS NOTED OTHERWISE

INTEGRATION NOTE

BEARINGS AND UTM GRID COORDINATES DERIVED FROM OBSERVED REFERENCE POINTS (Q) AND (R) USING CANMET REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 18, NAD83 (CSRS CONVE 2010.0).

COORDINATES ARE UTM ZONE 18, NAD83 (CSRS CONVE 2010.0), TO URBAN ACCURACY PER SPEC. 14 (3) OF O.C.P.C. 216/01, AND CANNOT BE RELIABLY USED TO RECONSTRUCT CORNER OR BOUNDARIES SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
QHP (Q)	4840217.95	574907.25
QHP (R)	4840814.19	575239.17
2020210027	4800917.47	572296.24

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE CORRECTED SCALE FACTOR OF 0.99992.

ROTATION NOTE

FOR BEARING COMPARISONS, A ROTATION OF 0.00007° COUNTER CLOCKWISE WAS APPLIED TO PLS TO CORRECT TO GRID BEARINGS.

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TILES ACT AND THE REGULATIONS MADE UNDER THEM.
 - THE SURVEY WAS COMPLETED ON THE 24th DAY OF SEPTEMBER, 2024.
- DATE: SEPTEMBER 24th, 2024

Alida Kuzmenyung
A. D. KUZMENYUNG
CHARTERED LAND SURVEYOR
THIS PLAN OF SURVEY RELATES TO A L.S. PLAN SUBDIVISION FROM NUMBER 10-83805

OWNER'S CERTIFICATE

- THIS IS TO CERTIFY THAT:
- LOTS 1 TO 185, BOTH INCLUSIVE, BLOCKS 186 TO 222, BOTH INCLUSIVE, STREET FRONTING HAMILTON BLOCK 223 TO 228, INCLUSIVE, HAMILTON BLOCK 224, VINCENZI HAMILTON MILLER WAY, MACDOUGALL ROAD (BOTH PORTIONS), MURPHY STREET, MACDOUGALL STREET, GEAR AVENUE, SANDERS ROAD (THREE PORTIONS), MCGILL AVENUE, (PORTIONS) AND WRIGHT ROAD HAVE BEEN LAID OUT IN ACCORDANCE WITH OUR INSTRUCTIONS.
 - THE STREETS AND STREET WIDTHS, NAMELY BLOCK 223, ARE HEREBY DEDICATED AS PUBLIC HIGHWAYS TO THE CORPORATION OF THE TOWN OF ERIN.

NATIONAL PROPERTIES INC.

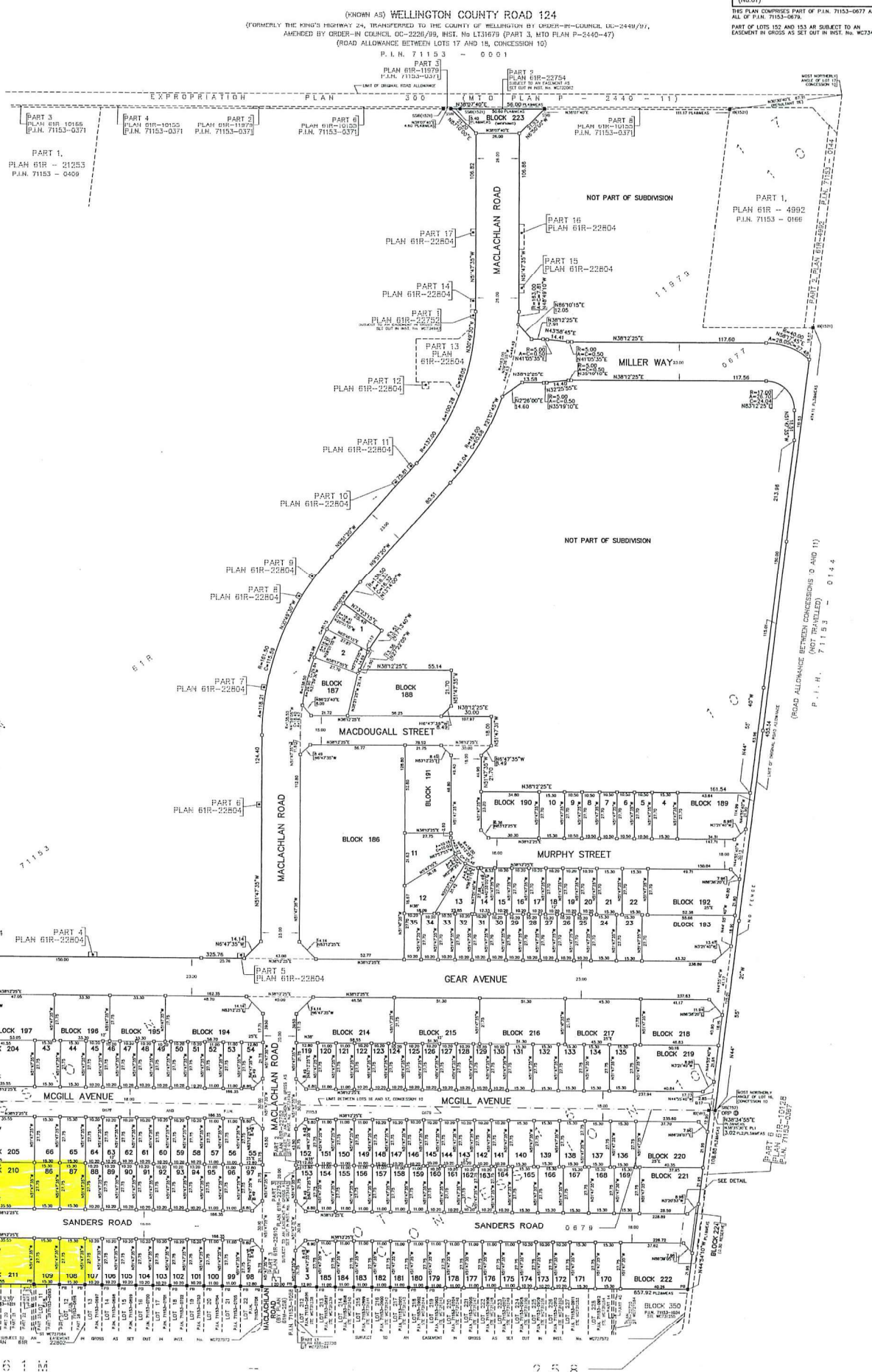
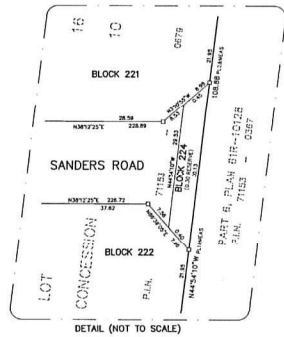
DATED THE 8th DAY OF OCTOBER, 2024.

Terah Magdota
TERAH MAGDOTA
AUTHORIZED SIGNING OFFICER
I HAVE THE AUTHORITY TO BIND THE CORPORATION

MUNICIPAL APPROVAL

23T-12001
APPROVED UNDER SECTION 51 (58) OF THE PLANNING ACT, R.S.O. 1990
OF 13 AS AMENDED BY THE CORPORATION OF THE COUNTY OF WELLINGTON
THIS 16th DAY OF OCTOBER, 2024

Alido S. Sales
ALIDO S. SALES M.Sc., B.E.S., M.C.P., R.P.P.
DIRECTOR OF PLANNING AND DEVELOPMENT



23T-12001 PLAN 61M-261

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TILES DIVISION OF WELLINGTON (No.61) AT 10:06 O'CLOCK ON THE 31st DAY OF SEPTEMBER, 2024 AND ENTERED IN PARCEL REGISTRY(S) FOR PROPERTY IDENTIFIER(S) 71153-0078 AND 71153-0079 AND THE REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT No. **W2734943**

Alida Birney
ALIDA BIRNEY
REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TILES DIVISION OF WELLINGTON (No.61)

THIS PLAN COMPLETES PART OF PLAN 71153-0077 AND ALL OF PLAN 71153-0079.
PART OF LOTS 152 AND 153 ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN REG. NO. W2734943

(ROAD ALLOWANCE BETWEEN CONCESSIONS 10 AND 11) (NOT TRACKED)
P.L.N. 71153 - 0144

R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Christie Road, Suite 7
Woodbridge, Ontario L4L 5A3
Tel: (416) 335-5000 Fax: (416) 335-5001
Tel: (905) 284-0881 Fax: (905) 284-2099
Website: www.r-pe.ca
DRAWN: AK/C.D.S./S.L./T.C. CHECKED: A.K.
JOB No. 21-383 CAD FILE No. 21383.dwg

TOTAL AREA OF SUBDIVISION = 18.318 Ha.

PLAN OF SURVEY OF LOTS 108, 109 AND BLOCK 211 PLAN 61M-261 TOWN OF ERIN COUNTY OF WELLINGTON



R-PE SURVEYING LTD., O.L.S.

THE INTENDED PLOT SIZE OF THIS PLAN IS 711 mm IN WIDTH BY 353 mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT SET
- IB DENOTES IRON BAR
- PB DENOTES PLASTIC BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- P.I.N. DENOTES PROPERTY IDENTIFIER NUMBER
- D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
- P DENOTES PORCH
- ⊕ DENOTES CENTRELINE OF WALL
- (WIT) DENOTES WITNESS
- f DENOTES FACE OF WALL
- ORP DENOTES OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS BY R-PE SURVEYING LTD., O.L.S.
ALL SET MONUMENTS ARE IRON BARS UNLESS NOTED OTHERWISE.
ALL TIES TO CONCRETE FOUNDATION.

INTEGRATION NOTE

BEARINGS ARE GRID, UTM, NAD83 (CSRS:CBNV6:2010.0), DERIVED FROM OBSERVED REFERENCE POINTS (A) AND (B) USING CANNET REAL TIME NETWORK (RTN) No. 20120110037 (NORTHING: 4860917.470, EASTING: 571296.238).

