

TOWN OF ERIN REGULAR COUNCIL MEETING AGENDA

April 24, 2025 3:00 PM Municipal Council Chamber

			Pages			
1.	Call to Order					
2.	Appro	Approval of Agenda				
3.	Decla	Declaration of Pecuniary Interest				
4.	Comr	Community Announcements				
5.	Adoption of Minutes					
	April And t 10th,					
6.	Business Arising from the Minutes					
7.	Deleg	Delegations/Petitions/Presentations				
	7.1	Parks, Recreation & Trails Advisory Committee Presentation	5 - 21			
8.	Repo	Reports				
	8.1	C2025-07 Appointment of Alternate Municipal Law Enforcement Officers (MLEOs)	22 - 23			
	8.2	CAO2025-02 2025 Communications Update	24 - 52			
	8.3	CAO2025-03 Town of Erin Corporate Strategic Plan – 2025 and Beyond	53 - 90			
	8.4	ED2025-02 Economic Development Strategic Plan	91 - 120			
	8.5	FD2025-01 2024 Year-End Fire & Emergency Services Report	121 - 144			
	8.6	PD2025-11 Recommendation Report, Part Lot Control Application (PLC25-03), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)	145 - 153			
	8.7	PR2025-02 Acquisition of Robotic Line Painting Device for Parks	154 - 155			
	8.8	W2025-07 Award of RFT 2025-01W – E9 Well House	156 - 158			

9. Correspondence

9.1 2025 Activity List

10. Closed Session

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

(b) personal matters about an identifiable individual, including municipal or local board employees; with respect to an Advisory Committee appointment.

(b) personal matters about an identifiable individual, including municipal or local board employees; with respect to a personnel matter.

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; with respect to Town-owned land.

11. Return from Closed Session

- 11.1 Motion to Reconvene
- 11.2 Report Out

12. By-Laws

160 - 163

Appointment By-law - Alternate Municipal Law Enforcement Officers Part Lot Control Exemption By-law (PLC 25-03) Confirming By-law

13. Notice of Motion

14. Adjournment



TOWN OF ERIN

MINUTES OF THE REGULAR COUNCIL MEETING

April 10, 2025 3:00 PM Municipal Council Chamber

Present:	Michael Dehn	Mayor	
	Cathy Aylard	Councillor	
	John Brennan	Councillor	
	Jamie Cheyne	Councillor	
	Bridget Ryan	Councillor	
Staff Present:	Brian Kavanagh	Acting Chief Administrative Officer	
	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	

1. Call to Order

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

2. Approval of Agenda

Resolution # 25-65

Moved By Councillor Cheyne Seconded By Councillor Aylard

That the agenda be approved as circulated.

Carried

1

3. Declaration of Pecuniary Interest None.

4. Public Meetings

4.1 PD2025-08 Statutory Public Meeting – Zoning By-Law Amendment (Z24-01), Thomasfield Homes Ltd., Part of Lot 23, Concession 7, Geographic Town of Erin

Tom McLaughlin, on behalf of the applicant, and Hugh Handy, Heather Fotherby, and Trevor Fraser, representatives for the applicant, presented to Council with respect to report number PD2025-08.

Residents Martin Rudd, Doug Ilton, Teresa Humphrey, David Blades, Mary Kay Amos, Kevin Murphy, and Deborah Antoniuck addressed Council with respect to report number PD2025-08.

Resolution # 25-66

Moved By Councillor Brennan Seconded By Councillor Cheyne

That report number PD2025-08 "Statutory Public Meeting – Zoning By-Law Amendment (Z24-01), Thomasfield Homes Ltd., Part of Lot 23, Concession 7, Geographic Town of Erin" be received for information.

Carried

5. Community Announcements

- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- On April 12th, Jess for You features "Breakfast with the Easter Bunny" in two sittings at 9:00 AM and 11:00 AM.
- On April 16th, the Town's annual Shamrock Awards event takes place at Centre 2000, starting at 6:30 PM.
- Erin Chamber of Commerce presents the Erin Home & Garden Show from April 25th to 27th at the Fairgrounds. Admission is free and the event will include a wide variety of vendors and exhibits. The Town's Environment & Sustainability Advisory Committee will also be present on April 26th for Earth Day celebrations.
- Erin Legion hosts a "Breakfast with the Easter Bunny" on April 19th from 8:00 AM to 11:00 AM including egg colouring and craft activities.
- Hillsburgh Firefighters hold their second annual complimentary Pancake Breakfast on May 3rd at Station 50 from 9:00 AM to 11:30 AM.
- The public is invited to attend Parks & Recreation Open House events on April 10th at Town Hall, on April 15th at Centre 2000, and virtually on April 23rd.

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

6. Adoption of Minutes

Resolution # 25-67

Moved By Councillor Ryan Seconded By Councillor Aylard

That Council hereby adopts the following meeting minutes as circulated; March 24th - Council Workshop March 27th - Regular Council Meeting And the Confidential Minutes of the Closed Session Meeting held on March 27th, 2025.

Carried

- 7. Business Arising from the Minutes None.
- 8. Delegations/Petitions/Presentations None.
- 9. Reports

9.1 F2025-07 Quarter 4 Variance Report Ending December 31, 2024

Resolution # 25-68

Moved By Councillor Brennan Seconded By Councillor Cheyne

That Council hereby receives report number F2025-07 "Quarter 4 Variance Report Ending December 31, 2024" for information;

And that the operating surplus of \$198,078 be transferred to the Tax Stabilization Reserve.

Carried

9.2 F2025-08 2024 Development Charges – Statement of the Treasurer

Resolution # 25-69

Moved By Councillor Aylard Seconded By Councillor Ryan

That Council hereby receives report number F2025-08 "2024 Development Charges – Statement of the Treasurer" for information. Carried

9.3 PD2025-09 Adoption of Heritage Designation By-laws - Erin Village

Resolution # 25-70

Moved By Councillor Cheyne Seconded By Councillor Brennan

That Council receives report number PD2025-09 "Adoption of Heritage Designation By-laws – Erin Village" for information;

And that Council withdraws its decision to designate the subject property at 35 Main Street under Part IV of the Ontario Heritage Act as per the Notice of Objection dated February 12, 2025;

And that Council adopts By-laws 25-31 to 25-37, inclusive, to designate, 48 Main Street, 74 Main Street, 76 Main Street, 174 Main Street, 180 Main Street, 182 Main Street and 192 Main Street, respectively, in accordance with Part IV, Section 29 of the Ontario Heritage Act, as listed on the April 10, 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.

Carried

9.4 PD2025-10 County of Wellington Official Plan Review - 2024 Rural Residential Growth Analysis

Amendment: Moved By Councillor Cheyne Seconded By Councillor Brennan

That the motion be amended to endorse promoting Additional Residential Units (ARUs) to accommodate the additional units required to achieve the 2051 rural growth forecast.

Carried

Resolution # 25-71

Moved By Councillor Aylard Seconded By Councillor Cheyne

That Council hereby receives report number PD2025-10 "County of Wellington Official Plan Review - 2024 Rural Residential Growth Analysis" for information;

And that Council endorses promoting Additional Residential Units (ARUs) to accommodate the additional units required to achieve the 2051 rural growth forecast.

Carried

10. Correspondence

10.1 2025 Activity List

Resolution # 25-72

Moved By Councillor Brennan Seconded By Councillor Aylard

That Council receives the Activity List for information.

Carried

11. Closed Session

Resolution # 25-73

Moved By Councillor Cheyne Seconded By Councillor Ryan

That Council proceeds into a closed session at the hour of 5:27 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; with respect to an Ontario Land Tribunal matter. Carried

12. Return from Closed Session

12.1 Motion to Reconvene

Resolution # 25-74

Moved By Councillor Brennan Seconded By Councillor Aylard

That the meeting be reconvened into open session at the hour of 5:57 PM.

Carried

12.2 Report Out

Resolution # 25-75

Moved By Councillor Ryan Seconded By Councillor Cheyne

That the verbal report be received for information.

Carried

Carried

13. By-Laws

Resolution # 25-76

Moved By Councillor Ryan Seconded By Councillor Brennan

That the By-Laws numbered 25-31 to 25-38, inclusive, are hereby passed.

14. Notice of Motion

None.

15. Adjournment

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 5:58 PM.

Mayor Michael Dehn

Town Clerk Nina Lecic

Parks, Recreation and Trails Advisory Committee Update



2024 Review & 2025 Priorities















Patrick D'Almada, MPA

Retired Director of Parks, Recreation and Culture

Introduction



Life Member, Royal Lifesaving Society Commonwealth Queen Elizabeth, II, Buckingham Palace



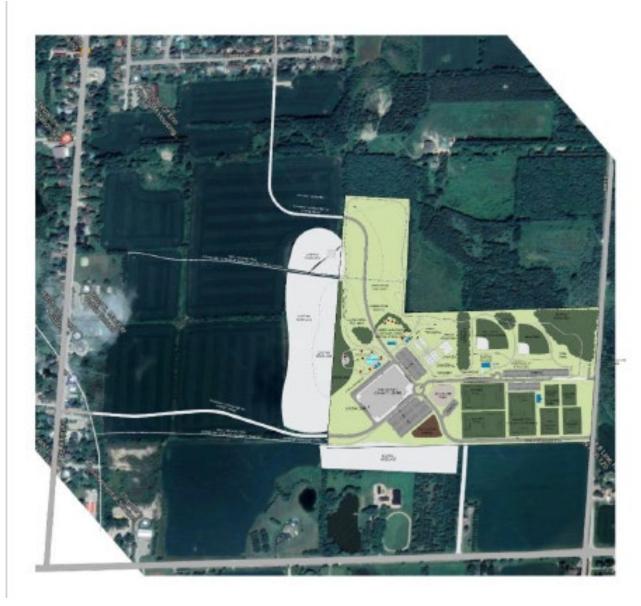
Multi-use Facility Feasibility Study - Erin







Multi-use Facility Feasibility Study - Erin





Setting the context

- Committee was initially unfocused and lacked clear priorities.
- Staff indicated that if the committee was to function, we needed to take initiative.
- Community groups voiced concerns about the state of facilities and Town processes.



Committee Membership

- Recruited representatives from local community groups.
- Currently 10 dedicated volunteers + 1 alternate.
- Councillor Ryan has been a champion and strong asset
- Vice Chair Rob has also been a strong advocate for trails
- Receiving excellent support from new staff leadership.



Committee Membership

- Councillor Bridget Ryan
- Chair Patrick D'Almada
- Vice-Chair Rob Smith
- David DeForest
- Justyna Toeppner
- Val Bush
- Sidney Spear
- Bayne Upton
- Gissel Gonzalez
- Tea Baxtrom
- Alternate: Margaret Law



Foundation Building

- Conducted a comprehensive SWOT analysis.
- Priorities were identified and clarified through this process.
- Subcommittee structure established to help address operational issues.





Leadership Transitions

- Changes to Director of Infrastructure position.
- Acting CAO (Fire Chief) was a strong supporter in moving PRTAC forward
- New CAO and Director of Community Services hired.
- Positive shift in staff support and alignment with council.



Committee Activities

Delegations to the Committee:

- Credit Valley Conservation Authority
- Erin Chapter of the Tree Trust
- County of Wellington (Erin Grist Mill Library and Trails)
- Hillsburgh Snow Roamers
- VIMA 360
- Elora Cataract Trailway Association
- Hillsburgh Community Strides



Key Accomplishments

- Re-established the role and focus of the committee.
- Engaged in ongoing dialogue with local organizations.
- Supported community-driven concerns around parks, trails, and fields.
- Initiated trail mapping conversations, parks and facility assessments.
- Earth Day Support from Committee
 in collaboration with Rotary
- Tree Planting Participation (CVC & Rotary).





2025 Priorities

- Continue developing a clearly defined role and purpose for the committee.
- Provide input into future parks, trails and recreation facility developments.
- Contribute to the community consultation process.
- Advise on policies supporting recreational growth and sustainability.
- Tree Planting Event and Tree Trust Event.





Trails & Connectivity Focus

- Trail mapping, access, and ownership review.
- Agreements with landowners and partners.
- Focus on the reinstatement of Elora-Cataract Trail section (Hillsburgh to Erin).
- Plan to invite delegations from partners and stakeholders to collaborate.





Collaboration & Commitment

- Emphasis on transparent, community-first decision-making.
- Strengthening partnerships with staff, council, and regional bodies.
- Continued commitment from volunteer members.



Thank You

- Thank you for your continued support and partnership.
- We welcome ongoing dialogue with Council and the community to ensure parks, recreation, and trails meet current and future community needs.



Thank You

Questions?



Town of ErinERINTown of ErinCorporate Report

Department:	Corporate Services	Report Number: C2025-07
Business Unit:	Legislative Services	
Presented/ Prepared By:	Nina Lecic, Director of Legislative Services & Town Clerk	Meeting Date: 4/24/2025

Subject

Appointment of Alternate Municipal Law Enforcement Officers (MLEOs)

Recommendation

That report number C2025-07 "Appointment of Alternate Municipal Law Enforcement Officers (MLEOs)" be received for information;

And that By-law 25-39, to appoint alternate MLEOs, as listed on the April 24, 2025, agenda be approved;

And that Council hereby delegates the authority to appoint alternate MLEOs, for the purposes of coverage, to the Town Clerk in accordance with Council approval within the parameters of the annual budget.