COORDINATES ARE UTM ZONE 17, NAD83 (CSRS:CBNV6:2010.0), TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
ORP (A)	4848415.77	575027.80
ORP (B)	4848467.76	575068.72

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

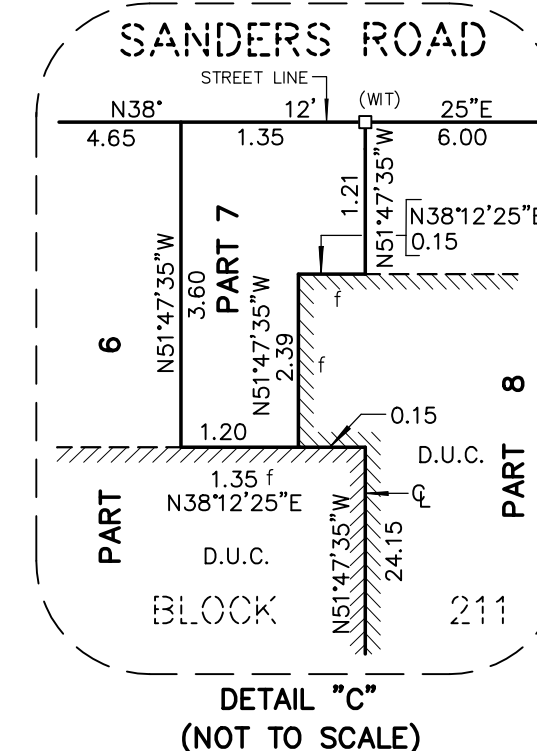
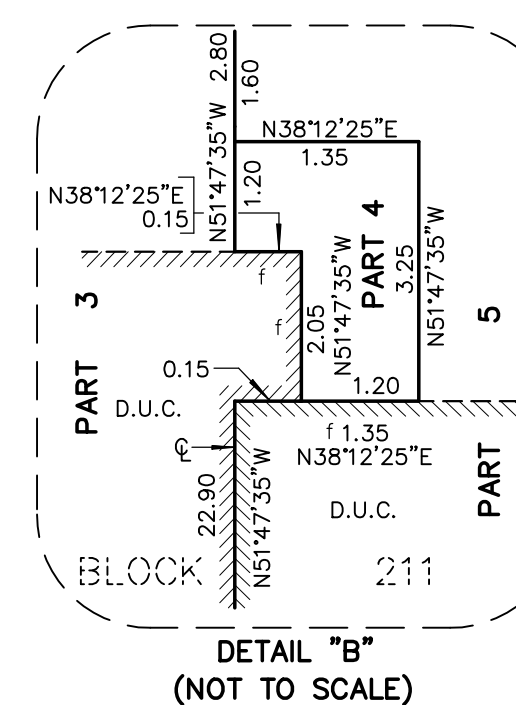
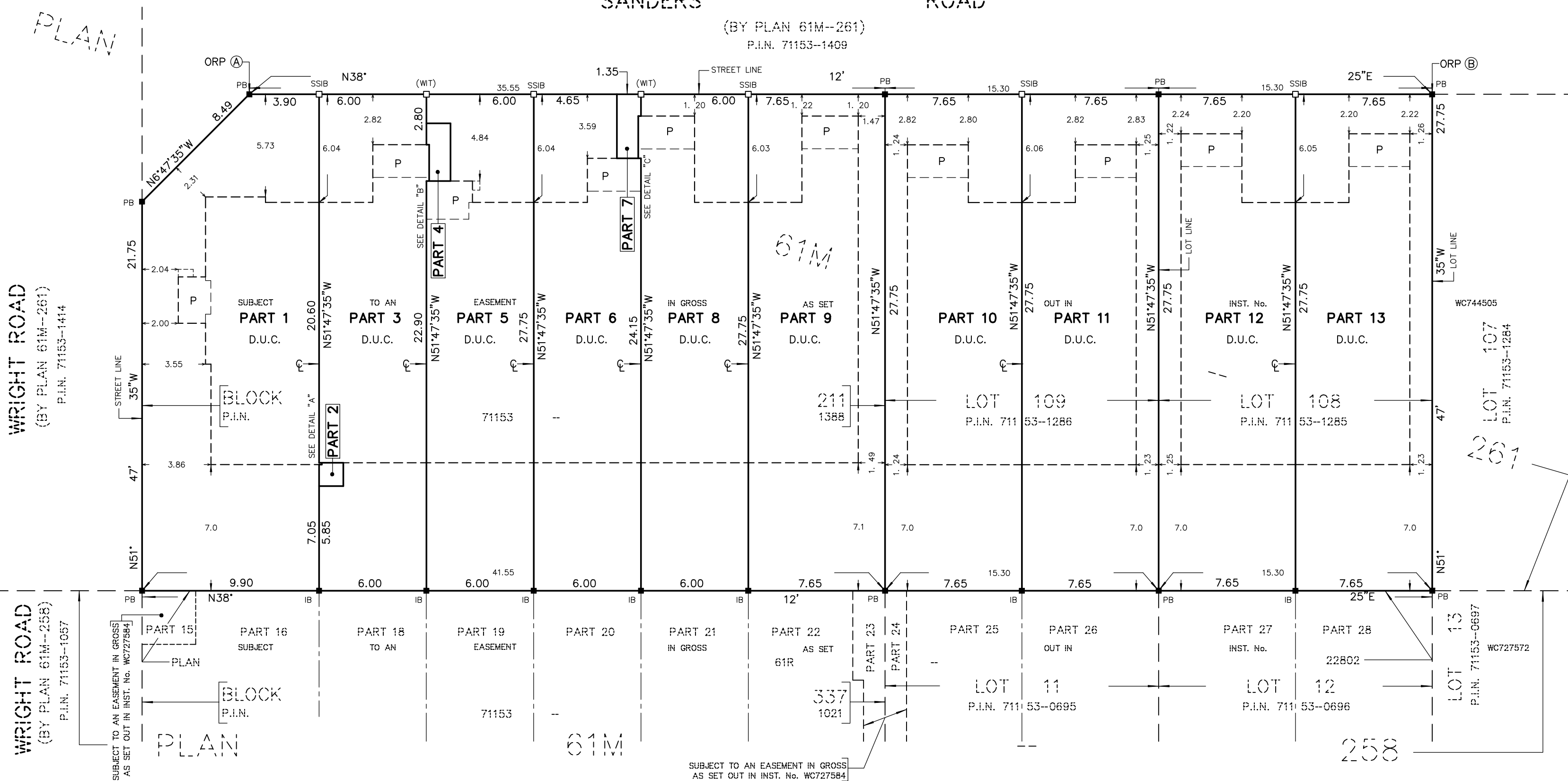
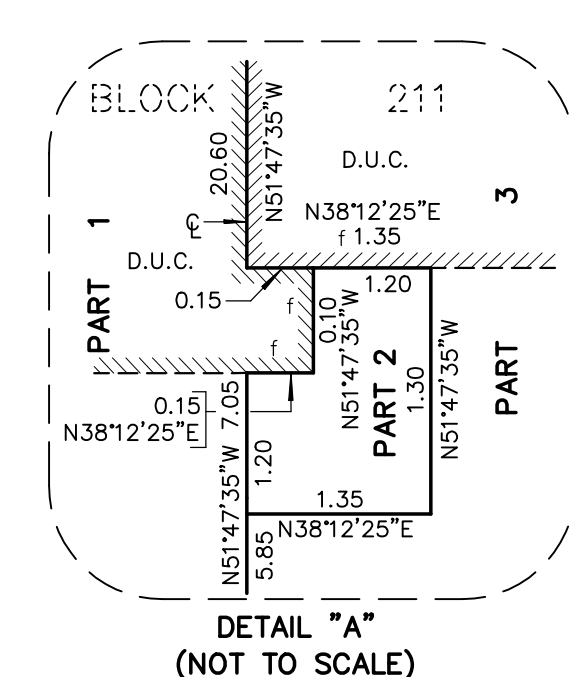
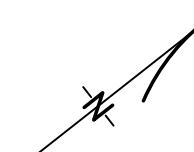
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

2. THE SURVEY WAS COMPLETED ON THE 26th DAY OF JULY, 2024

DATE DECEMBER 9, 2024

I. A. ABRAHAM
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS
PLAN SUBMISSION FORM NUMBER V-91545.



PLAN 61R-22891

Received and deposited

December 20th, 2024

Elizabeth Borrow

Representative for the
Land Registrar for the
Land Titles Division of
Wellington (No.61)

SCHEDULE

PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
1 TO 9, INCLUSIVE	BLOCK 211	61M-261	71153-1388
10 & 11	LOT 109		71153-1286
12 & 13	LOT 108		71153-1285

PARTS 1 TO 13, INCLUSIVE ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744505

R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Chrislea Road, Suite 7
Woodbridge, Ontario L4L 8A3
Tel.(416)635-5000 Fax (416)635-5001
Tel.(905)264-0881 Fax (905)264-2099
Website: www.r-pe.ca
DRAWN: V.K. CHECKED: I.A.A./T.S.
JOB No. 24-110 CAD FILE No. 24-110R01

PLAN OF SURVEY OF LOTS 110, 111 AND BLOCK 212 PLAN 61M-261 TOWN OF ERIN COUNTY OF WELLINGTON



R-PE SURVEYING LTD., O.L.S.
THE INTENDED PLOT SIZE OF THIS PLAN IS 711 mm IN WIDTH BY
353 mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN
METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT SET
- IB DENOTES IRON BAR
- PB DENOTES PLASTIC BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- P.I.N. DENOTES PROPERTY IDENTIFIER NUMBER
- D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
- P DENOTES PORCH
- Ⓢ DENOTES CENTRELINE OF WALL
- (WIT) DENOTES WITNESS
- f DENOTES FACE OF WALL
- ORP DENOTES OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS BY R-PE SURVEYING LTD., O.L.S.
ALL SET MONUMENTS ARE IRON BARS UNLESS NOTED OTHERWISE.
ALL TIES TO CONCRETE FOUNDATION.

INTEGRATION NOTE

BEARINGS ARE GRID, UTM, NAD83 (CSRS:CBNV6:2010.0), DERIVED FROM
OBSERVED REFERENCE POINTS (A) AND (B) USING CANNET REAL TIME
NETWORK (RTN) No. 20120110037 (NORTHING: 4860917.470, EASTING:
571296.238).

COORDINATES ARE UTM ZONE 17, NAD83 (CSRS:CBNV6:2010.0), TO
URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT,
IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES
SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
ORP (A)	4848340.77	574968.77
ORP (B)	4848392.20	575009.25

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612.

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE
SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND
THE REGULATIONS MADE UNDER THEM.
 - THE SURVEY WAS COMPLETED ON THE 8th DAY OF AUGUST, 2024

DATE DECEMBER 9, 2024


I. A. ABRAHAM
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS
PLAN SUBMISSION FORM NUMBER V-91546.

PLAN 61R-22892

Received and deposited

December 20th, 2024

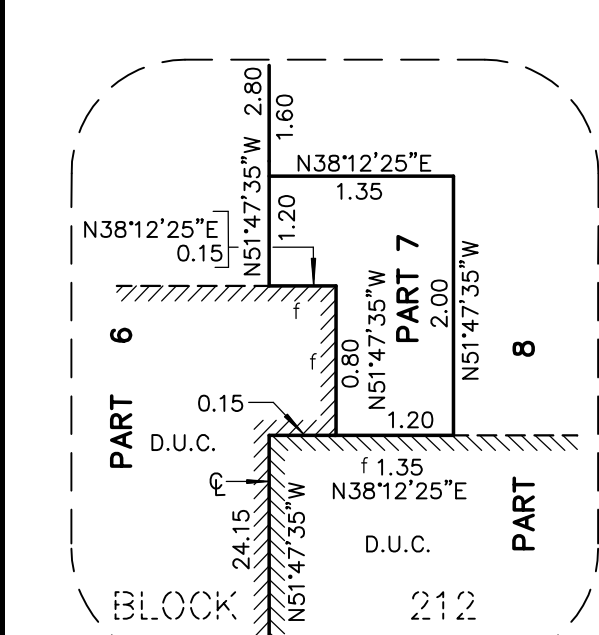
Elizabeth Borrow

Representative for the
Land Registrar for the
Land Titles Division of
Wellington (No.61)

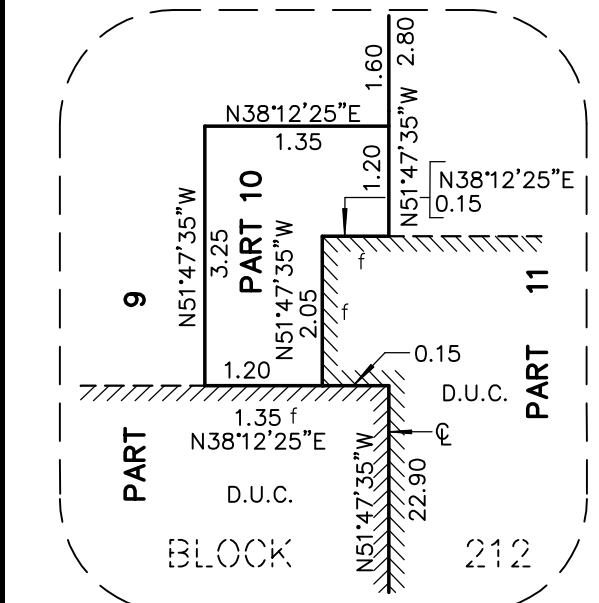
SCHEDULE

PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
1 & 2	LOT 111	61M-261	71153-1288
3 & 4	LOT 110		71153-1287
5 TO 13, INCLUSIVE	BLOCK 212		71153-1389

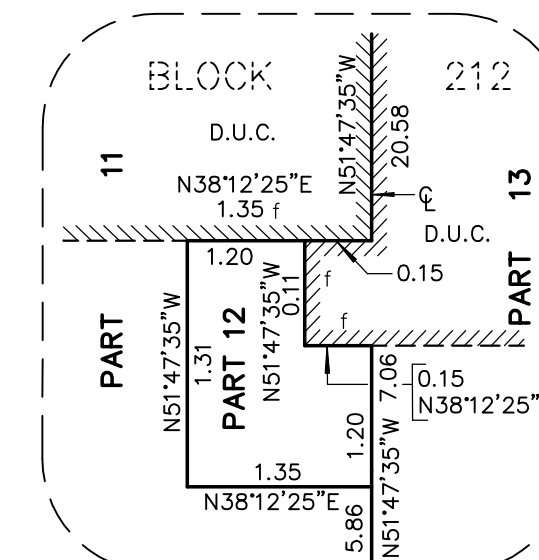
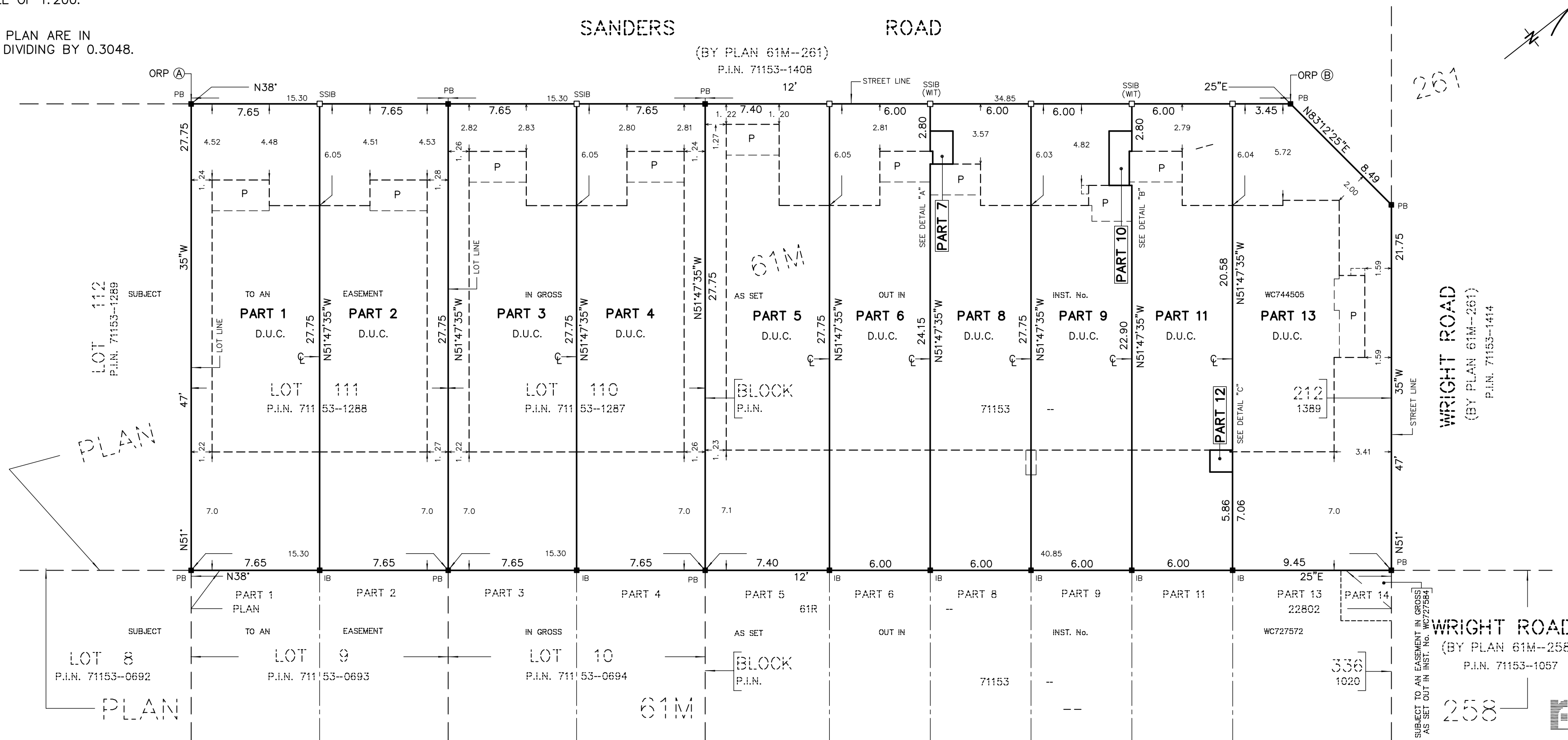
PARTS 1 TO 13, INCLUSIVE ARE SUBJECT TO AN
EASEMENT IN GROSS AS SET OUT IN
INST. No. WC744505



DETAIL "A"
(NOT TO SCALE)



DETAIL "B"
(NOT TO SCALE)



DETAIL "C"
(NOT TO SCALE)



R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Chrislea Road, Suite 7
Woodbridge, Ontario L4L 8A3
Tel.(416)635-5000 Fax (416)635-5001
Tel.(905)264-0881 Fax (905)264-2099
Website: www.r-pe.ca
DRAWN: V.K. CHECKED: I.A.A./T.S.
JOB No. 24-110 CAD FILE No. 24-110R02

PLAN OF SURVEY OF LOTS 117, 118 AND BLOCK 213 PLAN 61M-261 TOWN OF ERIN COUNTY OF WELLINGTON



R-PE SURVEYING LTD., O.L.S.
THE INTENDED PLOT SIZE OF THIS PLAN IS 711 mm IN WIDTH BY 353 mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT SET
- PB DENOTES PLASTIC BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- P.I.N. DENOTES PROPERTY IDENTIFIER NUMBER
- D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
- P DENOTES PORCH
- ⊕ DENOTES CENTRELINE OF WALL
- (WIT) DENOTES WITNESS
- f DENOTES FACE OF WALL
- ORP DENOTES OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS BY R-PE SURVEYING LTD., O.L.S.
ALL SET MONUMENTS ARE IRON BARS UNLESS NOTED OTHERWISE.
ALL TIES TO CONCRETE FOUNDATION.

INTEGRATION NOTE

BEARINGS ARE GRID, UTM, NAD83 (CSRS:CBNV6:2010.0), DERIVED FROM OBSERVED REFERENCE POINTS (A) AND (B) USING CANNET REAL TIME NETWORK (RTN) No. 20120110037 (NORTHING: 4860917.470, EASTING: 571296.238).

COORDINATES ARE UTM ZONE 17, NAD83 (CSRS:CBNV6:2010.0), TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
ORP (A)	4848242.25	574891.22
ORP (B)	4848298.10	574935.18

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 8th DAY OF AUGUST, 2024

DATE DECEMBER 9, 2024

I. A. ABRAHAM
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS
PLAN SUBMISSION FORM NUMBER V-91547.

PLAN 61R-22893

Received and deposited

December 20th, 2024

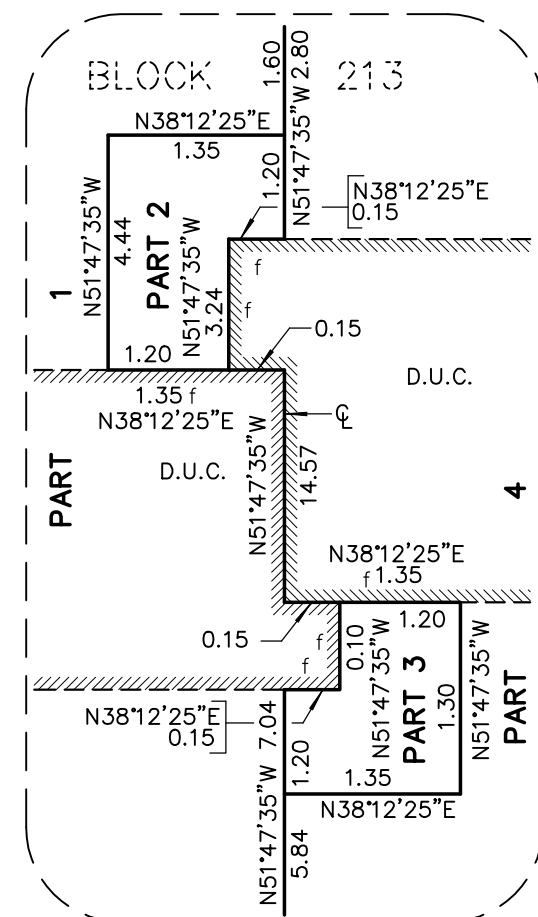
Sarah Bulanda

Representative for the
Land Registrar for the
Land Titles Division of
Wellington (No.61)