Background

The Town appointed a full time MLEO in 2022. The Town does not currently employ alternate MLEOs to provide coverage during the MLEO's time away for work. The purpose of this report is to appoint alternate MLEOs to ensure consistent by-law enforcement coverage for time away/vacation time.

Discussion

Subsection 55(1) of the *Community Safety and Policing Act*, 2019 (the "Act"), as amended, authorizes municipalities to appoint persons to enforce the by-laws of the municipality, and subsection 55(2) of the Act designates Municipal Law Enforcement Officers as Peace Officers for the purpose of enforcing municipal by-laws.

The effective enforcement of by-laws often requires timely responses to by-law infractions. To ensure that the Town provides consistent enforcement services to residents, the appointment of alternate officers is recommended. Furthermore, should either of the alternate MLEOs be unavailable to provide coverage, delegated authority is recommended to the Town Clerk to appoint alternate MLEOs, within the parameters of the Council-approved municipal budget. Delegated authority will enable staff to efficiently ensure a consistent level of by-law enforcement in the community and is consistent with best municipal practice in many municipalities.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

The Financial impact of hiring two alternate By-law officers (for back up as required) to cover approximately three weeks throughout the balance of the year, would be \$4,578. When comparing the By-law Part Time Salary 2025 Budget to year-to-date actuals, the amount of \$4,578 is within the budget.

Attachments

None.

Nina Lecic

Director of Legislative Services & Town Clerk Rob Adams Chief Administrative Officer

Town of ErinERINTown of ErinCorporate Report

Department:	Chief Administrative Officer	Report Number: CAO2025-02	
Business Unit:	Communications	Meeting Date: 4/24/2024	
Presented/ Prepared By:	Chris Vernon, Senior Communications Officer	4/24/2024	

Subject

2025 Communications Update

Recommendation

That report number CAO2025-02 "2025 Communications Update" be received for information.

Background

The purpose of this report is to provide Council with a general update on the activities of the Communications Business Unit over the previous 14 months. The unit provided their last update to Council in March of 2024. Since that time, several new initiatives have been implemented such as Erin Engaged and this update will overview the status of projects carried forward from 2024 and approved in 2025.

Discussion

The unit was active in several areas such as data and analytics for the Town's social channels and website, community events, modernization, and implementation of strategic priorities. Further, the appended presentation (Appendix A) will address communications challenges and opportunities as well as future trends.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

The 2025 Communications budget included a total of \$69,500 for operating expense with \$17,439 expensed by March 31, 2025. The capital budget included \$80,000 for website design with procurement currently in progress.

Conclusion

To conclude, staff are confident that recent investments in the unit, including Erin Engaged, Discover Erin Magazine, and website enhancements currently in development, will continue to improve service delivery to residents and increase citizen engagement.

Attachments

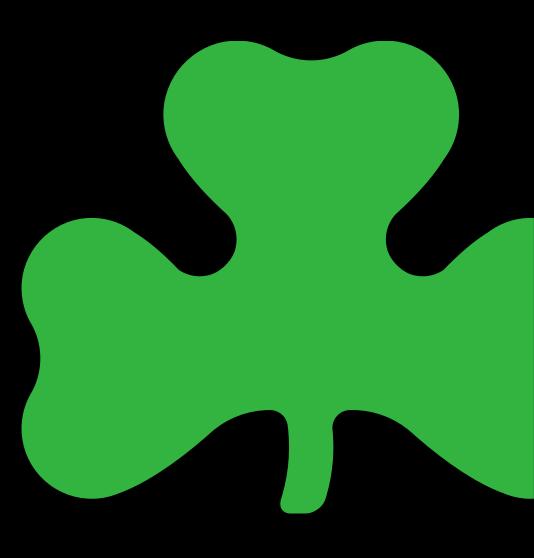
Appendix A – Communications Presentation

Chris Vernon Senior Communications Officer

Rob Adams Chief Administrative Officer

Communications 2025 Overview





Erin Channels

WEBSITES

• Erin.ca

- (main website)
- Erin Engaged (Social Pinpoint)
- Discover Erin (ECDEV/Tourism)
- LinkedIn

(Corporate/HR)

SOCIAL MEDIA

- Facebook
- X (Formerly Twitter)
- Instagram
- LinkedIn
- YouTube

NEWSLETTER (Subscription-based, Constant Contact)

- Erin Connection
- Emergency Alerts
- Biz Connections
- Building Connections
- Events
- <u>Alerts</u>



Town Events

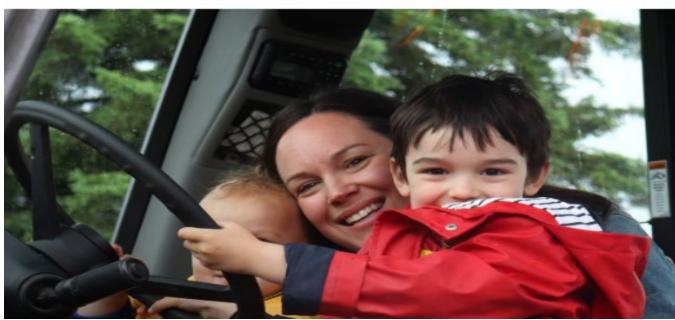




Touch-a-Truck









Shamrock Awards





Canada Day



Various PICs and Open Houses (wastewater)





The Transformation





Kitchener-Waterloo

Town of Erin gets 'government secrecy' award after town officials refuse interviews

Town officials refuse interviews and Freedom of Information requests, award alleges

Paula Duhatschek · CBC News · Posted: Feb 25, 2020 5:02 AM EST | Last Updated: February 25, 2020



Town Of Erin

https://www.erin.ca>newsroom>news-releases>result...

Results from Erin's Strategic Planning Monopoly Night ...

Results from Erin's Strategic Planning Monopoly Night Exercise Now Available · Develop a 10-year improvement plan to rehabilitate or replace aging bridges and ...

Orangeville.com

https://www.orangeville.com > News

Results from the Town of Erin's Monopoly night are in

Nov 4, 2024 — Results from Erin's Monopoly night revealed top 10 community projects focused on green initiatives, infrastructure improvements, and senior ...



Orangeville.com

https://www.orangeville.com > News

Erin Township hosts Monopoly Night to gather community ...

Oct 6, 2024 — The township invites residents to an interactive Monopoly Night from 4 to 8 p.m. on Oct. 9 at the Erin Legion on Dundas Street to provide input ...



Instagram · townoferin 10+ likes · 6 months ago

Erin Invites Residents to 'Monopoly Night' Open House Oct. 9

... Monopoly Night," on Oct. 9 from 4 p.m. to 8 p.m. at the Erin Legion. This engaging event will allow residents to play a fun, version of Monopoly ...



To this

...and even this!



Current Projects



Search ERIN

X

88

Recreation

Council

EMERGENCY ALERTS

Q

ERIN ENGAGED

COMMUNITY CALENDAR

Notice

11

Your Property

Crews have shut off water on Water Street to conduct service on a watermain. Residents in the Waterford, Hillview and Lions Park area may experience service disruptions.

Permits &

Licenses



Accessibility





Breaking Down The Data – What does it tell us?



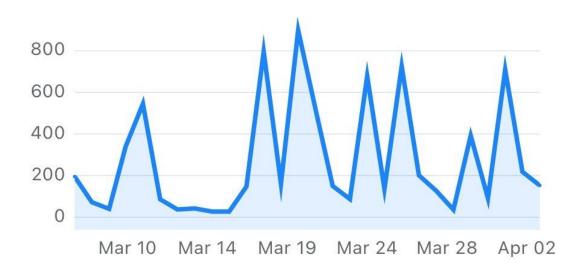
Followers



January 2024 646 LIKES January 2025 955 1,475

7,496 Engagement 📀

+13.9% from previous 28 days



1,472 Total followers 🕖

+4.9% from previous 90 days



Followers



2,410

increased by 114% in the last 28 days

Views

m

21.6K

↑ 114%

Content in...

↑ 99.4%



NEWSLETTER (Constant Contact)

Subscribed

2,181

The number of contacts who subscribed to receive your emails. New subscribers (30 days)

13 ↑

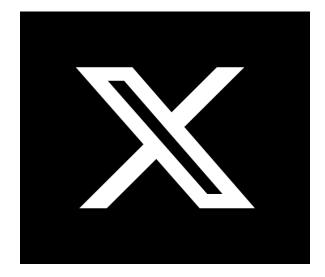
The number of your subscribers that were added in the last 30 days. Subscriber growth (30 days)

1%↑

Percentage of subscriber growth over the last 30 days.









Followers 1,593

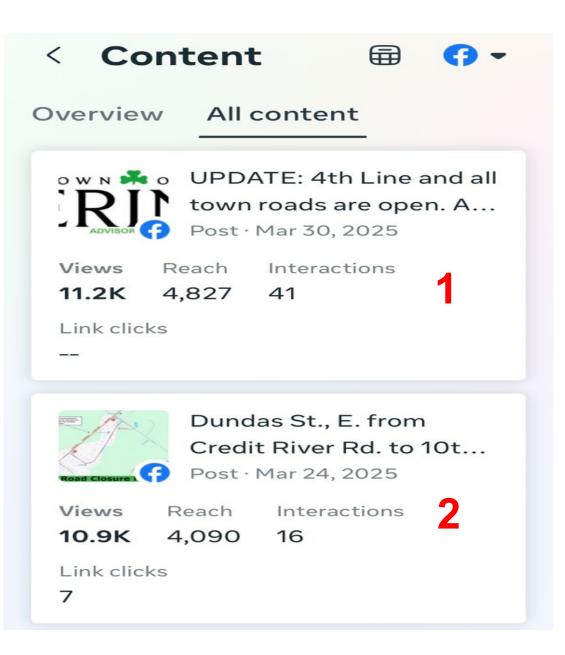
Followers

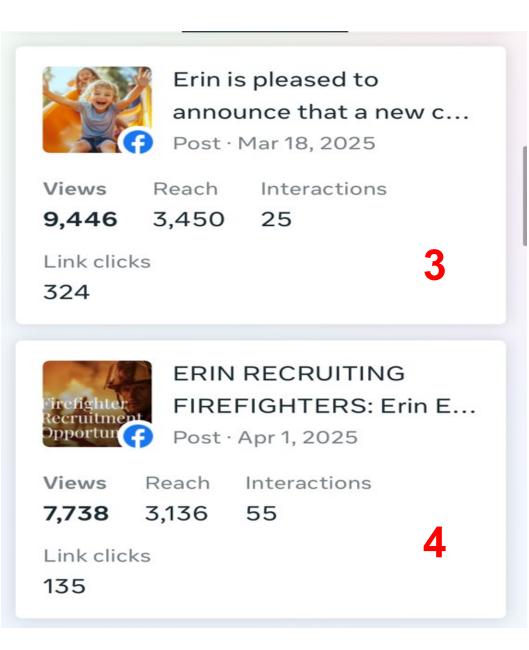
Demographics

Age and gender 🛛		Top locations 🛛		
 74% Women 26% Men 		Countries Cities		
35-44	29.7%	Erin, ON, Canada	51.6%	
Others	26.5%	Orangeville, ON, Canada	4.6%	
45-54	23.8%	Guelph, ON, Canada	3.3%	
55-64	20.0%	Brampton, ON, Canada	3.2%	



Top Content Last 90 Days (Reach)









First Project Launched Aug. 2024

programs.