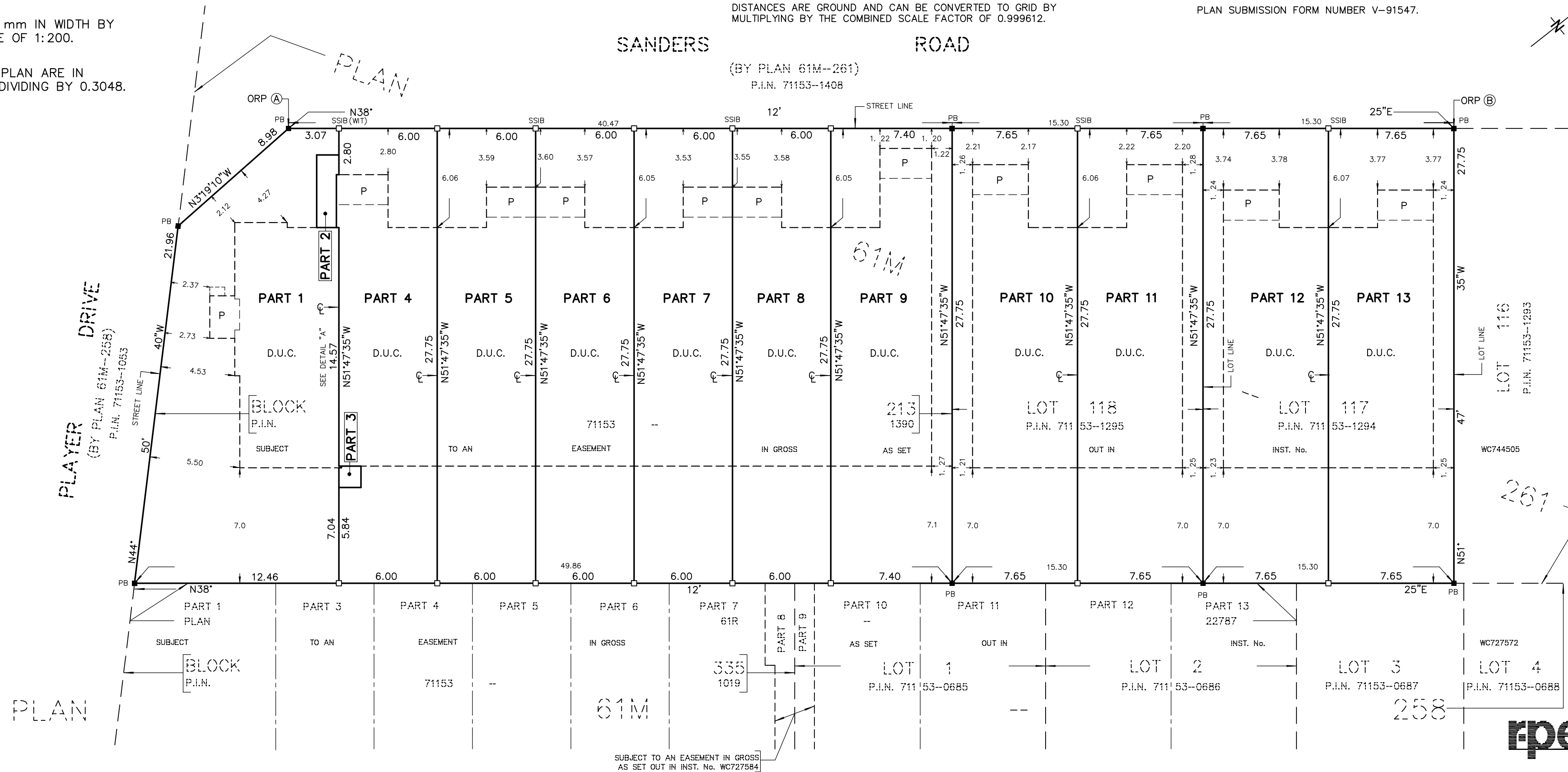
SCHEDULE

PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
1 TO 9, INCLUSIVE	BLOCK 213	61M-261	71153-1390
10 & 11	LOT 118		71153-1295
12 & 13	LOT 117		71153-1294

PARTS 1 TO 13, INCLUSIVE ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744505



DETAIL "A"
(NOT TO SCALE)



SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC727584



R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Chrislea Road, Suite 7
Woodbridge, Ontario L4L 8A3
Tel.(416)635-5000 Fax (416)635-5001
Tel.(905)264-0881 Fax (905)264-2099
Website: www.r-pe.ca
DRAWN: V.K. CHECKED: I.A.A./T.S.
JOB No. 24-110 CAD FILE No. 24-110R03

PLAN OF SURVEY OF LOTS 77, 78 AND BLOCK 208 PLAN 61M-261 TOWN OF ERIN COUNTY OF WELLINGTON



R-PE SURVEYING LTD., O.L.S.
THE INTENDED PLOT SIZE OF THIS PLAN IS 711 mm IN WIDTH BY 353 mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT SET
- PB DENOTES PLASTIC BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- P.I.N. DENOTES PROPERTY IDENTIFIER NUMBER
- D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
- PL1 DENOTES PLAN 61R-22858
- P DENOTES PORCH
- ⊕ DENOTES CENTRELINE OF WALL
- (WIT) DENOTES WITNESS
- f DENOTES FACE OF WALL
- ORP DENOTES OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS BY R-PE SURVEYING LTD., O.L.S.
ALL SET MONUMENTS ARE IRON BARS UNLESS NOTED OTHERWISE.
ALL TIES TO CONCRETE FOUNDATION.

INTEGRATION NOTE

BEARINGS ARE GRID, UTM, NAD83 (CSRS:CBNV6:2010.0), DERIVED FROM OBSERVED REFERENCE POINTS (A) AND (B) USING CANNET REAL TIME NETWORK (RTN) No. 20120110037 (NORTHING: 4860917.470, EASTING: 571296.238).

COORDINATES ARE UTM ZONE 17, NAD83 (CSRS:CBNV6:2010.0), TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
ORP (A)	4848255.11	574878.44
ORP (B)	4848296.66	574911.14

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612.

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 - THE SURVEY WAS COMPLETED ON THE 12th DAY OF SEPTEMBER, 2024

DATE DECEMBER 9, 2024

I. A. Abraham
I. A. ABRAHAM
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS
PLAN SUBMISSION FORM NUMBER V-91548.

PLAN 61R-22894

Received and deposited

December 20th, 2024

Sarah Bulanda

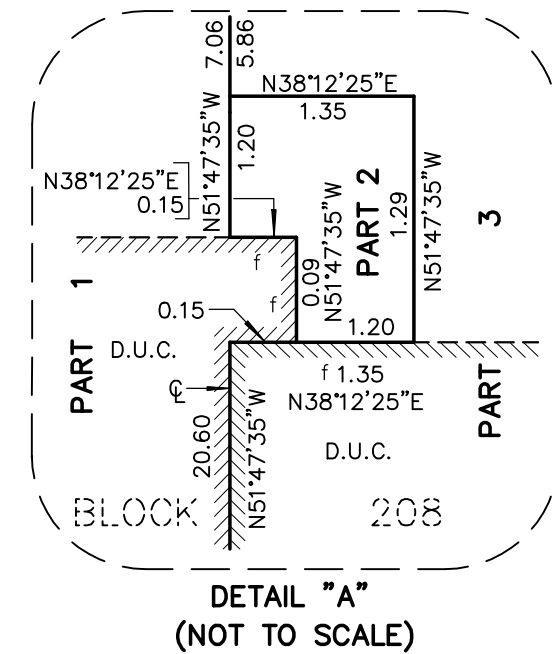
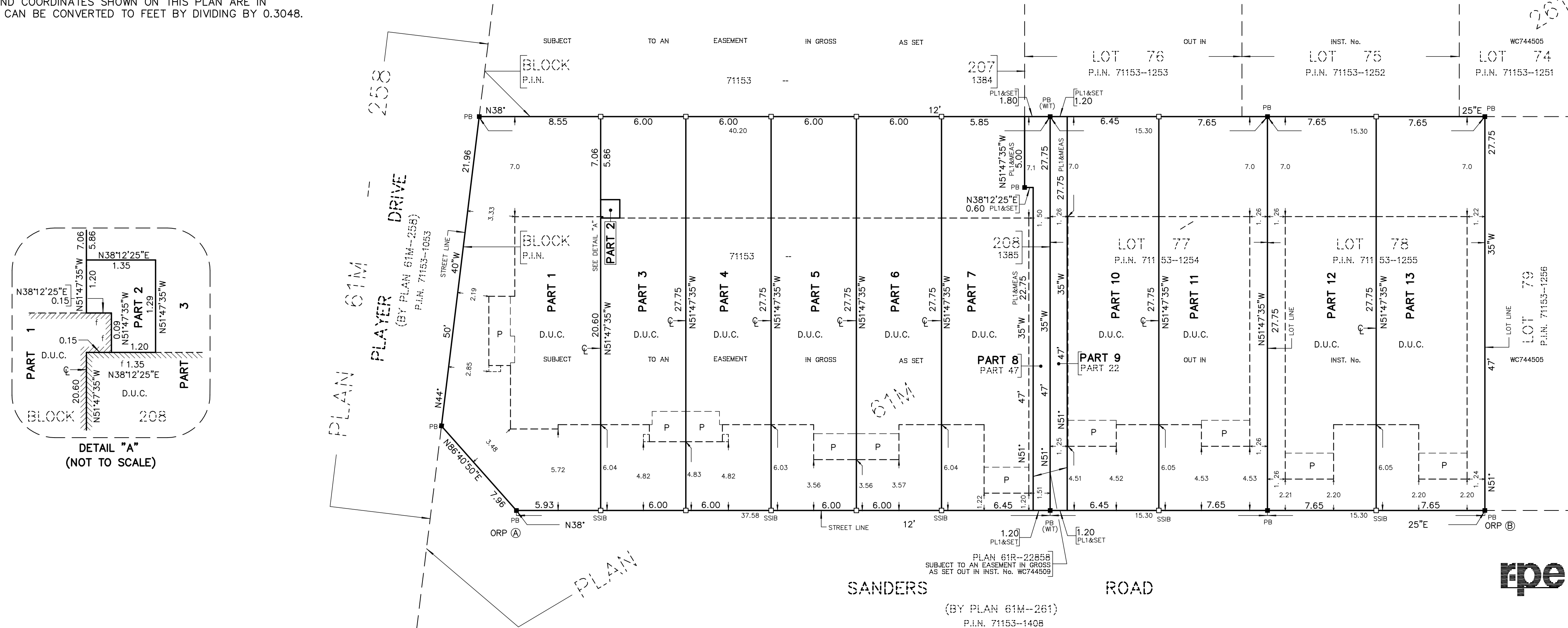
Representative for the
Land Registrar for the
Land Titles Division of
Wellington (No.61)

SCHEDULE

PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
1 TO 8, INCLUSIVE	BLOCK 208	61M-261	71153-1385
9, 10 & 11	LOT 77		71153-1254
12 & 13	LOT 78		71153-1255

PARTS 8 AND 9 ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744509

PARTS 1 TO 13, INCLUSIVE ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744505



epe R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Chrislea Road, Suite 7
Woodbridge, Ontario L4L 8A3
Tel.(416)635-5000 Fax (416)635-5001
Tel.(905)264-0881 Fax (905)264-2099
Website: www.r-pe.ca
DRAWN: V.K. CHECKED: I.A.A./T.S.
JOB No. 24-110 CAD FILE No. 24-110R04

PLAN OF SURVEY OF LOTS 86, 87 AND BLOCK 210 PLAN 61M-261 TOWN OF ERIN COUNTY OF WELLINGTON



R-PE SURVEYING LTD., O.L.S.
THE INTENDED PLOT SIZE OF THIS PLAN IS 711 mm IN WIDTH BY 353 mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT SET
- PB DENOTES PLASTIC BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- P.I.N. DENOTES PROPERTY IDENTIFIER NUMBER
- D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
- PL1 DENOTES PLAN 61R-22858
- P DENOTES PORCH
- ⊕ DENOTES CENTRELINE OF WALL
- (WIT) DENOTES WITNESS
- f DENOTES FACE OF WALL
- ORP DENOTES OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS BY R-PE SURVEYING LTD., O.L.S.
ALL SET MONUMENTS ARE IRON BARS UNLESS NOTED OTHERWISE.
ALL TIES TO CONCRETE FOUNDATION.