8 Projects To Date

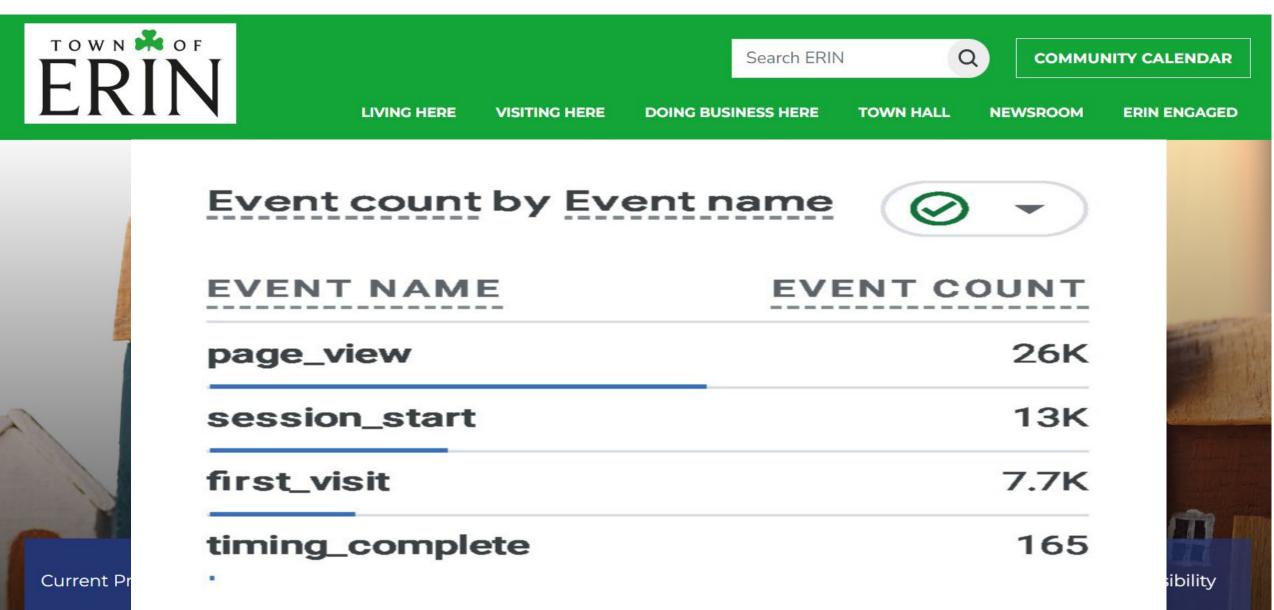
5,500 Visitors **To Date**

Views by Screen Class (March 12 to April 8)

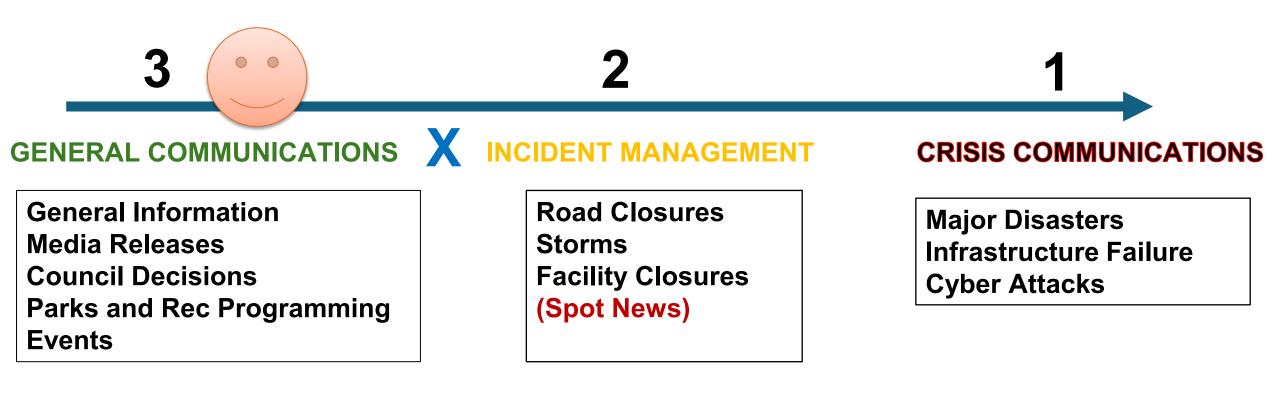
			Search ERIN	1 Q	сомминит
		VISITING HERE	DOING BUSINESS HERE	TOWN HALL	NEWSROOM E
Views by	Page title and	d screer	class		Ø -
PAGE TITL	E AND SCREE	N CLASS			VIEWS
Town of Eri	n Town Of Erin	L. C.			3.2K
Employmen	t Town Of Erin	1			1.9K
Search To	wn Of Erin				980
Meetings &	Agendas Tow	n Of Erin			537
Customer S	ervice Represe	entative	Г		514
– Taxes Tow	n Of Erin				501
Customer S	ervice Represe	entative -	P		488



26K Pageviews (March 12 to April 8) - 3K increase YOY

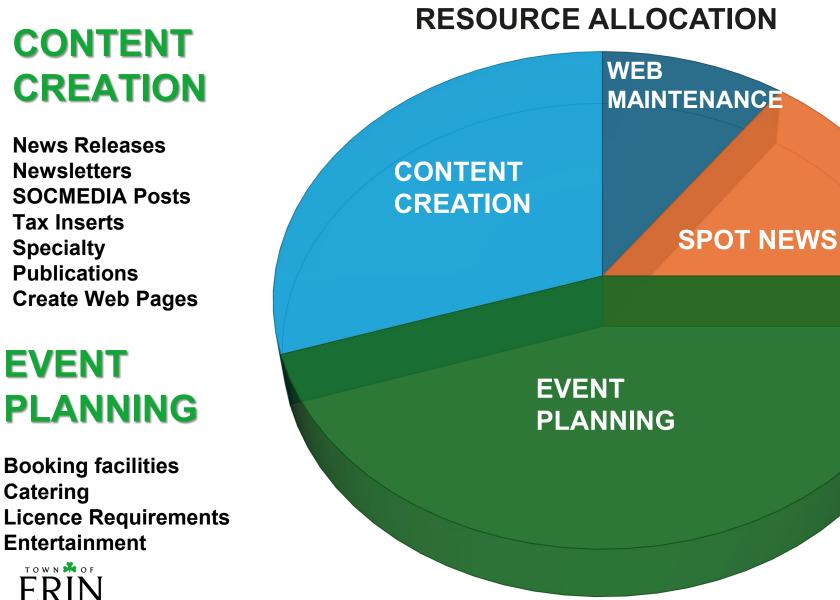


Communications Zone Priorities (BUCKETS)





Communications Overview



WEB MAINTENANCE

Updating Forms Posting Public Notices Fixing Dead Links Building New Pages

SPOT NEWS

Emergency/Critical Posts Broken Watermains Road Closures Natural Disasters

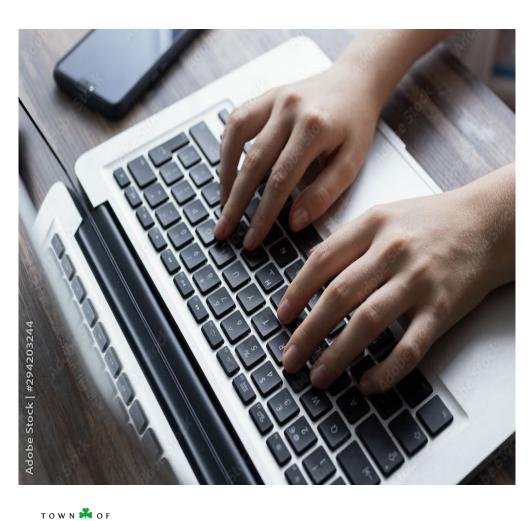
48

2025 Budgeted Priorities

RELAUNCH WEBSITE ENHANCED CANADA DAY PUBLISH ERIN MAGAZINE	MULTI-DEPARTMENTAL MULTI-DEPARTMENTAL ECDEV/COMMS	UNDERWAY UNDERWAY MAY
NEW RESIDENT OPEN HOUSES	MULTI-DEPARTMENTAL	UNDERWAY – Q2
CREATE A COMMS POLICY	CONSULTANT/COMMS	UNDERWAY – Q3
STAFF MEDIA TRAINING	CONSULTANT/COMMS	UNDERWAY – Q2
LECTURE SERIES	COMMS	UNDERWAY – Q2
UPDATE LOGO (forms/displays)	COMMS	UNDERWAY



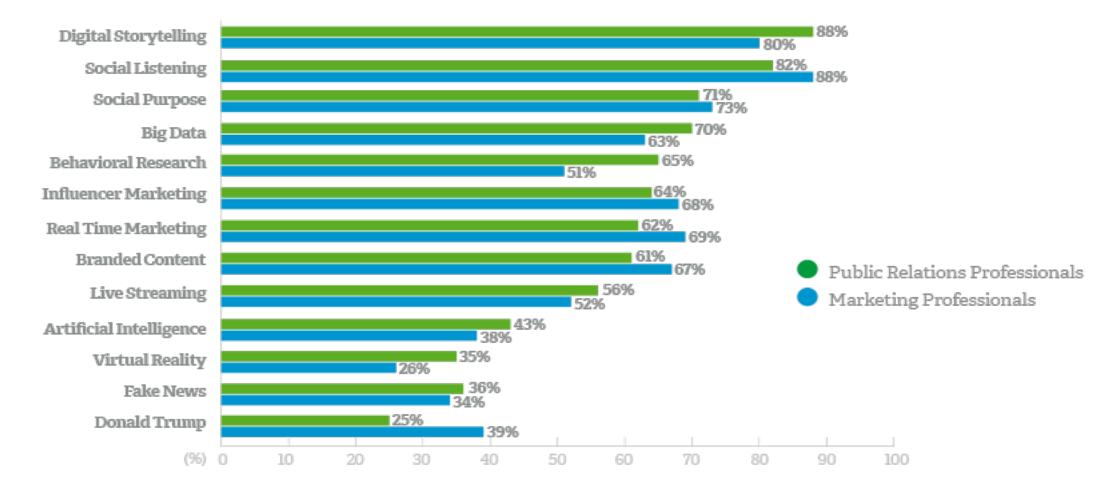
Other Non-budgetary Initiatives



- Create Comms Plans for both Strat Plan and EWTP Opening
- Host a Photo Contest
- Expand Art in Hall (Downstairs)
- Expand print product offerings brochures, guides, directories
- Explore Creation of Sponsorship Agreement
- Host media tour of EWTP

Future Trends

Figure 2. Important Trends Impacting the Future of Public Relations



Source: Global Communication Report







Town of ErinERINTown of ErinCorporate Report

Department:	Chief Administrative Officer	Report Number: CAO2025-03
Presented/ Prepared By:	Rob Adams, Chief Administrative Officer	Meeting Date: 4/24/2025

Subject

Town of Erin Corporate Strategic Plan – 2025 and Beyond

Recommendation

That report number CAO2025-03 "Town of Erin Corporate Strategic Plan – 2025 and Beyond" be received for information;

And that Council approves the Town of Erin Corporate Strategic Plan – 2025 and Beyond as presented in Appendix A;

And that Council directs staff to implement the actions identified within the Corporate Strategic Plan by presenting the required budget annually and developing work plans accordingly.

Highlights

The Corporate Strategic Plan focuses on key values including accountability, transparency, integrity, inclusivity, sustainability, and innovation. It prioritizes infrastructure and finance, environmental stewardship, community vitality, good governance, and economic development.

Background

The Town of Erin has developed a comprehensive Corporate Strategic Plan (Appendix A) that aligns with its values and priorities. The plan serves as a roadmap for future development, governance, and municipal service delivery.

Discussion

The strategic plan emphasizes good governance and organizational management, aiming to make Erin a leader in municipal excellence. It also highlights environmental stewardship, finance and economic development as key areas for future growth.

Financial Impact

The financial impact of the strategic plan will be assessed annually through budget presentations, ensuring that resources are allocated effectively to achieve the identified priorities.

Conclusion

The Town of Erin's Corporate Strategic Plan is a visionary framework that underscores our dedication to good governance, sustainability, community vitality, and economic development. This plan provides a definitive roadmap for responsible decision-making, efficient service delivery, and proactive investment in infrastructure and environmental stewardship.

By implementing the strategic priorities outlined in this report—Infrastructure and Finance, Environmental Stewardship, Community Vitality, Good Governance and Organizational Management, and Economic Development—the Town of Erin will enhance its capacity to deliver high-quality services while ensuring long-term financial and environmental sustainability.

At the core of this strategy are the principles of accountability, transparency, integrity, inclusivity, and innovation. By fostering a collaborative approach among council, staff, businesses, and residents, the Town will cultivate a resilient and thriving community. Regular progress reports, budget allocations, and work plans will be crucial in measuring the success of these strategic initiatives.

Attachments

Appendix A – Town of Erin Corporate Strategic Plan – 2025 and Beyond

Rob Adams

Chief Administrative Officer



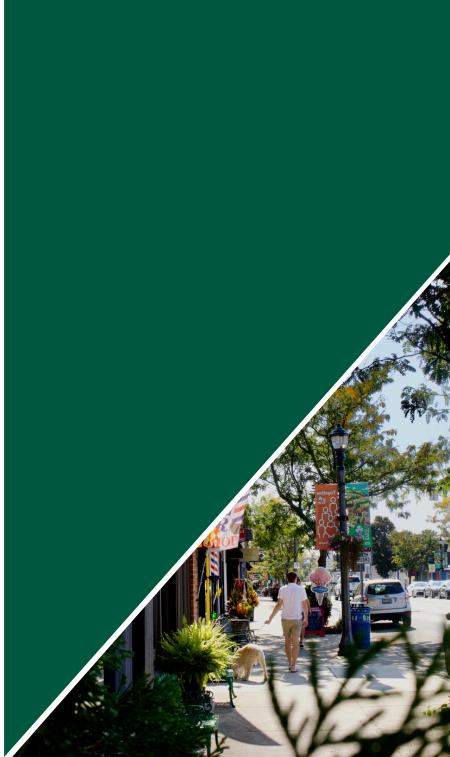
TOWN OF ERIN Corporate Strategic Plan

2025 AND BEYOND

TOWN OF ERIN

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WELCOME TO THE TOWN OF ERIN

Located in the heart of Wellington County, the Town of Erin is a community defined by its natural beauty, historic charm, and strong sense of connection. With its scenic landscapes, thriving local businesses, and proximity to major urban centres like the Greater Toronto Area, Erin offers the perfect balance between small-town and vibrant living.