INTEGRATION NOTE

BEARINGS ARE GRID, UTM, NAD83 (CSRS:CBNV6:2010.0), DERIVED FROM OBSERVED REFERENCE POINTS (A) AND (B) USING CANNET REAL TIME NETWORK (RTN) No. 20120110037 (NORTHING: 4860917.470, EASTING: 571296.238).

COORDINATES ARE UTM ZONE 17, NAD83 (CSRS:CBNV6:2010.0), TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
ORP (A)	4848426.91	575013.66
ORP (B)	4848478.89	575054.57

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

2. THE SURVEY WAS COMPLETED ON THE 27th DAY OF AUGUST, 2024

DATE DECEMBER 9, 2024

I. A. Abraham
I. A. ABRAHAM
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS
PLAN SUBMISSION FORM NUMBER V-91550.

PLAN 61R-22895

Received and deposited

December 20th, 2024

Jacqueline Sanchez

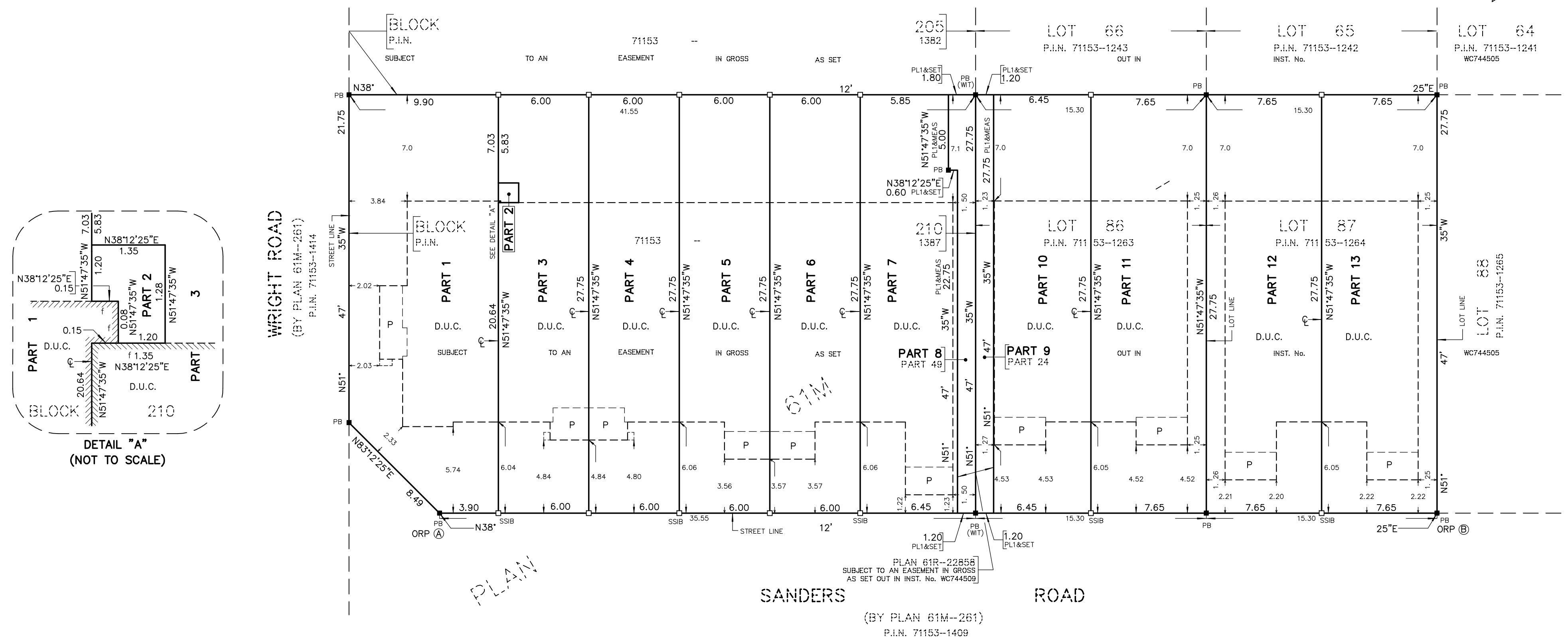
Representative for the
Land Registrar for the
Land Titles Division of
Wellington (No.61)

SCHEDULE

PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
1 TO 8, INCLUSIVE	BLOCK 210	61M-261	71153-1387
9, 10 & 11	LOT 86		71153-1263
12 & 13	LOT 87		71153-1264

PARTS 8 AND 9 ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744509

PARTS 1 TO 13, INCLUSIVE ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744505



R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Chrislea Road, Suite 7
Woodbridge, Ontario L4L 8A3
Tel.(416)635-5000 Fax (416)635-5001
Tel.(905)264-0881 Fax (905)264-2099
Website: www.r-pe.ca
DRAWN: V.K. CHECKED: I.A.A./T.S.
JOB No. 24-110 CAD FILE No. 24-110R06

PLAN OF SURVEY OF LOTS 84, 85 AND BLOCK 209 PLAN 61M-261 TOWN OF ERIN COUNTY OF WELLINGTON

SCALE 1:200



R-PE SURVEYING LTD., O.L.S.

THE INTENDED PLOT SIZE OF THIS PLAN IS 711 mm IN WIDTH BY 353 mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:200.

METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT SET
- PB DENOTES PLASTIC BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- P.I.N. DENOTES PROPERTY IDENTIFIER NUMBER
- D.U.C. DENOTES DWELLING UNDER CONSTRUCTION
- PL1 DENOTES PLAN 61R-22858
- P DENOTES PORCH
- ⊕ DENOTES CENTRELINE OF WALL
- (WIT) DENOTES WITNESS
- f DENOTES FACE OF WALL
- ORP DENOTES OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS BY R-PE SURVEYING LTD., O.L.S.
ALL SET MONUMENTS ARE IRON BARS UNLESS NOTED OTHERWISE.
ALL TIES TO CONCRETE FOUNDATION.

INTEGRATION NOTE

BEARINGS ARE GRID, UTM, NAD83 (CSRS:CBNV6:2010.0), DERIVED FROM OBSERVED REFERENCE POINTS (A) AND (B) USING CANNET REAL TIME NETWORK (RTN) No. 20120110037 (NORTHING: 4860917.470, EASTING: 571296.238).

COORDINATES ARE UTM ZONE 17, NAD83 (CSRS:CBNV6:2010.0), TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT	NORTHING	EASTING
ORP (A)	4848351.90	574954.62
ORP (B)	4848403.33	574995.10

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 21st DAY OF AUGUST, 2024

DATE DECEMBER 9, 2024

I. A. Abraham
I. A. ABRAHAM
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS
PLAN SUBMISSION FORM NUMBER V-91549.

PLAN 61R-22896

Received and deposited

December 20th, 2024

Elizabeth Borrow

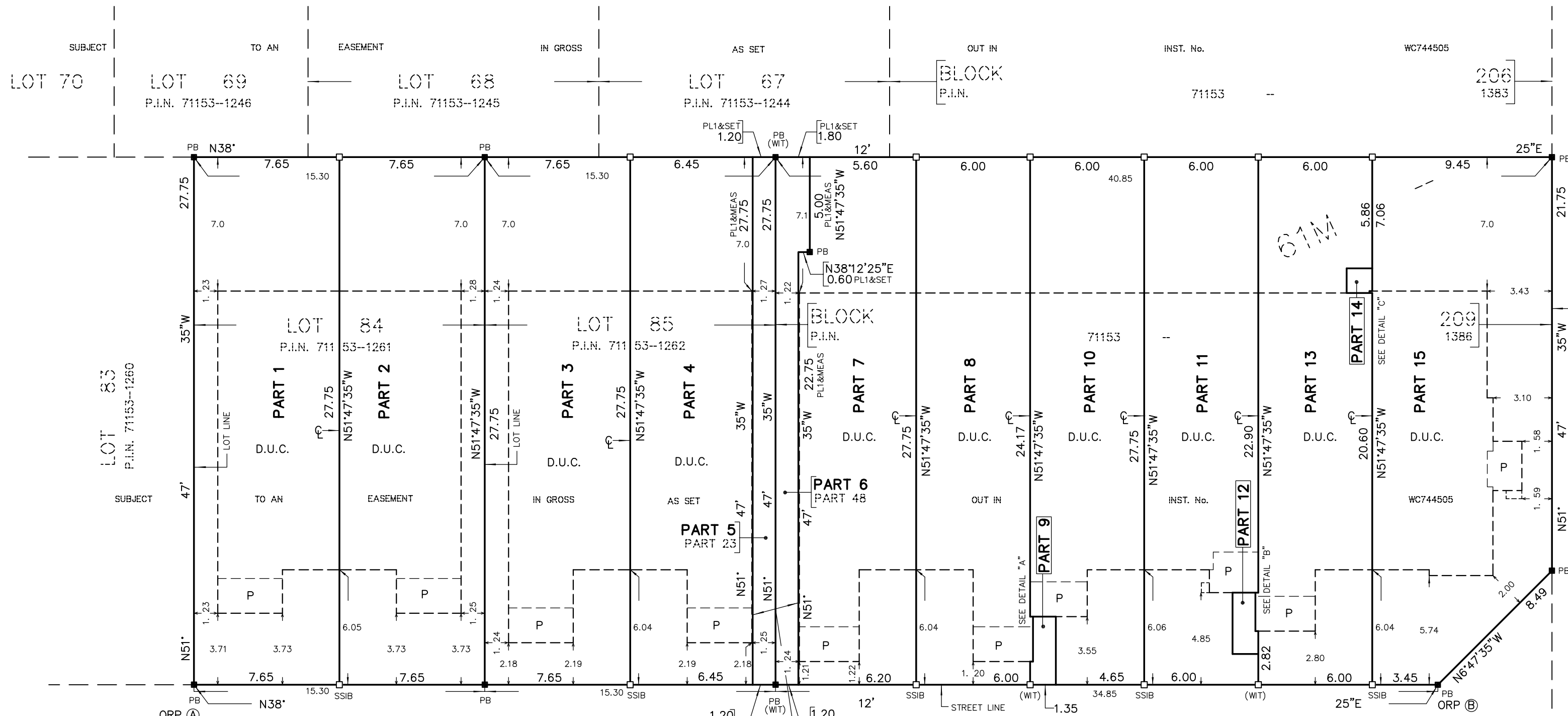
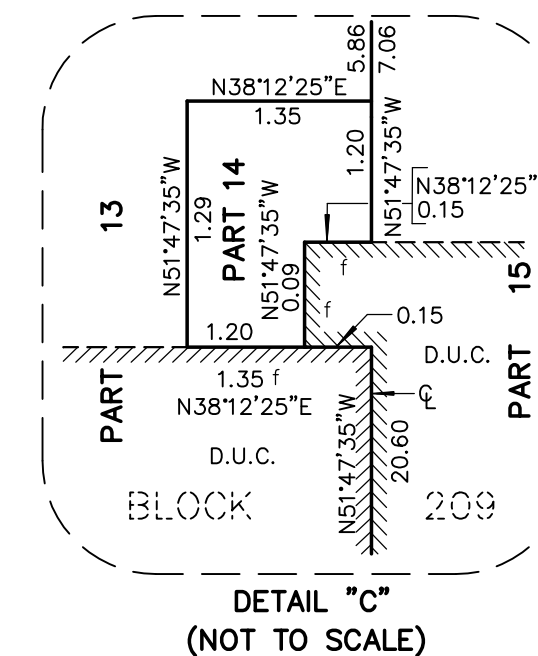
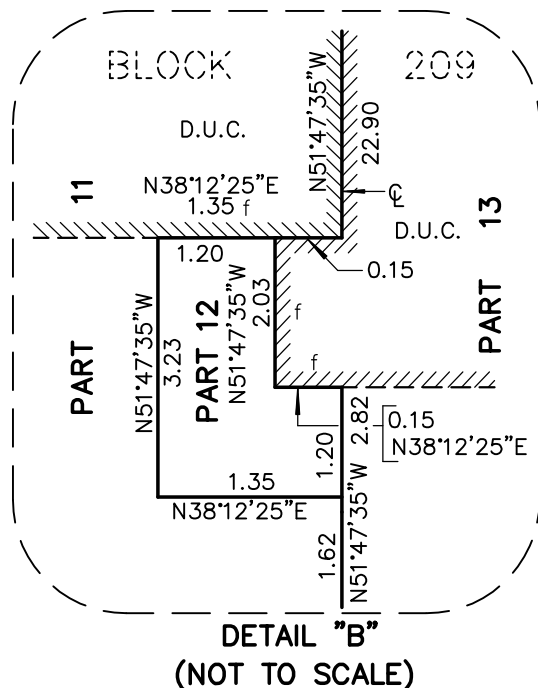
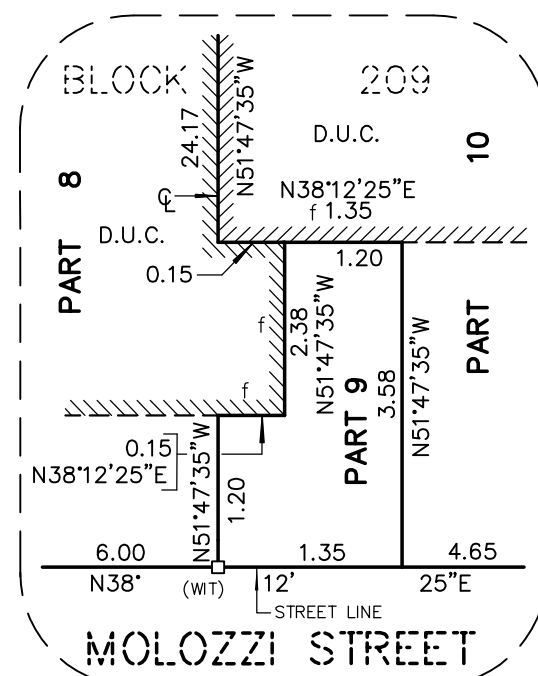
Representative for the
Land Registrar for the
Land Titles Division of
Wellington (No.61)