As our Town continues to grow, we remain committed to preserving what makes Erin special while shaping a sustainable and thriving future for generations to come. This Strategic Plan is our roadmap — a guide to ensuring that growth is thoughtful, responsible, and aligned with the values of our community. Grounded in Infrastructure and Finance, Environmental Stewardship, Community Vitality, Good Governance & Organizational Management, and Economic Development, this plan provides a framework for decision-making and action over the coming years.

Developed with input from residents, businesses, and stakeholders, this plan is a testament to Erin's collaborative spirit. This plan ensures we continue fostering a connected, resilient, and forward-thinking community while maintaining the natural landscapes and heritage that defines our town.

A strong strategic plan is essential for guiding progress in a way that reflects the needs and aspirations of the community. It allows us to set priorities, allocate resources effectively, and measure success as we work toward a shared future. With this plan, Erin is well-positioned to embrace opportunities, navigate challenges, and ensure a high-quality of life for current and future generations.

A MESSAGE FROM THE MAYOR

The Town of Erin is a community with a rich history, strong values, and a bright future. As we grow and evolve, we remain committed to the values that make our community such a special place to live, work, and visit. This Strategic Plan reflects our collective vision for the future — one that honours our heritage while embracing new opportunities.

I want to thank everyone who took the time to share their thoughts, ideas, and perspectives throughout this process. Your engagement has helped shape a plan that truly reflects the needs and aspirations of our community. It will guide our decision-making, helping us invest in the right areas to support sustainability, economic growth, and community well-being.

On behalf of Council, I look forward to working together to bring this vision to life. The future of Erin is bright, and with thoughtful planning and collaboration, we will continue to build a strong, vibrant, and resilient community.

Michael Dehn Mayor, Town of Erin

A MESSAGE FROM THE CAO

A strategic plan is more than a document — it is a commitment to action. This plan provides a clear path forward, ensuring that our priorities align with the needs of our growing community. By focusing on key areas such as infrastructure, community vitality, governance, economic development, and environmental stewardship, we are setting the foundation for Erin's continued success.

As we implement this plan, our focus will remain on delivering high-quality services, strengthening community connections, and managing growth in a fiscally responsible and sustainable way. Our team at the Town is dedicated to making this vision a reality, and we are excited to take the next steps.

Thank you for your continued support and engagement. We look forward to working together to build a thriving future for Erin.

Rob Adams Chief Administrative Officer, Town of Erin

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A MESSAGE FROM COUNCIL

The Town of Erin's Strategic Plan reflects our shared vision for a green and thriving future. Through collaboration with residents, businesses, and community partners, we have designed a plan that builds on our strengths and provides a vision for the future of our community.

We want to thank everyone who contributed their ideas and the Town staff for turning our aspirations into action. This plan is a collective effort that will guide our growth while preserving our heritage, supporting local businesses, and protecting our natural environment. Together, we will shape Erin's future — our home, our community, our future.

Sincerely, The Council of the Town of Erin



From left to right: Mayor Michael Dehn, Councillor Cathy Aylard, Councillor John Brennan, Councillor Bridget Ryan, Councillor Jamie Cheyne.

UNDERSTANDING ERIN'S STRATEGIC PLAN

What is a Strategic Plan?

A Strategic Plan is a guiding document that helps shape the future of our community. It outlines key priorities, goals, and actions to ensure Erin continues to grow in a way that reflects our values and aspirations. This plan serves as a roadmap for decision-making, ensuring that investments, policies, and services align with a shared vision for our Town's future.

Why Does It Matter?

A Strategic Plan helps the Town of Erin:

- Make informed decisions by focusing on long-term priorities.
- Manage growth responsibly while preserving what makes Erin special.
- Invest strategically in infrastructure, services, and community initiatives.
- Support environmental sustainability and economic prosperity.
- Enhance community well-being by fostering connections and engagement.

How Is It Used?

Council and Town staff will use this plan to guide policies, programs, and budgets. It ensures resources are used effectively while allowing flexibility to adapt to new opportunities. Most importantly, it keeps Erin moving forward in a way that reflects the needs of our community.



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UNDERSTANDING ERIN'S STRATEGIC PLAN

Vision – The long-term aspiration that guides the community's future.

Mission – The purpose of the municipality and how it aims to serve the community.

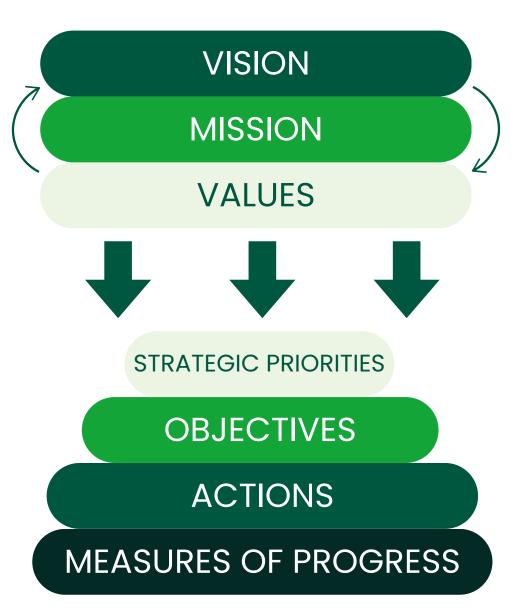
Values – The core principles that shape decision-making and actions.

Strategic Priorities – The key focus areas that drive the plan's priorities.

Objectives – The specific goals within each pillar that define success.

Actions – The steps taken to achieve each objective.

Measures of Progress – How success is tracked and evaluated over time.



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THE PROCESS

Our approach began with an in-depth assessment of the current state of the Town of Erin, followed by internal workshops to gather insights from staff and Council. We then developed an outline of the strategy, engaging the broader community through surveys, focus groups and an open house to ensure all voices were heard. Based on this extensive feedback, we refined and finalized our strategy, ready for implementation. This integrative process culminates with a health check to evaluate the effectiveness of our initiatives, ensuring our actions align with the Town's long-term vision and goals.

1. **Project Initiation and Current State Assessment** Conducted a detailed review of Erin, including an analysis of local conditions and gathered relevant information and resources.

- 2. **Internal Engagement** Held workshops with staff and Council to gather insights and perspectives.
- 3. **Planning and Strategy Development** Developed an outline of the strategy, detailing objectives and aligning with key goals.
- External Engagement Engaged with the community through surveys and open houses to gather external perspectives and ensure broad-based support.
- 5. **Refinement and Finalization** Refined the strategy based on feedback and analysis, ensuring all elements align with the overall objectives.
- 6. **Implementation** Ongoing execution of the finalized strategy, ensuring all actions align with the set goals and milestones.
- 7. **Health Check** Conduct a thorough evaluation of the implemented strategy to identify strengths and areas for improvement.



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THE PROCESS - KEY DATES

Council Workshop #1: Draft Mission, Vision, Values, Key Priorities May 1st, 2024

Council Workshop #2: Development of Draft Strategic Plan June 26th, 2024

> Community Survey and Engagement August - October 2024

> > Focus Groups #1 and #2 September 24th, 2024

Community Open House and Monopoly Night October 9th, 2024

Presentation of Draft Strategic Plan to Council April 2025

Strategic Plan Launched and Actioned April 2025

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COMMUNITY ENGAGEMENT

2.3



TOWN OF ERIN

The Town of Erin's Strategic Plan is the result of a collaborative process designed to reflect the community's shared vision, mission, values, and priorities. Council and Town staff engaged with residents, businesses and community groups to ensure the plan aligns with the diverse needs and aspirations of the community.

To maximize participation, both online and in-person engagement opportunities were offered using interactive and innovative tools. Key activities included:

- Online Survey and Fund It Monopoly Tool Over five weeks, residents participated in an online survey featuring the interactive "Fund It Monopoly" tool, where they allocated virtual dollars to the initiatives they valued most. This provided valuable insights into community priorities.
- Open House Monopoly Night At this in-person event, attendees allocated \$5 million in Monopoly money to strategic projects, engaged with Council and staff, and shared feedback through an open idea board.
- Focus Groups Local organizations and community leaders provided in-depth feedback, ensuring the plan reflects a broad range of perspectives.

This engagement process helped shape a Strategic Plan that is both visionary and practical, rooted in what matters most to the people of Erin and designed to guide the Town's future.

Thank you to everyone who participated!

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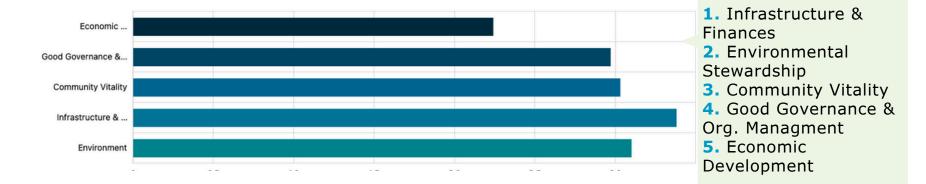
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COMMUNITY ENGAGEMENT



Online survey tools: **117** participants Monopoly Night: **45** participants Focus groups: **25** participants 77% responded positively to the Community Mission, Vision & Values, and all participation provided insightful feedback that shaped the final plan.







This word map reflects the priorities, ideas, and values shared throughout the engagement process.



STRATEGIC PLAN EXECUTIVE SUMMARY

A welcom	ing community, rooted	VISION in historic charm while	e embracing a dynamic	tomorrow	
Enhancing cor	nmunity well-being by	MISSION fostering a connected	community with a susta	ainable future	
VALUES Accountability - Transparency - Integrity - Sustainability - Inclusivity - Innovation					
STRATEGIC PRIORITY PILLARS					
Infrastructure & Finances Goal: Build and sustain robust infrastructure through strategic development, modernization, and financial planning	Environmental Stewardship Goal: Champion a prosperous environment through impactful sustainability and unwavering commitment to natural preservation	Community Vitality Goal: Cultivate a thriving, inclusive community with dynamic events, improved accessibility, and top-tier amenities	Good Governance & Organizational Management Goal: Be a leader in rural municipal excellence through innovative and effective governance	Economic Development Goal: Stimulate robust economic development and investment opportunities	
5 Objectives	3 Objectives	5 Objectives	5 Objectives	4 Objectives	
19 Actions	12 Actions	17 Actions	19 Actions	13 Actions	

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TOWN OF ERIN



VISION

A welcoming community, rooted in historic charm while embracing a green and dynamic tomorrow.

MISSION

Enhancing community well-being by fostering a connected community with a sustainable future.

OUR FOCUS

To retain our heritage and agricultural roots. To be a sustainable, green town.

To remain a charming, welcoming community.

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.



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STRATEGIC
PRIORITIES

INFRASTRUCTURE AND FINANCE

ENVIRONMENTAL STEWARDSHIP

COMMUNITY VITALITY

GOOD GOVERNANCE AND ORGANIZATIONAL MANAGEMENT

ECONOMIC DEVELOPMENT



INFRASTRUCTURE AND FINANCE

Goal: Build and sustain robust infrastructure through strategic development, modernization, and financial planning.

INFRASTRUCTURE AND FINANCE

Objective	Actions	Performance Measures
1.1 Wastewater and Water Infrastructure Plan	1.1.1 Identify connection priorities through septic inspection monitoring to gather condition data.	Inspection data gathered and healthy septic systems maintained.
Ensure safe, reliable, and sustainable water systems to better serve residents, support new housing, and	1.1.2 Develop a progressive plan for connecting current businesses and residents to water and wastewater treatment infrastructure.	A phased connection plan in place and being implemented.
accommodate growth - while protecting our neighbourhoods and environment for	1.1.3 Achieve full wastewater servicing for existing residential, commercial, and industrial properties to protect the environment.	Full wastewater servicing achieved.
generations to come.	1.1.4 Seek grant funding opportunities to build wastewater connection infrastructure.	Grant funding approved to increase the number of properties connected to wastewater treatment services.
	1.1.5 Upgrade and modernize the drinking water infrastructure system, including new wells, a delivery system and installing new digital water meters with advanced readers and communication.	Faster, more reliable water service delivery with revenue to support a sustainable water service.
	1.1.6 Complete the water, wastewater recovery facility and linear works infrastructure projects.	Operationalize the water, wastewater recovery facility and linear works.



INFRASTRUCTURE AND FINANCE

Objective	Actions	Performance Measures
1.2 Asset Management Plan Keep our community's infrastructure safe and reliable. Maintain, upgrade, and replace essential services in a way that's sustainable, cost-effective, and meets the needs of residents today and in the future.	1.2.1 Conduct a lifecycle assessment of existing physical inventory and assets, utilizing GIS mapping and asset management planning.	Lifecycle assessment completed.
	1.2.2 Conduct a road needs study to prioritize repairs, paving, and improvements based on current condition and future demands.	Building the roads needs study results into the long-term budget plan to achieve high resident satisfaction with road conditions and improvements.
	1.2.3 Implement GIS software for road network management and establish a new condition/upgrade procedure.	GIS road network software in place.
	1.2.4 Develop a 10-year improvement plan to rehabilitate or replace aging bridges and culverts.	Achieve higher Bridge Condition Index (BCI) scores.
	1.2.5 Implement recommendations from bi- annual Ontario Structure Inspection Manual (OSIM) reports.	Recommendations completed.
	1.2.6 Develop and maintain an Asset Management Plan that captures future infrastructure requirements.	The budget and asset management plan are in place to ensure asset replacement happens annually in a timely fashion.

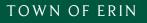
INFRASTRUCTURE AND FINANCE

Objective	Actions	Performance Measures
1.3 Fire Master Plan Keep our community safe by reducing fire risks and	1.3.1 Maintain our fire fleet balancing NFPA standards and budget considerations.	Fire fleet maintained.
ensuring a quick, effective response when emergencies happen. Through prevention, preparedness, and recovery efforts, we will	1.3.2 Investigate fire hall options based on future growth.	Fire Hall options report to Council for consideration.
protect people, homes, businesses, and our environment so everyone can feel secure.	1.3.3 Continue to train & develop fire department staff and volunteers.	Ongoing training and development in place.
1.4 Transportation Master Plan Make it easier and safer for everyone to get around our community - whether by car, agricultural vehicle, bike, or on foot. By planning, improving, and expanding our roads, sidewalks, and active transportation options, we will ensure a connected and accessible future for all residents.	1.4.1 Develop a Transportation Master Plan, including a detailed traffic plan and active transportation plan to address future growth.	Master Plan completed to accommodate future traffic needs for residential and industrial growth.

INFRASTRUCTURE AND FINANCE

Objective	Actions	Performance Measures
1.5 Budget & 10-year forecast Keep our community financially strong to ensure essential services are delivered now and in the future. By planning ahead with a 10-year capital forecast, we will make investments in infrastructure and services that support the well-being of residents and the long- term growth of our community.	1.5.1 Develop long-term, sustainable budget projections with detailed capital and operating budgets.	Long-term financial strategy completed. Improved public, staff and Council understanding of the budget.
	1.5.2 Create a comprehensive funding plan by leveraging marketing to attract partnerships, sponsorships, and grants.	Accurate forecasting of potential funding sources to support the Town's budget and development costs.
	1.5.3 Transition to service-based budget which is aligned with our strategic priorities.	Service-based budget completed.







ENVIRONMENTAL STEWARDSHIP

Goal: Green Erin: Champion a prosperous environment through impactful sustainability and an unwavering commitment to natural preservation.

ENVIRONMENTAL STEWARDSHIP

Objective	Actions	Performance Measures
2.1 Climate Change Adaptation Strategy Take action to protect our community from the impacts of climate change while creating new opportunities to build a greener, more resilient future. By preparing for challenges and investing in sustainable solutions, we will work to keep our neighbourhoods safe, healthy, and thriving for generations to come.	2.1.1 Implement pollution reduction initiatives and improve air quality by electrifying the municipal fleet.	Municipal electric fleet in place.
	2.1.2 Develop economic drivers that support a circular green economy and climate-resilient buildings.	Enhanced community well-being and resilience through circular economy initiatives and climate-resilient buildings.
	2.1.3 Launch a community education campaign on circular economies, sustainable development, and green initiatives.	Education program launched.
	2.1.4 Boost community participation in conservation efforts and environmental activities.	Increased public understanding and adoption of green practices and projects.
	2.1.5 Develop & showcase green projects such as solar parks and local circular economy systems.	Green projects showcased to community.
	2.1.6 Establish a tree planting program and investigate a tree protection by-law. Replenish tree canopy lost to development and conduct a comprehensive tree inventory to guide protection efforts.	Increased tree planting resulting in net gain in tree canopy coverage.
	2.1.7 Negotiate agreements with pit operators for cost-free repurposing of old pits.	Pit agreements completed.

ENVIRONMENTAL STEWARDSHIP

Objective	Actions	Performance Measures
2.1 Climate Change Adaptation Strategy Take action to protect our community from the impacts of climate change while creating new opportunities to build a greener, more resilient	2.1.8 Promote the benefits and opportunities of adopting Sustainable Development and Green Initiative (SDGIs) to local businesses.	A higher number of businesses implementing sustainable development and green initiatives.
	2.1.9 Establish EV charging locations and create a budget plan for implementation.	EV charging stations installed leading to expanded opportunities for sustainable transportation.
future. By preparing for challenges and investing in sustainable solutions, we will keep our neighbourhoods safe, healthy, and thriving for generations to come.	2.1.10 Develop a Green Charter and Green Community Standards.	Green Charter and Green Community Standards in place.
2.2 Green Building Standards Encourage sustainable, resilient development to	2.2.1 Work with Wellington County and the development industry to establish Green Development Standards for all new developments.	Increased integration of green spaces and green building standards in the community.
create a healthier and more energy-efficient community. By promoting Green Building Standards, we will ensure new buildings are environmentally friendly, cost-effective, and built to support the well-being of residents now and in the future.	2.2.2 Promote the benefits and opportunities of adopting Sustainable Development and Green Initiatives (SDGIs) to local businesses using incentives.	A higher number of businesses implementing sustainable development and green initiatives as a result of incentives.



COMMUNITY VITALITY

Goal: Cultivate a thriving, inclusive community with dynamic events, improved accessibility, and top-tier amenities.

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COMMUNITY VITALITY

Objective	Actions	Performance Measures
3.1 Recreation Master Plan and Recreation Programming	3.1.1 Upgrades and improvements for existing facilities.	Upgrades of facilities completed.
Create and maintain parks, recreation facilities, and programs that bring our	3.1.2 Increase green space parkland playgrounds per capita.	Recreation strategy identifies new parks and playgrounds.
community together. By planning and developing spaces that reflect residents' needs and interests, we will ensure everyone has access to enjoyable, active, and inclusive recreational opportunities.	3.1.3 Plan and execute the launch and construction of the new multi-plex community centre.	Feasibility Study conducted Comprehensive financing plan completed Construction of multi-plex community centre completed.
	3.1.4 Renovate the theatre and develop programming.	Theatre renovation completed and new programming in place.
	3.1.5 Partner with community groups, service organizations and valued volunteers to deliver a variety of programs.	Increased community engagement through partnerships.

COMMUNITY VITALITY

Objective	Actions	Performance Measures
3.2 Cultural and Heritage Plan	3.2.1 Further heritage designations.	New designations in place.
Celebrate and preserve our community's culture and heritage to enrich local life	3.2.2 Update architectural and environment design guidelines for new builds.	Design guidelines updated.
and support economic growth. By protecting historic sites, promoting cultural events, and	3.2.3 Develop and implement unique and diverse community events, promoting inclusivity for the emerging demographic.	Enhanced community inclusivity and positive feedback on festival and event diversity.
showcasing our unique identity, we will strengthen community pride and create new opportunities for residents and businesses alike.	3.2.4 Maintain a community calendar to promote all service organizations and Town of Erin events.	Greater visibility and recognition of Erin as a vibrant, tourist-friendly destination.
	3.2.5 Promote local food and agriculture by partnering with the farmers market and local producers.	Partnership in place.
3.3 Equity, Diversity and Inclusion Plan Foster a welcoming and inclusive environment for all residents, ensuring equitable access to services and opportunities and promoting respect for diversity.	3.3.1 Enhance the accessibility of municipal facilities, including services, programs, ramps and AODA compliance.	Design guidelines completed. Budget and complete accessibility projects.
	3.3.2 Create a Community Diversity, Equity and Inclusion Strategy.	Community Diversity, Equity and Inclusion strategy completed.

COMMUNITY VITALITY

Objective	Actions	Performance Measures
3.4 Community Safety Plan	3.4.1 Partner with Safe Communities Wellington to develop a Community Safety Plan.	Partnership and Community Safety Plan completed.
Create a safer, healthier		
place by preventing issues before they arise, providing support when needed, and responding effectively. We will work together with our community partners to make our community safe.	3.4.2 Ensuring compliance with municipal by- laws through education, online reporting, investigation coordination and ultimately prosecution.	Compliance activity improving.
3.5 Trails Master Plan Work to create a	3.5.1 Develop and expand trails to connect community areas and green spaces.	Better connections between community areas and green spaces.
connected, accessible, and sustainable trail system that makes it easier for residents to walk, bike, and enjoy the outdoors. By planning, funding, and maintaining trails, we're building a network that supports recreation, active transportation, and a healthier community for everyone.	3.5.2 Market the trail network to promote a healthy lifestyle and environmental stewardship.	Marketing plan for trails and environment completed.



GOOD GOVERNANCE AND ORGANIZATIONAL MANAGEMENT

Goal: Be a leader in rural municipal excellence through innovative and effective governance.

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GOOD GOVERNANCE AND ORGANIZATIONAL MANAGEMENT

Objective	Actions	Performance Measures
4.1 Customer Service Framework	4.1.1 Review staff levels to ensure optimal customer service and service delivery.	Increased customer satisfaction and service delivery with appropriate staff compliment.
Provide reliable, high-		
quality service to everyone with a framework that sets clear standards for how we interact with residents. We will ensure questions are answered, concerns are addressed, and we provide a positive experience.	4.1.2 Enhance Standard Operating Procedures (SOPs) and cross-training for all departments.	Streamlined business processes with SOPs in place.
	4.1.3 Utilize technology to digitize and automate internal systems and processes.	Paperless and automated office delivering effectively.
	4.1.4 Implement a Customer Relations Management (CRM) system and utilize performance-tracking metrics to enhance service delivery.	CRM system and performance tracking metrics implemented and enhanced service delivery achieved.
	4.1.5 Build and maintain proactive intergovernmental relationships and collaborative partnerships to improve service delivery and efficiency.	Increase participation in shared services, regular meetings with partners to enhance collaboration and service outcomes.
	4.1.6 Conduct annual customer service survey for feedback on municipal services.	Annual customer service surveys completed and feedback actioned.

GOOD GOVERNANCE AND ORGANIZATIONAL MANAGEMENT

Objective	Actions	Performance Measures
4.2 Human Resource Plan Provide the best support for residents through a	4.2.1 Enhance employee retention and attraction strategies through a solidified Employer Value Proposition (EVP) and employer branding to become an employer of choice.	Employee retention is high, and we are recognized as a top employer in the GTA through industry awards or employee surveys.
knowledgeable and committed workforce. Ensure we have the right	4.2.2 Implement policy changes to support a hybrid work environment.	Hybrid work plan in place resulting in higher levels of satisfaction and retention.
people, with the right skills, at the right time to deliver high-quality	4.2.3 Conduct a market review.	Market review completed and implemented.
Become an Employer of Choice.	4.2.4 Develop training that aligns with individual career plans.	Career plans are in place.
	4.2.5 Review the mandate and purpose of Town advisory committees to ensure alignment.	Review completed and actions implemented.
4.3 Technology Roadmap Invest in technology to make our services faster, more accurate, and easier to access. Use technology to streamline municipal operations, and ensure smart, efficient investments that benefit the entire community.	4.3.1 Undertake a municipal technology current state assessment and establish a Town technology roadmap. Implement new technology to modernize business tools to increase efficiency.	Intelligent strategy and technology road map completed and actions implemented to modernize, enhance efficiency and improve customer service delivery.
	4.3.2 Investigate and implement a new Enterprise Resource Program and financial software, including online payment and customer service options.	Enterprise Resource Program and financial software implemented.
	4.3.3 Implement records management technology system.	Records management technology system installed.

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GOOD GOVERNANCE AND ORGANIZATIONAL MANAGEMENT

Objective	Actions	Performance Measures
4.4 Communication Plan Ensure clear, timely, and transparent communication with residents and businesses. We are committed to keeping everyone informed, engaged, and connected.	4.4.1 Establish corporate communications strategy and brand standards.	Communications strategy and brand standards implemented.
	4.4.2 Implement and promote "Erin Engaged" for public engagement.	Increase in public participation via "erinengaged.ca."
	4.4.3 Launch a new website for effective communications including AI and e-commerce.	New web site completed and customer navigation improved.
	4.4.4 Implement marketing initiatives to promote the Town.	Marketing initiatives implemented.
4.5 Official Plan	4.5.1 Undertake an Official Plan review.	Official Plan review approved.
Provides a municipal statement of intent on how future growth will be managed.		





ECONOMIC DEVELOPMENT

Goal: Stimulate robust economic development and investment opportunities.