SCHEDULE

PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
1 & 2	LOT 84	61M-261	71153-1261
3, 4 & 5	LOT 85		71153-1262
6 TO 15, INCLUSIVE	BLOCK 209		71153-1386

PARTS 5 AND 6 ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744509

PARTS 1 TO 15, INCLUSIVE ARE SUBJECT TO AN EASEMENT IN GROSS AS SET OUT IN INST. No. WC744505



PLAN 61R-22858
SUBJECT TO AN EASEMENT IN GROSS
AS SET OUT IN INST. No. WC744509

SANDERS ROAD

(BY PLAN 61M-261)
P.I.N. 71153-1408



R-PE SURVEYING LTD.
ONTARIO LAND SURVEYORS
643 Chrislea Road, Suite 7
Woodbridge, Ontario L4L 8A3
Tel.(416)635-5000 Fax (416)635-5001
Tel.(905)264-0881 Fax (905)264-2099
Website: www.r-pe.ca
DRAWN: V.K. CHECKED: I.A.A./T.S.
JOB No. 24-110 CAD FILE No. 24-110R05

TOWN OF  Town of Erin
ERIN Corporate Report

Department: Planning & Development	Report Number: PD2025-05
Business Unit: Planning & Development	Meeting Date: 2/27/2025
Presented/ Prepared By: David Waters, Manager of Planning & Development	

Subject

Adoption of Heritage Designation By-laws – Hillsburgh Village

Recommendation

That Council receives report number PD2025-05 “Adoption of Heritage Designation By-laws – Hillsburgh Village” for information;

And that Council adopts By-laws 25-18, 25-19, 25-20, and 25-21, to designate 18 Anne Street, 21 Trafalgar Road, 81 Trafalgar Road and 114 Trafalgar Road respectively in accordance with Part IV, Section 29 of the Ontario Heritage Act, as listed on the February 27, 2025, agenda;

And that Council directs staff to carry out the remaining requirements for each property as prescribed under the Ontario Heritage Act, following the adoption of the by-laws.

Highlights

The purpose of this report is to request that Council adopt Heritage Designation By-laws for 18 Anne Street, 21 Trafalgar Road, 81 Trafalgar Road and 114 Trafalgar Road, as listed on the February 27, 2025, agenda, in accordance with Part IV of the Ontario Heritage Act.

In November 2024, Council supported the staff recommendation to re-issue seven Notices of Intent to Designate (NOID) for 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. In addition to serving notice to each property owner, staff published the seven NOIDs in the *Wellington Advertiser* and posted them on the Town’s website.

During the 30-day objection period, the Town received objection letters from 93 Trafalgar Road, 3 Station Street and 12 Orangeville Street. The objections to the NOIDs will be the subject of a future report to Council.

Following the passing of the four heritage designation by-laws, staff will carry out all remaining responsibilities for each property in accordance with the Ontario Heritage Act.

Background

In March 2024, Town staff received direction from Council to publish the Notice of Intention to Designate (NOID) for the seven (7) properties located in Hillsburgh Village.

Within the 120-day period prescribed by the Ontario Heritage Act following the issuing of the NOIDs, the heritage designation by-laws for the properties not subject to an objection were not presented to Council for enactment. As a result, these properties become automatically delisted from the Town's Heritage Registry and cannot be relisted for a period of five years. However, the Town is not prohibited from restarting the designation process for these properties.

The Ontario Heritage Act enables the Town to restart the heritage designation process for the seven properties following consultation with the TEHC even if an objection was received by the Town.

In November 2024, Council supported staff's recommendation to re-issue the Notice of Intention to Designate for all seven properties as per report PD2024-16 following consultation with the Town of Erin Heritage Committee which took place in December 2024.

During the 30-day objection period, the Town received three objection letters. The objections to the NOIDs will be the subject of a future report to Council.

Discussion

According to the Ontario Heritage Act, failure to pass the designation by-laws within 120 days following the publishing of the NOID results in the properties automatically becoming delisted from the Town's Heritage Register. However, the Ontario Heritage Act does not prohibit Council, following consultation with the Heritage Committee, to re-issue a NOID for each of the seven properties including the three owners who initially opposed the designation.

With regards to next steps, Section 29(8) of the Ontario Heritage Act requires a municipality to pass its designation by-laws within 120 days after the date of the publication of the Notice of Intention to Designate. For the seven properties, designating by-laws for each property were required to be passed by Council before April 23, 2025.

Each designating by-law includes a description of the property, a statement of cultural heritage value or interest and each property's respective cultural heritage attributes.

The Ontario Heritage Act prescribes the following next steps to ensure the designation of each property:

- A copy of each of the registered by-law is served on the property owner and the Ontario Heritage Trust in accordance with Section 28(8).
- The Clerk must ensure that a copy of each of the by-laws that come into force are registered against the properties affected in the appropriate Land Registry Office in accordance with Section 29(19).
- Staff must ensure that a Notice of Passing of each by-law be published in a newspaper having general circulation in the municipality in accordance with Section 29(8).

Staff recommend Council pass the four each designation by-laws not subject to an objection and direct staff to carry out all remaining responsibilities for each property in accordance with the Ontario Heritage Act.

Strategic Pillar

Healthy Lifestyle & Vibrant Community

Financial Impact

There is a cost to the Town of \$350.00, per property, to register a By-law on title for each property. There is also a charge to publish the Notice of Passage in the *Wellington Advertiser*, the cost depends on the number and size of the notice. The average cost is \$1,000 per notice.

Conclusion

In accordance with Council direction, Town staff re-issued Notices of Intention to Designate for seven properties as per the requirements of the Ontario Heritage Act. Three objections letters were submitted to the Town and will be addressed in a future report to Council.

Staff recommend that Council pass the designation by-laws listed in the February 27, 2025, agenda for the properties not subject to an objection and direct staff to carry out all remaining responsibilities for the designation of each property, in accordance with the Ontario Heritage Act.

David Waters, MCIP, RPP, PLE

Manager of Planning and Development

Nina Lecic

Acting Chief Administrative Officer

Activity List 2025

	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	The Town has retained planning and engineering consultants to complete technical reports to support a severance application to create two lots and apply for an OPA and ZBA.
2	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 Couy and the Tri-County Green Standards; • Collaborating with the development community; • Developing a Green Charter.



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 25 – 16

A By-law to authorize borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2025.

Whereas, Section 407 of the *Municipal Act, 2001*, as amended, allows a municipality at any time during a fiscal year to temporarily borrow, until the taxes are collected and other revenues received, an amount Council considers necessary to meet the current expenditures of the municipality for the year;

And Whereas, the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Corporation, except with the approval of the Ontario Land Tribunal, is limited by Section 407 of the *Municipal Act, 2001*;

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

1. The Treasurer is hereby authorized to borrow from time to time during the year 2025 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in subsection 407.(1) of the *Municipal Act, 2001*.
2. The Treasurer is hereby authorized to proceed with Loan Financing of up to \$65 million over the term of the Water Supply and Distribution Project using Water Development Charges income from new development.
3. That lender(s) from whom amounts may be borrowed under authority of this by-law shall be **The Toronto-Dominion Bank** and such other lender(s) as may be determined from time to time by resolution of Council
4. The total amount which may be borrowed at any one time under this by-law, together with the total of any similar borrowing that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total, and from October 1st to December 31st of the current year, 25 percent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the current year or **\$3,000,000**, whichever is less.
5. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the *Municipal Act, 2001* that have not been repaid.
6. All of the sums borrowed under this by-law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favor of any other lender.
7. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any

other sources, which may lawfully be applied for such purpose.