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TOWN OF ERIN

ECONOMIC DEVELOPMENT

Objective	Actions	Performance Measures
5.1 Investment Attraction Grow targeted key sectors: Agriculture, Agri-food, Equine, Tourism, Retail, Entrepreneurship, Construction, Manufacturing and Clean Technology Business.	5.1.1 Implement targeted marketing campaigns and an updated Community Profile.	Measure the reach, engagement, and outcomes of the campaign, including investor inquiries and investments secured.
	5.1.2 Enhance land use planning by conducting employment lands inventory, evaluating servicing needs, utilizing GIS mapping for investors, identifying town-owned development opportunities through Gap Analysis, and rezoning land for commercial and industrial use.	Growth in nonresidential assessment and increase in the number of new business inquiries and successful investments.
	5.1.3 Strengthen investment support by implementing a CRM (Customer relation management) system to track investor interactions, providing grants for key sectors, updating the Community Improvement Plan, and introducing a Development Charge Deferral policy.	Monitor the number of investor interactions and proposals successfully tracked through the CRM system Measure the uptake of revised CIP programs and the funding provided through the CIP
5.2 Infrastructure Improvements	5.2.1 Prioritize and support the advancement of commercial projects and partnerships.	Increased financial investment secured through partnerships with private investor.
Provide the foundation for economic prosperity with a focus on wastewater & water, broadband and	5.2.2 Advance broadband infrastructure with a Gap Analysis and communicate the progress.	Broadband coverage gaps identified and addressed.
tourism infrastructure.	5.2.3 Enhance and develop tourism infrastructure such as parking, washrooms, accommodations and way-finding and improve the reach and accessibility of tourism information.	Tourism strategy completed and increase in overall visitor numbers.
	5.2.4 Connect businesses to water and wastewater infrastructure.	Infrastructure connected.

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ECONOMIC DEVELOPMENT

Objective	Actions	Performance Measures
5.3 Business Retention and Expansion	5.3.1 Identify and address major obstacles in the key sectors.	Obstacles have been addressed.
Assist our existing business in thriving and expanding by identifying and addressing obstacles in key sectors, providing	5.3.2 Provide growth and expansion incentives such as the CIP – Community Improvement Program.	Community Improvement Plan in place.
incentives, leveraging partnerships, and supporting local businesses.	5.3.3 Leverage partnerships and collaborate with partner organizations to provide business resources.	Partnerships established.
	5.3.4 Support and encourage shop local with targeted campaigns and events.	Measure increase in local sales through business surveys and feedback
5.4 Vibrant Community Create vibrant and welcoming downtowns by	5.4.1 Identity development and promotion through a unique marketing strategy, tourism strategy and compelling online presence.	Tourism strategy completed and increase in overall visitor numbers.
revitalizing our main streets and showcasing what makes our community special. We will highlight our unique charm, making it a destination where residents and visitors love to shop, dine, and connect.	5.4.2 Downtown revitalization and placemaking with a streetscape furnishing plan to highlight our unique heritage districts and plan community art projects to enhance public spaces and promote local creativity.	A downtown revitalization plan has been implemented.

IMPLEMENTATION

The Town of Erin's Strategic Plan outlines a bold and forward-thinking vision for the future of our community. Now finalized, the focus shifts to implementation — translating strategic priorities and objectives into tangible actions that drive meaningful results.

To ensure effective implementation, the Town will use an internal tracking system to monitor progress and ensure initiatives align with the strategic objectives. This system will enable staff to evaluate ongoing actions, address challenges, and celebrate successes.

Additionally, a health check will provide an opportunity to assess the plan's effectiveness. During this phase, adjustments will be made as needed to ensure initiatives remain relevant and responsive to the community's evolving needs.

Key actions under each strategic priority will be executed in alignment with available resources, ensuring a balance between ambition and sustainability. Regular progress updates will keep the community informed and engaged. The health check will help evaluate the plan's impact, recognizing successes and identifying areas for improvement to maintain momentum and refine initiatives as needed.

This implementation phase marks the beginning of a shared journey — one that transforms aspirations into achievements while strengthening and enhancing the Town of Erin.

CONCLUSION

The Town of Erin's Strategic Plan represents a collective vision for the future — one that balances growth, sustainability, and community well-being. Rooted in the priorities of residents, businesses, and stakeholders, this plan serves as a guiding framework to shape the Town's progress over the coming years.

Turning strategy into action requires collaboration, commitment, and ongoing engagement. Through careful implementation, regular progress reviews, and adaptability, the Town will ensure that the goals outlined in this plan lead to tangible improvements in services, infrastructure, and quality of life.

A successful future for Erin depends on the efforts of many — Council, staff, community organizations, and residents alike. By working together, we can build a Town that honours its heritage, embraces innovation, and fosters a strong and connected community.

This plan is a stepping stone toward a brighter future for Erin. Let's move forward, together.

THANK



ERIN Corporate Report

Department:	Chief Administrative Officer	Report Number: ED2025-02	
Business Unit:	Economic Development	Meeting Date: 4/24/2025	
Presented/ Prepared By:	Marina Mato, Economic Development Officer	4/24/2025	

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

At the meeting of February 27, 2025, Council deferred consideration of the Economic Development Strategic Plan to coincide with the presentation of the Town's Corporate Strategic Plan.

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

Rob Adams

Chief Administrative Officer



ECONOMIC DEVELOPMENT STRATEGIC PLAN

TOWN OF ERIN

2025 AND BEYOND

MARCH 2025

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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, Erin а prime location makes 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.

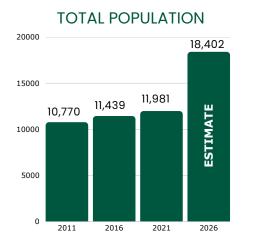
ECONOMIC SNAPSHOT

TOP INDUSTRIES

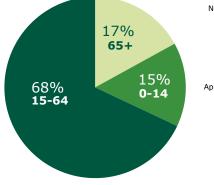
The leading industries in the Town in terms of employment are 'Construction', 'Professional, Scientific, and Technical Services', 'Healthcare and Social Assistance', 'Manufacturing', and 'Retail Trade'. These industries indicate a local economy that balances infrastructure development with professional 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 subsidiaries to influence their management decisions or directly handle in 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.



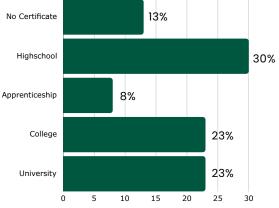
DEMOGRAPHICS



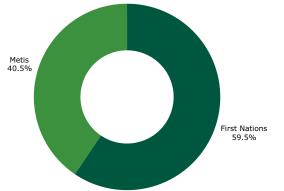
AGE PROFILE



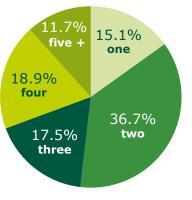
EDUCATIONAL ATTAINMENT



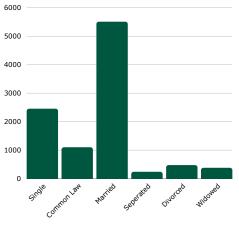
INDIGENOUS IDENTIFICATION



HOUSEHOLD SIZE



MARITAL STATUS



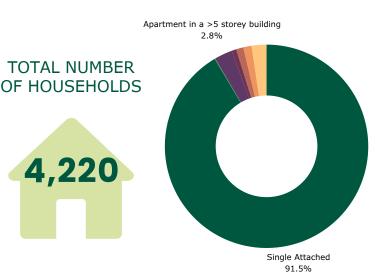
Total Indigenous respondents: 185

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.

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

TOWN OF ERIN

- 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.



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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	ТоЕ	Measure the distribution and online reach of the community profile
1.2 Maximize and optimize employment	1.2.1 Develop and maintain an Employment Lands Inventory	ToE, Private Sector	Land inventory maintained and updated
lands	1.2.2 Launch a pilot project to develop an Employment Lands Strategy that includes an evaluation of servicing needs	ТоЕ	Completion of pilot project
	1.2.3 Invest in tools to enhance accessibility and data visualization for potential investors – GIS mapping software	ТоЕ	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	ТоЕ	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	ТоЕ	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	ТоЕ	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	ТоЕ	Measure the uptake of revised CIP programs and the funding provided through the CIP
	1.3.3 Introduce a Development Change Deferral policy	ТоЕ	Number of investors using the DC deferral policy

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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



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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 popup 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 bedand-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 exisiting commercial properties to water and water 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?

venienco

- 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	ТоЕ	Measure increase in local sales through business surveys and feedback

TOWN OF ERIN

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	ТоЕ	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	Revitalization plan to highlight our unique heritage districts and beautiful streetscape		Develop and implement a Downtown Streetscape Furnishing plan
	4.2.2 Implement the streetscape plan by u pgrading 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

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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.

TOWN OF ERIN



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

Town of ErinERINCorporate Report

Department:	Community Services	Report Number: FD2025-01
Business Unit:	Fire & Emergency Services	
Presented/		Meeting Date: 4/24/2025
Prepared By:	Scott Bates, Interim Director of Fire &	
	Emergency Services/Fire Chief	

Subject

2024 Year-End Fire & Emergency Services Report

Recommendation

That report number FD2025-01 "2024 Year-End Fire & Emergency Services Report" be received for information.

Background

The purpose of this report is to provide Council with an overview of Fire Department activities and responses for 2024. The department's services are separated across three divisions: Operations, Training, and Fire Prevention. Highlights from each area are summarized below and further detailed in the appended presentation (Appendix A).

Discussion

Operations Division

 Town of Erin Fire and Emergency Services responded to 276 incidents in 2024. There was no loss of life due to fire last year, and the estimated value of damage due to fire is \$8,196,000. The below chart breaks down the types of incidents with figures provided in Appendices A through D which further delineate incident data by type in comparison to previous years.



Training Division

- 79 practices were held in 2024 for a total of 1,525 hours of training logged. Of those, 24 were truck and equipment checks, and the remaining 55 were a combination of preplans, classroom and practical training covering a wide range of skills.
- Two members were certified as Incident Safety Officers NFPA 1521. As Tanker 58 entered service, staff received specialized training on operation of the vehicle and its equipment. Staff also received training in new vehicle technologies highlighting the challenges lithium ion batteries present for extraction and firefighting.

Fire Prevention Division

• The department continued its permitting and inspection programs with service levels captured in the table below:

Service	# of Inspections/Reviews Completed
Firebreak lots	35
Complaint follow-up	21
Large Burn Permits	17
Site Plan Review	10
Records requests	9
Fire Safety Plans	7
Food truck inspections	4
Exhibition Fireworks Permit	1

• Public education was delivered through events such as the Fall Fair, and via social media and digital signage during Fire Prevention Week, Carbon Monoxide Week, and for the "Saved by the Beep" campaign.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

There is no financial impact associated with the proposed recommendation.

Conclusion

To conclude, the department continues its activities across all divisions into 2025 and will provide further reporting for the first quarter of this year at a future meeting of Council.

Attachments

Appendix A – Quarter 1, 2024 Incident Data Appendix B – Quarter 2, 2024 Incident Data Appendix C – Quarter 3, 2024 Incident Data Appendix D – Quarter 4, 2024 Incident Data Appendix E – Fire and Emergency Services Department Presentation

Scott Bates

Interim Director of Fire & Emergency Services/Fire Chief Rob Adams Chief Administrative Officer



Appendix A



STATION:		10 & 50				50					
LOCATI	ON:		ERIN/HILLSBURGH				EAST GARAFRAXA				
		1/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	1/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$
	Structure:	2	2		2	\$190,000	1	1			\$500,000
FIRE:	Vehicular:	2	2								
FIRE.	Grass, Rubbish, etc.:										
	Other:				1					1	
Medical A	Assist:	17	17	35	7					1	
Motor Vel	hicle Collision:	5	5	13	7		3	3	5	3	
Mutual Ai	d:			1							
C.O. Calls	s:	2	2	1	1						
False Ala	rms/Alarm Activation:	2	2	9	9		1	1			
Standby/	Assist-Other Agencies:			2			1	1		1	
Burning C	Complaints:			1							
Incorrect	Page/Cancel On Route:	3	3	7	2				1		
Other:		8	8	4	5		1	1	2		
TOTALS:		41	41	73	34	\$190,000	7	7	8	6	\$500,000
Estimated Total Loss \$ Due to Fire:			\$190,000		\$10,000			\$500,000			
		TOTAL Incident Responses - 1st Quarter of 2024:					48				





Appendix B

STATION:			10 & 50				50					
LOCATI	ON:		ERIN/HILLSBURGH					EAST GARAFRAXA				
		2/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	2/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	
FIRE:	Structure:	2	4	3	2	\$1,150,000		1	1			
	Vehicular:	2	4	3		\$34,000						
	Grass, Rubbish, etc.:	3	3	8	4				2			
	Other:				2					1		
Medical A	Assist:	20	37	53	23					3		
Motor Ve	hicle Collision:	12	17	27	13		1	3	9	3		
Mutual Ai	d:			1								
C.O. Calls	5:	3	5	2	2							
False Ala	rms/Alarm Activation:	9	11	16	17			1	2	4		
Standby/	Assist-Other Agencies:	3	3	3	1			1		1		
Burning (Complaints:	1	1	1	2							
Incorrect	Page/Cancel On Route:	7	10	11	2				2			
Other:		7	15	6	17		1	1	2	2		
TOTALS:		69	110	134	85	\$1,184,000	2	7	18	14	\$0	
Estimateo Fire:	d Total Loss \$ Due to		\$190,000		\$10,000	\$1,184,000		\$500,000				
			TOTAL Incident Responses- 2nd Quarter of 2024:							71		





Appendix C

STATION:		10 & 50					50					
LOCATION:		ERIN/HILLSBURGH					EAST GARAFRAXA					
		3/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	3/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	
FIRE:	Structure:	5	9	5	4	\$4,070,000		1	1			
	Vehicular:	1	5	3	3	\$2,000	2	2			\$25,000	
	Grass, Rubbish, etc.:		3	8	10				2			
	Other:	6	6	2	4					1		
Medical Assist:		19	56	74	58		1		2	4		
Motor Vehicle Collision:		8	25	36	26		1	4	14	6		
Mutual Aid:				1								
C.O. Calls:		3	8	4	2		1					
False Alarms/Alarm Activation:		14	25	24	26			1	3	4		
Standby/Assist-Other Agencies:		2	5	7	3			1	1	1		
Burning Complaints:		7	8	8	7							
Incorrect Page/Cancel On Route:		5	15	13	4		1	1	2			
Other:		2	17	15	19			1	3	2		
TOTALS:		72	182	200	166	\$4,072,000	6	11	28	18	\$25,000	
Estimated Total Loss \$ Due to Fire:			\$190,000	\$1,873,000	\$10,000	\$4,072,000		\$500,000				
			TOTAL Incident Responses - 3rd Quarter of 2024:								78	



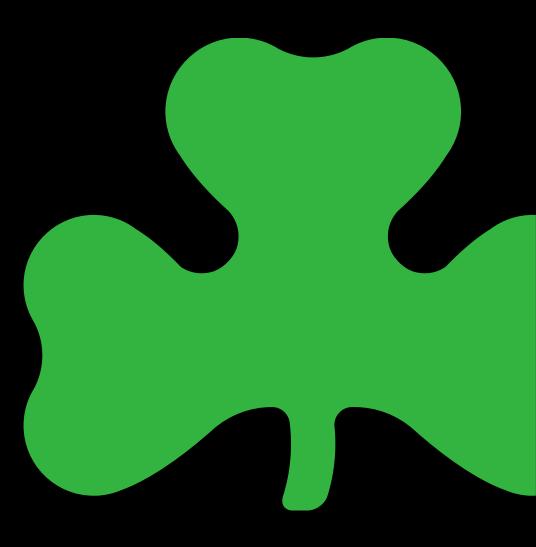


STATION:		10 & 50					50					
LOCATION:		ERIN/HILLSBURGH					EAST GARAFRAXA					
		4/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	4/4 Total	2024 YTD	2023 YTD	2022 YTD	Monthly Loss \$	
FIRE:	Structure:	2	9	6	5	\$910,000		1	1	1		
	Vehicular:	3	5	5	6	\$65,000		2				
	Grass, Rubbish, etc.:		3	14	13				2			
	Other:	1	6	4	5					1		
Medical Assist:		21	56	97	109				2	3		
Motor Vehicle Collision:		15	25	51	37		2	4	16	11		
Mutual Aid:				1	1							
C.O. Calls:		3	8	9	7							
False Alarms/Alarm Activation:		8	25	32	36			1	3	3		
Standby/Assist-Other Agencies:			5	7	5			1	1	1		
Burning Complaints:		1	8	8	8							
Incorrect Page/Cancel On Route:		65	15	17	7		1	1	2	1		
Other:		12	17	27	26		1	1	3	1		
TOTALS:		75	182	278	265		4	11	30	22	\$0	
Estimated Total Loss \$ Due to Fire:			\$190,000	\$1,905,000	\$1,235,000	\$975,000		\$500,000	\$400,000	\$200,000		
		TOTAL Incident Responses -4th Quarter of 2024:								79		

Appendix D

127

Town of Erin Fire and Emergency Services 2024 Annual Report

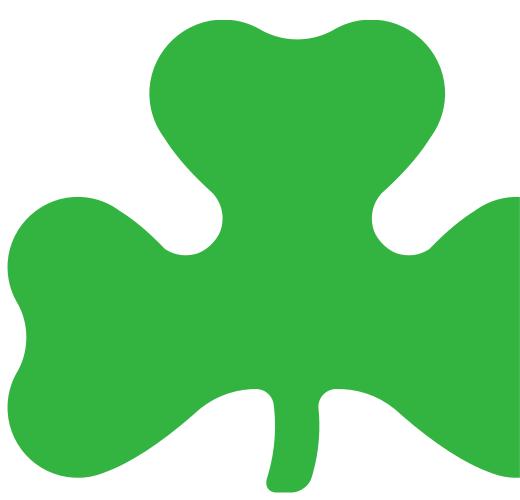








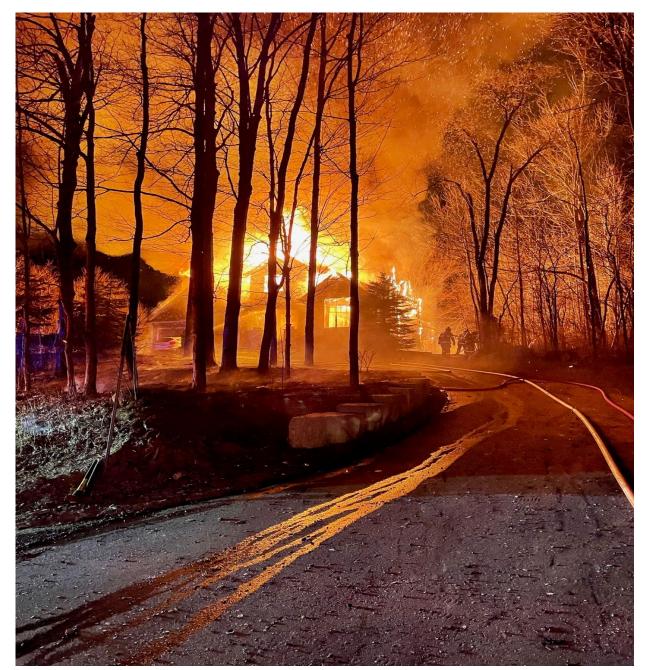
- The Town of Erin Fire and Emergency Services consists of two fire stations that cover approximately 360-sq.- kms and 12,000 residents in Erin, Hillsburgh and surrounding areas.
- It also covers a portion of the Township of East Garafraxa.
- Emergency calls are dispatched from the Guelph Fire Department through the 911 emergency network.





130

 Dedicated and highly trained volunteers provide fire and emergency services to the Town of Erin, whether the emergency is a fire, a motor vehicle collision, a C0 alarm call, a medical emergency, or any other type of emergency, our fire department provides a quick response to any emergency.





Station No. 10

- Built in 1985
- Pumper 11
- Pumper 12
- Tanker 17
- Rescue 55
- SCBA Refilling Station





Station No. 50

■Built in 2012

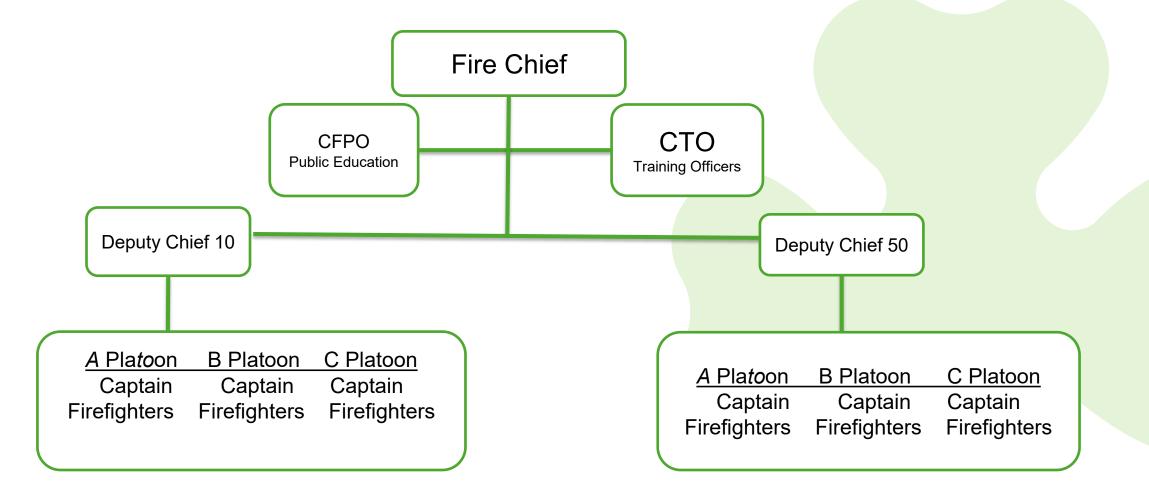
- ►Pumper 51
- ►Pumper 52
- ■Tanker 57
- Tanker 58
- ■Rescue 55
- ■UTV 56
- Back up EOC

► 2025 Office Renovations



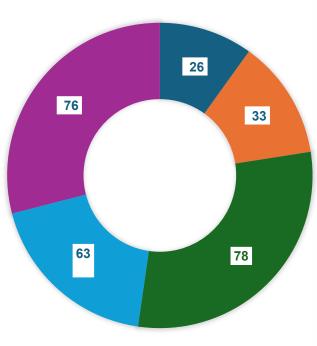


Organizational Chart





2024 RESPONSES





- Fire Calls 26
- Alarms 33
- Medical Calls
 78
- MVC's 63
- Other
 Emergencies 76

2024 Emergency Runs

- Emergency Runs for 2024 - 276
- Emergency Runs for 2023 - 306
- Emergency Runs for 2022 - 302





Training

- ► 57 Classes instructed by Training Staff in 2024
- 1,525 Hours of Training logged
- Two new NFPA Incident
 Safety Officers
- Acquired Structure for Training





- Focused on EV (electric vehicles) and LIB (lithium-ion batteries) Emergencies
- New Equipment Training and Rollout
- New Tanker 58 introduced
- First Aid and Defib recerts completed in 2024
- Ongoing DZ Training and Driver Training





Fire Prevention



Public Education

- Fire Prevention Week
- Carbon Monoxide Week
- Saved by the beep campaign
- Staffed Public Education booth at Fall Fair
- Create tactical survey form for suppression
- Attended OMFPOA Symposium
- Attended Fires for Origin Cause and Circumstances

- Fire Safety Plan reviews- 7
- Large Burn Permits- 17
- Complaint follow ups- 21
- Food truck inspections 4
- Fire searches- 9
- Firebreak lot release- 35
- Site plan reviews- 10



Community Events

- Hillsburgh Garage Sale
- Food Drive in Erin and Hillsburgh
- Annual Car Wash in Erin
- Collect and donate to Muscular Dystrophy
- Pancake Breakfast
- Public Skating with Firefighters

Wellness Committee

• Wellness Committee has on-going events and support for the members

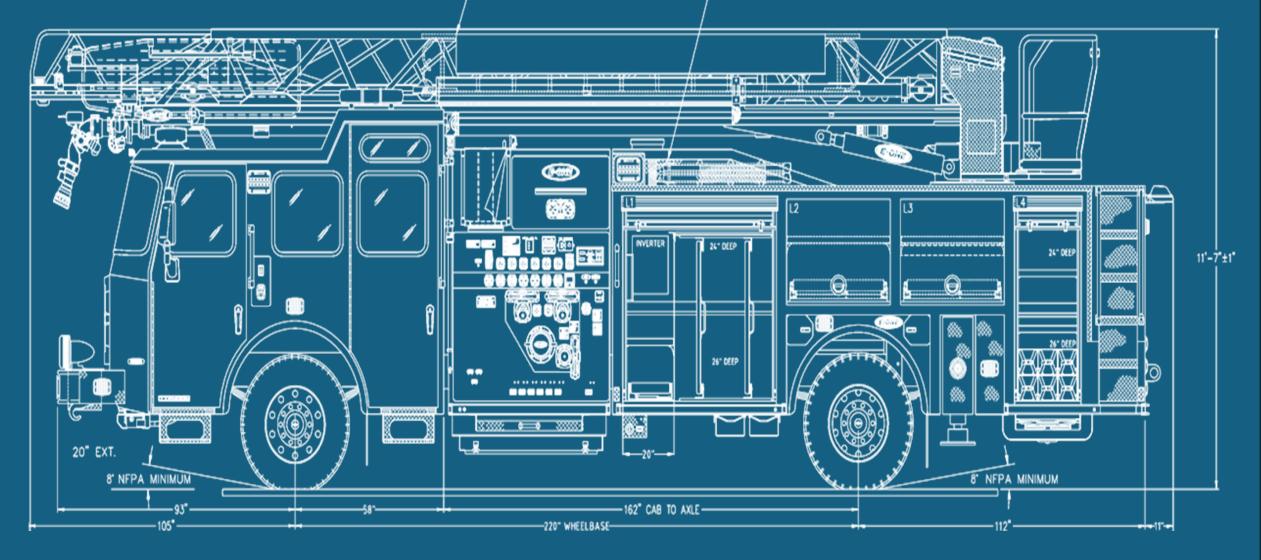








Researching options to add an aerial ladder to the fleet



Thank You





Department:	Planning & Development	Report Number: PD2025-11
Business Unit:	Planning & Development	
Presented/	David Weters Manager of Dianning 8	Meeting Date: 4/24/2025
Prepared By:	David Waters, Manager of Planning & Development	

Subject

Recommendation Report, Part Lot Control Application (PLC25-03), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)

Recommendation

That report number PD2025-11 "Recommendation Report, Part Lot Control Application (PLC25-03), National Properties Inc. (Erin Glen Phase 2 Plan 61M-261)" be received for information;

And that By-law 25-40 as listed on the April 24, 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 to create 86 semidetached and freehold townhouse units.
- The proposed by-law provides for the requested exemption and is subject to final review and 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.