- 8. Promissory Notes or Banker's Acceptances made under section 1 shall be signed by the Treasurer and the Head of Council or by such other person as is authorized by by-law to sign it.
- 9. That By-Law # 24-10 is hereby repealed and replaced with this By-law.

Passed in open Council on February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 25 – 17

A By-law to exempt certain blocks within Plan 61M-261, Town of Erin, from the Part Lot Control provisions of the Planning Act.

Whereas, the Council of The Corporation of the Town of Erin deems it appropriate to enact a By-law pursuant to subsection 50(7) of the *Planning Act, 1990*, to exempt the lands hereinafter described from the Part Lot Control provisions in subsection 50(5) of the said Act;

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

1. Subsection 50(5) of the *Planning Act, 1990*, shall not apply to the following lands:

<u>Plan</u>	<u>Description</u>
61M-261	Block 211, (Designated as Parts 1 to 9 inclusive, Plan 61R-22891)
61M-261	Lot 109 (Designated as Parts 10 and 11, Plan 61R-22891)
61M-261	Lot 108 (Designated as Parts 12 and 13, Plan 61R-228891)
61M-261	Block 111, (Designated as Parts 1 and 2, Plan 61R-22892)
61M-261	Lot 110 (Designated as Parts 3 and 4, R-Plan 61R-22892)
61M-261	Block 212 (Designated as Parts 5 to 13, inclusive, Plan 61R-22892)
61M-261	Lot 213 (Designated as Parts 1 and 9, inclusive, Plan 61R-22893)
61M-261	Lot 118 (Designated as Parts 10 and 11, Plan 61R-22893)
61M-261	Lot 117 (Designated as Parts 12 and 13, Plan 61R-22893)
61M-261	Block 208 (Designated as Parts 1 and 8, inclusive Plan 61R-22894)
61M-261	Lot 77 (Designated as Parts 9, 10 and 11, Plan 61R-22894)
61M-261	Lot 78 (Designated as Parts 12 and 13, Plan 61R-22894)
61M-261	Block 210 (Designated as Parts 1 to 8, inclusive, Plan 61R-22895)
61M-261	Lot 86 (Designated as Parts 9, 10 and 11, Plan 61R-22895)

61M-261	Lot 87 (Designated as Parts 12 and 13, Plan 61R-22895)
61M-261	Lot 84 (Designated as Parts 1 and 2, Plan 61R-22896)
61M-261	Lot 85 (Designated as Parts 3, 4 and 5, Plan 61R-22896)
61M-261	Block 209 (Designated as Parts 6 to 15, inclusive, Plan 61R-22896)

2. Pursuant to Section 50(7.3) of the *Planning Act, 1990* this By-law shall expire upon two (2) years from the date of registration of this By-law, unless it is repealed or extended by the Council of The Corporation of the Town of Erin prior to the expiration date herein.

3. This By-law shall come into effect upon final approval by the County of Wellington pursuant to subsection 50(7.1) of the *Planning Act, 1990*, and upon registration of the By-law in the Land Registry Office pursuant to subsection 50(28) of the said Act.

4. And that the Town Clerk is directed to forward this By-law to the County of Wellington for approval.

Passed in open Council on February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

By-Law #25 – 18

Being a By-law to designate 18 Anne Street under Part IV, Section 29 of the Ontario Heritage Act, as being of cultural heritage value or interest.

Whereas, Section 29 of the *Ontario Heritage Act, 1990* (the "Act") authorizes the council of a municipality to enact by-laws to designate a property to be of cultural heritage value or interest;

And Whereas, the Council of The Corporation of the Town of Erin (the "Council") has consulted with the Town of Erin Heritage Committee, with respect to the designation of the property as being of cultural heritage value or interest;

And Whereas, the Council has caused notice of its intention to designate the property to be given in accordance with subsections 29(3), 29(4) and 29(4.1) of the *Act*;

And Whereas, the statement of cultural heritage value or interest and description of the heritage attributes in respect of the property are set out in Schedule "A" to this by-law;

And Whereas, no notice of objection to the proposed designation of the property has been served on the Town Clerk for The Corporation of the Town of Erin.

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

1. That the property at 18 Anne Street (the "Property"), more particularly described in Schedule "B" to this by-law, is designated as being of cultural heritage value or interest for reasons set out in Schedule "A" to this by-law.
2. That a copy of this by-law be registered against the Property described in Schedule "B" to this by-law in the property Land Registry Office.
3. That a copy of this by-law be served upon the owner of the Property and upon the Ontario Heritage Trust, and to cause notice of this by-law to be published in the newspaper having general circulation to The Corporation of the Town of Erin as required by the *Ontario Heritage Act, 1990*.
4. And that this By-law shall come into force and take effect upon the day of its passing, subject to the applicable provisions of the *Ontario Heritage Act, 1990*.

Passed in open Council on February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

Schedule "A" to By-law 25-18

Description

This property consists of a two-storey Italianate residence constructed between 1904 and 1907 as a residence for stonemason Charles H. Smith.

Statement of Cultural Heritage Value or Interest

18 Anne Street is a representative example of the Italianate architectural style. The two storey, square plan building has a rhythmic and balanced façade, small balcony, hip roof, and wide overhanging eaves with paired decorative wood brackets which are all key features of the Italianate style. The limestone quoins, segmental arched window openings with limestone keystone and stringers framed by limestone reveal quoining in contrast to the multicolour fieldstone with raised tuck point construction provides a sense of heaviness and stability, which is often found in Italianate buildings constructed of stone.

18 Anne Street is a well-built structure with stone masonry which displays a high degree of craftsmanship within the local context. The stonework suggests an Aberdeen bond design which is achieved using tuckpointing. The use of limestone in the quoins, and window treatment, demonstrates a level of skill and masonry knowledge that does not appear to be common in the local context.

18 Anne Street is directly associated with local stonemason and builder Charles H. Smith. Charles, and his brother William, were well-known masons who along with a team of tradespeople constructed several buildings in the area in the late 19th century and early 20th century. The Smith brothers constructed the stone foundations, Robertson and Puckering were responsible for bricklaying and plastering, and Alex Hyndman, the father of Charles wife Orpha and local carpenter, along with a team of painters from Orangeville are credited with the construction of several houses in the community. The Royal Bank building (97 Trafalgar Road), built in early 1880's is an example of the workmanship of this group. Charles is associated with the construction of 18 Anne Street and was also responsible for the construction of the Station Street bridge in 1917, although the bridge was replaced in 2020.

18 Anne Street is important in supporting the 19th century and early 20th century character of the historic village of Hillsburgh. Several residential side streets were developed at the same time as the core Historic Village of Hillsburgh and supports the legibility and character of the historic village. Located off or parallel to the main street (Trafalgar Road), the buildings are comprised of predominantly one and two-and-a-half storey residences, primarily brick construction, with modest setbacks. 18 Anne Street exhibits setback, massing, style, decorative details consistent with the historic village character.

Description of Heritage Attributes

18 Anne Street is a representative example of the Italianate architectural style. The property contains the following heritage attributes that reflects this value:

- Two-storey square plan Italianate residence
- Hip roof
- Wide eaves with paired decorative wood brackets
- Balanced façade with asymmetrical entranceway
- Entrance door with transom
- Small second story porch
- Segmental arched window openings with limestone keystone, stringers, and reveal quoins
- Stone construction
- Limestone quoins

18 Anne Street is directly association with local stonemason and builder Charles H. Smith The property contains the following heritage attributes that reflect this value:

- Two-storey square plan Italianate residence

- Stone construction
- Suggestion of Aberdeen bond design achieved through raised tuckpointing
- Limestone quoins
- Limestone window treatment including keystone, stringer and reveal quoining

18 Anne Street is directly association with local stonemason and builder Charles H. Smith. The property contains the following heritage attributes that reflect this value:

- Two-storey square plan Italianate residence
- Stone construction
- Suggestion of Aberdeen bond design achieved through raised tuckpointing
- Limestone quoins
- Limestone window treatment including keystone, stringer and reveal quoining

18 Anne Street is important in supporting the 19th century and early 20th century character of the historic village of Hillsburgh. The property contains the following heritage attributes that reflect this value:

- Two-storey Italianate building including massing, setback, and decorative details

Schedule "B" to By-law 25-18

Legal Description

PT LT 2 PL 240 ERIN; PT LT 3 PL 240 ERIN; PT LT 4 PL 240 ERIN PART 1, 61R2391; ERIN



THE CORPORATION OF THE TOWN OF ERIN

By-Law #25 – 19

Being a By-law to designate 21 Trafalgar Road, under Part IV, Section 29 of the Ontario Heritage Act, as being of cultural heritage value or interest.

Whereas, Section 29 of the *Ontario Heritage Act, 1990* (the "Act") authorizes the council of a municipality to enact by-laws to designate a property to be of cultural heritage value or interest;

And Whereas, the Council of The Corporation of the Town of Erin (the "Council") has consulted with the Town of Erin Heritage Committee, with respect to the designation of the property as being of cultural heritage value or interest;

And Whereas, the Council has caused notice of its intention to designate the property to be given in accordance with subsection 29(3), 29(4) and 29(4.1) of the *Act*;

And Whereas, the statement of cultural heritage value or interest and description of the heritage attributes in respect of the property are set out in Schedule "A" to this by-law;

And Whereas, no notice of objection to the proposed designation of the property has been served on the Town Clerk for The Corporation of the Town of Erin.

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

1. That the property at 21 Trafalgar Road (the "Property"), more particularly described in Schedule "B" to this by-law, is designated as being of cultural heritage value or interest for reasons set out in Schedule "A" to this by-law.
2. That a copy of this by-law be registered against the Property described in Schedule "B" to this by-law in the property Land Registry Office.
3. That a copy of this by-law be served upon the owner of the Property and upon the Ontario Heritage Trust, and to cause notice of this by-law to be published in the newspaper having general circulation to The Corporation of the Town of Erin as required by the *Ontario Heritage Act, 1990*.
4. And that this By-law shall come into force and take effect upon the day of its passing, subject to the applicable provisions of the *Ontario Heritage Act, 1990*.

Passed in open Council on February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

Schedule "A" to By-law 25-19

Description

This property is located near the historic core of the Village of Hillsburgh. It consists of a two-storey place of worship built in a Gothic Revival architectural style which was constructed in 1888.

Statement of Cultural Heritage Value or Interest

21 Trafalgar Road is a representative example of a place of worship built in a Gothic Revival architectural style. The two-storey, symmetrically balanced red brick building follows a rectangular plan and gable roof and is legible as a place of worship. The dichromatic brick work, comprised of red and buff brick, is expressed on the unique chalice ornament under the front gable, quoins, window and door treatments and around the date stone which reads: "Baptist Church A.D. 1888". Noticeable Gothic Revival architectural design features are the tall lancet windows and large pointed arch doorway which create a vertical emphasis. Specifically, the pointed arch door opening includes a trefoil detail and window tracery, also carried through to the lancet windows on the façade and side elevations, and both the window and door surrounds are comprised of alternating red and buff brick decorative voussoirs that resemble hood moulds and are finished with stone sills.