PLC25-03 represents the third Part Lot Control application in Phase 2 of the Erin Glen subdivision. By-laws 25-17 and 25-27 were passed by Council on February 27, 2025, and March 13, 2025, respectively.

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 restrictions of the Act.

Such by-laws have 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.

This application 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 one or two year time period. Planning staff are recommending Council pass the by-law for a two-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 subsection 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 municipal easements.

The five deposited R-Plans illustrating the semi-detached and townhouse lot fabric resulting from the passing of the proposed by-law are attached hereto as Appendices B to F, inclusive. Staff recommend Council pass a by-law to exempt the following Lots and Blocks for a two-year time period: Lots 36 to 44, inclusive, and Blocks 194 to 204, inclusive, on Plan 61M-261 (attached as Appendix A).

Strategic Pillar

Growth Management

Financial Impact

The fee and deposit associated with this application are collected at the time of filing the application and included within the operating revenues of the Planning & Development Division of Community Services.

Conclusion

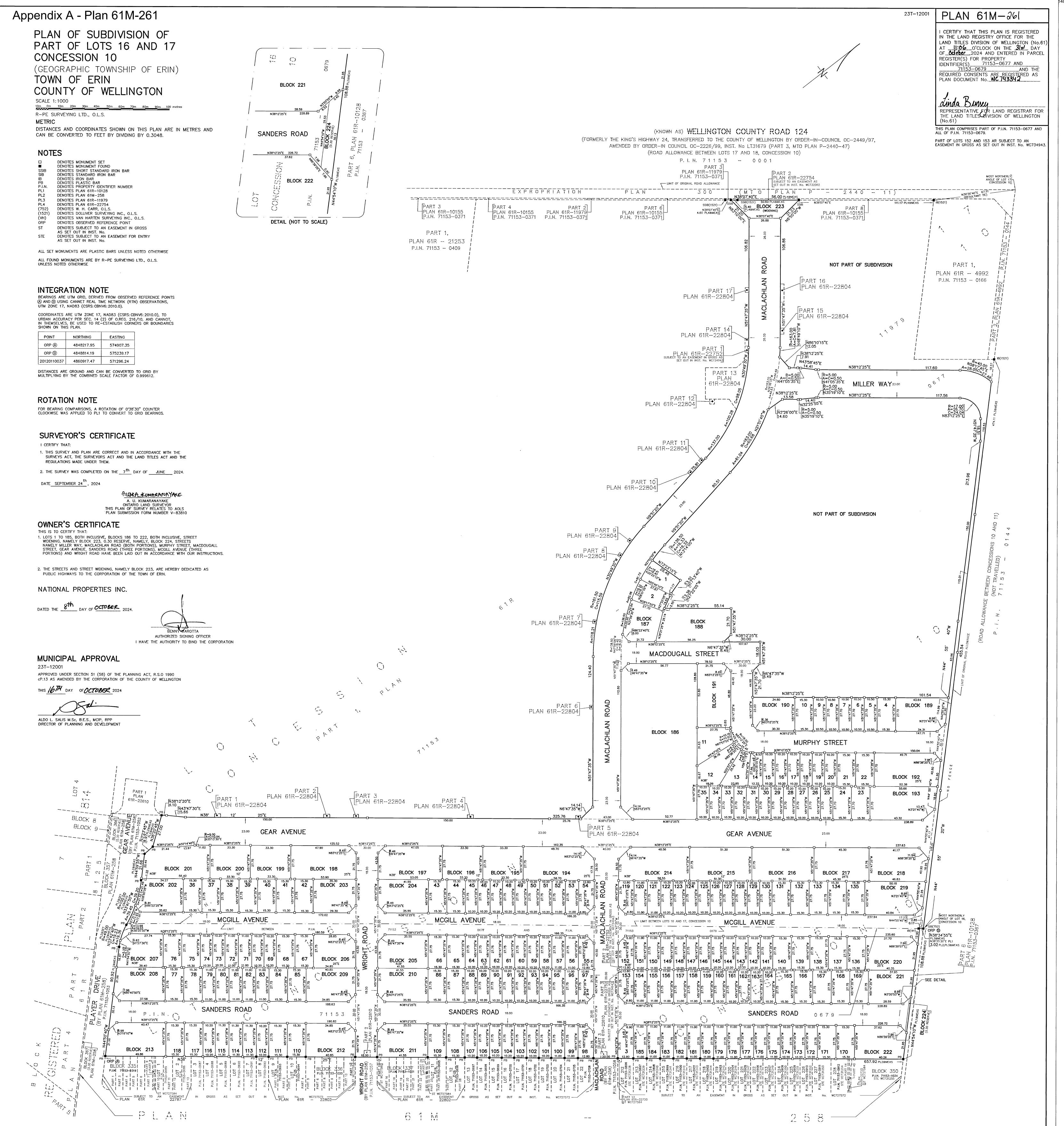
Like past applications by National Properties Inc., the proposed exemption from Part Lot Control is consistent with approved plans and drawings and therefore staff recommend By-law 25-40 be passed.

Attachments

Appendix A – Plan 61M - 261 Appendix B – Plan 61R - 22961 Appendix C – Plan 61R - 22962 Appendix D – Plan 61R – 22963 Appendix E – Plan 61R – 22964 Appendix F – Plan 61R - 22965

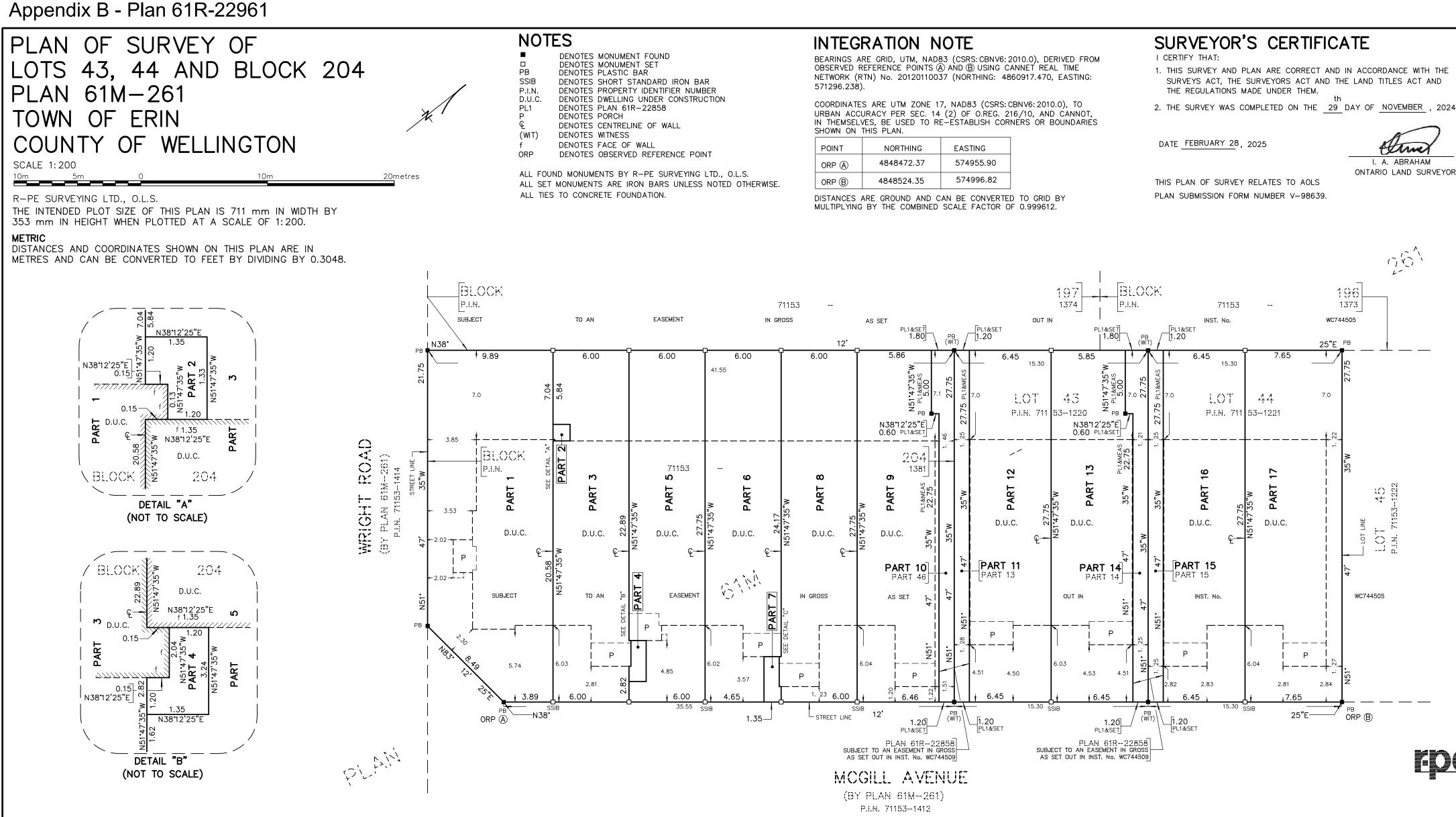
David Waters, MCIP, RPP, PLE Manager of Planning & Development Rob Adams

Chief Administrative Officer



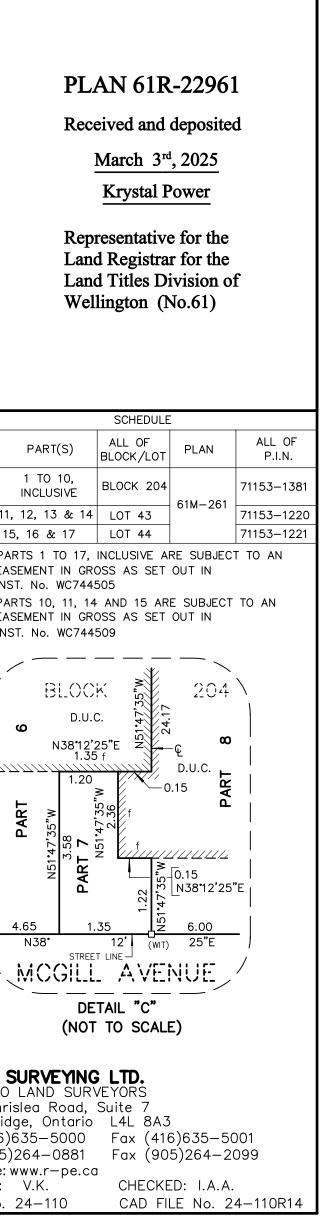
R-PE SURVEYING LTD.

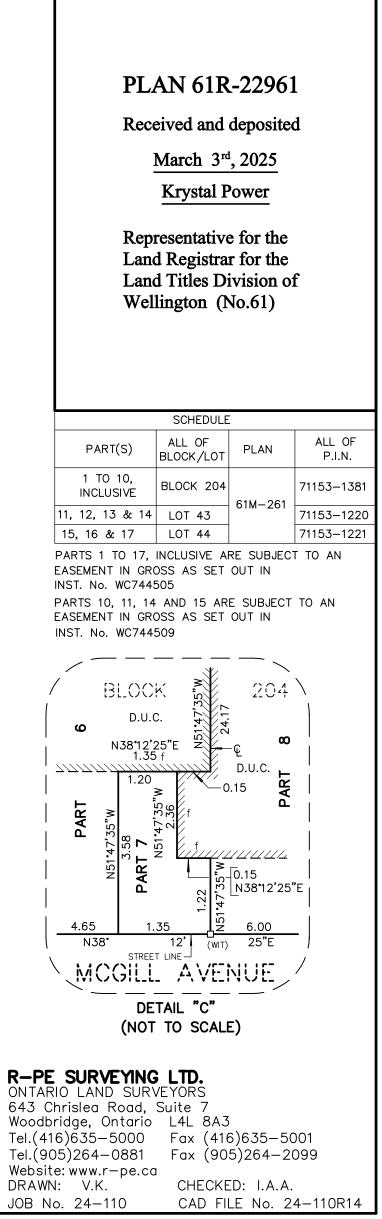
643 Chrislea Road, Suite 7 Woodbridge, Ontario L4L 8A3 Tel.(416)635-5000 Fax (416)635-5001 Tel.(905)264–0881 Fax (905)264–2099 Website: www.r-pe.ca DRAWN: A.K/C.D.S./S.L./T.C. CHECKED: A.K. JOB No. 21–383 CAD FILE No. 21383s03 TOTAL AREA OF SUBDIVISION = 18.318 Ha. Phase 2 -Sept 24, 2024 - 14:33:04



POINT	NORTHING	EASTING
ORP (A)	4