21 Trafalgar Road is directly associated with the Baptist Church and congregation in Hillsburgh. The Baptist congregation in Hillsburgh was first organized around 1853 with George Henshaw serving as the clerk and Elder Picard as the first Reverend. 21 Trafalgar Road represents the location of the Baptist Church from 1862 until the present, however, accordingly to the date stone, the current building was constructed in 1888 and is believed to have incorporated the original frame structure. In 1891, a stone wall was constructed at the front of the property, along with handrails for the stairs and a carriage platform. The location and building have served the community of Hillsburgh as the Baptist Church for over 130 years.

21 Trafalgar Road is important in supporting the 19th century character of Trafalgar Road in the historic village of Hillsburgh. The streetscape is comprised of predominantly one and two-and-a-half storey residential and commercial buildings of primarily brick construction and with modest setbacks along the street. Furthermore, the stylistic similarities between several properties strengthens their contribution to the historic character of the atmosphere of the area including red brick construction with dichromatic brickwork, decorative woodwork. 21 Trafalgar Road contributes to the historic fabric of the streetscape and exhibits setback, massing and decorative details such as dichromatic brickwork consistent with the streetscape.

21 Trafalgar Road occupies a prominent space near the southern entrance to Hillsburgh's historic core. It is highly visible and legibility as a place of worship. The, located on a raised plateau and architectural details strengthen its prominence as a visual landmark and helps to demarcate the entrance to the historic core.

Description of Heritage Attributes

21 Trafalgar Road is a representative example of a place of worship built in a Gothic Revival architectural style. The property contains the following heritage attributes that reflect this value:

- Two-storey Gothic Revival place of worship
- Rectangular plan with symmetrical facade
- Red brick coursed in a running bond with buff brick detailing
- Front gable roof
- Pointed arch door opening with a trefoil detail and window tracery
- Lancet windows openings with tracery and stone sills
- Dichromatic brickwork expressed in the chalice ornament, quoins, window and door treatments and a date stone which reads: "Baptist Church A.D. 1888".

21 Trafalgar Road has historical/associative value for its direct associated with the Baptist

Church and congregation in Hillsburgh. The property contains the following heritage attributes that reflect this value:

- Two-storey Gothic Revival place of worship
- Date stone which reads: "Baptist Church A.D. 1888"
- Stone retaining wall added in 1891

21 Trafalgar Road is important in supporting the 19th century character of Trafalgar Road in the historic village of Hillsburgh. The property contains the following heritage attributes that reflect this value:

- Two-storey Gothic Revival place of worship, including massing, setback, and decorative details

21 Trafalgar Road has contextual value because it is a landmark. The property contains the following heritage attributes that reflect this value:

- Two-storey Gothic Revival place of worship, including massing, setback and decorative details
- Location and visibility fronting Trafalgar Road

Schedule "B" to By-law 25-19

Legal Description

PT LT 8 PL 95 ERIN ABUTTING RDAL BTN CON 7 & 8; PT LT 13 W/S MARKET ST PL 95 ERIN
PT 1, 61R7420; ERIN



THE CORPORATION OF THE TOWN OF ERIN

By-Law #25 – 20

Being a By-law to designate 81 Trafalgar Road, under Part IV, Section 29 of the Ontario Heritage Act, as being of cultural heritage value or interest.

Whereas, Section 29 of the *Ontario Heritage Act, 1990* (the "Act") authorizes the council of a municipality to enact by-laws to designate a property to be of cultural heritage value or interest;

And Whereas, the Council of The Corporation of the Town of Erin (the "Council") has consulted with the Town of Erin Heritage Committee, with respect to the designation of the property as being of cultural heritage value or interest;

And Whereas, the Council has caused notice of its intention to designate the property to be given in accordance with subsection 29(3), 29(4) and 29(4.1) of the *Act*;

And Whereas, the statement of cultural heritage value or interest and description of the heritage attributes in respect of the property are set out in Schedule "A" to this by-law;

And Whereas, no notice of objection to the proposed designation of the property has been served on the Town Clerk for The Corporation of the Town of Erin.

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

1. That the property at 81 Trafalgar Road (the "Property"), more particularly described in Schedule "B" to this by-law, is designated as being of cultural heritage value or interest for reasons set out in Schedule "A" to this by-law.
2. That a copy of this by-law be registered against the Property described in Schedule "B" to this by-law in the property Land Registry Office.
3. That a copy of this by-law be served upon the owner of the Property and upon the Ontario Heritage Trust, and to cause notice of this by-law to be published in the newspaper having general circulation to The Corporation of the Town of Erin as required by the *Ontario Heritage Act, 1990*.
4. And that this By-law shall come into force and take effect upon the day of its passing, subject to the applicable provisions of the *Ontario Heritage Act, 1990*.

Passed in open Council on February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

Schedule "A" to By-law 25-20

Description

The property is located in proximity to the historic core of the Village of Hillsburgh. It consists of a two storey Italianate building constructed circa 1882.

Statement of Cultural Heritage Value or Interest

81 Trafalgar Road is a representative example of the Italianate architectural style. The two-storey structure follows a L shaped plan with a hip roof, wide overhanging eaves and paired wood ornamental brackets which are key design elements associated with Italianate style. The façade includes segmentally arched window openings and elliptical arch window openings which have brick voussoirs with stone keystone and springers. The use of stone material in the window arches, sills, and quoins creates a distinct and dichromatic aesthetic which are representative of the Italianate architectural style.

81 Trafalgar Road has historical and/or associative value as the former Manse, or reverend's residence, for the Village of Hillsburgh's Presbyterian Church. The first Presbyterian congregation in the Village of Hillsburgh was formed in 1860, and the first elders were Angus McMurchy Senior, John McLachlan, Hector McVannel, and Donald Robertson. By 1863 there were thirty-four congregants, and the first ordained minister was Donald Strachan in 1868. The Manse was constructed circa 1882 for St. Andrew's Presbyterian Church.

81 Trafalgar Road is important in supporting the 19th century character of Trafalgar Road in the historic village of Hillsburgh. The streetscape is comprised of predominantly one and two-and-a-half storey residential and commercial buildings of primarily brick construction and with modest setbacks along the street. Furthermore, the stylistic similarities between properties strengthens their contribution to the historic character of the area including red brick construction with dichromatic brickwork and decorative woodwork. 81 Trafalgar Road contributes to the heritage fabric of the streetscape and exhibits setback, massing and decorative details consistent with the streetscape.

81 Trafalgar Road is historically linked to the St. Andrew's Presbyterian Church which located directly north of the subject property at 83 Trafalgar Road. 81 Trafalgar Road was built as a Manse for the Presbyterian Church in 1895.

Description of Heritage Attributes

81 Trafalgar Road is a representative example of the Italianate architectural style. The property contains the following heritage attributes that reflect this value:

- Two-storey Italianate residence
- L shaped plan with a hip roof
- Wide overhanging eaves and paired wood ornamental brackets.
- Red brick construction with contrasting stone details
- Segmentally arched window openings and elliptical arch window openings which have brick voussoirs with stone keystone and springers.
- Stone sills and quoins

81 Trafalgar Road has historical significance to the Village of Hillsburgh as the Manse for the settlement's Presbyterian Church. The property contains the following heritage attributes that reflect this value:

- Two-storey Italianate building
- Red brick construction with contrasting stone details
- Location adjacent to 83 Trafalgar Road (St. Andrews Presbyterian Church)

81 Trafalgar Road is important in supporting the 19th century character of Trafalgar Road in the historic village of Hillsburgh. The property contains the following heritage attributes that reflect this value:

- Centrally located within the village
- Two-storey Italianate residence including massing, setback, and decorative details

81 Trafalgar Road has contextual value because it is functionally linked to St. Andrew's Presbyterian Church located at 83 Trafalgar Road. The property contains the following heritage attributes that reflect this value:

- Location adjacent to 83 Trafalgar Road (St. Andrews Presbyterian Church)
- Two-storey Italianate residence including massing, setback, and decorative details

Schedule "B" to By-law 25-20

Legal Description

PT LT 24 CON 8 ERIN AS IN DS7839; ERIN



THE CORPORATION OF THE TOWN OF ERIN

By-Law #25 – 21

Being a By-law to designate 114 Trafalgar Road, under Part IV, Section 29 of the Ontario Heritage Act, as being of cultural heritage value or interest.

Whereas, Section 29 of the *Ontario Heritage Act, 1990* (the "Act") authorizes the council of a municipality to enact by-laws to designate a property to be of cultural heritage value or interest;

And Whereas, the Council of The Corporation of the Town of Erin (the "Council") has consulted with the Town of Erin Heritage Committee, with respect to the designation of the property as being of cultural heritage value or interest;

And Whereas, the Council has caused notice of its intention to designate the property to be given in accordance with subsection 29(3), 29(4) and 29(4.1) of the *Act*;

And Whereas, the statement of cultural heritage value or interest and description of the heritage attributes in respect of the property are set out in Schedule "A" to this by-law;

And Whereas, no notice of objection to the proposed designation of the property has been served on the Town Clerk for The Corporation of the Town of Erin.

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

1. That the property at 114 Trafalgar Road (the "Property"), more particularly described in Schedule "B" to this by-law, is designated as being of cultural heritage value or interest for reasons set out in Schedule "A" to this by-law.
2. That a copy of this by-law be registered against the Property described in Schedule "B" to this by-law in the property Land Registry Office.
3. That a copy of this by-law be served upon the owner of the Property and upon the Ontario Heritage Trust, and to cause notice of this by-law to be published in the newspaper having general circulation to The Corporation of the Town of Erin as required by the *Ontario Heritage Act, 1990*.
4. And that this By-law shall come into force and take effect upon the day of its passing, subject to the applicable provisions of the *Ontario Heritage Act, 1990*.

Passed in open Council on February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

Schedule "A" to By-law 25-21

Description

The property is located in proximity to the historic core of the Village of Hillsburgh. It consists of a one-and-a-half storey former place of worship constructed in 1871 in the Gothic Revival architecture style.

Statement of Cultural Heritage Value or Interest

114 Trafalgar Road is a representative example of the Gothic Revival style. The property contains the following heritage attributes that reflects this value:

- Two-storey Gothic Revival residence
- L-shaped plan
- Cross gable roof with large side gable
- Large front and side gables with steep central gable peak
- Ornate bargeboard on both front gables
- The decorative ornamentation including moulded fascia board, bargeboard, gingerbread trim, and finial.
- Dichromatic brickwork expressed in the decorative drip hood moulds, jack arch window treatments, quoins, and the brick course arranged in a cross pattern near the roofline.
- Segmentally arched window openings
- Lancet window in gable peak
- Bay window

114 Trafalgar Road is important in supporting the 19th century character of Trafalgar Road in the historic village of Hillsburgh. The property contains the following heritage attributes that reflect this value:

- Two-storey Gothic Revival residence including massing, setback, and decorative details

Schedule "B" to By-law 25-21

Legal Description

PT LT 20 PL 62 ERIN AS IN RO745312; ERIN



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 25 – 22

A By-law to confirm the proceedings of Council at its Regular Meeting held February 27, 2025.

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 **February 27, 2025** 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 **February 27, 2025**, 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 February 27, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic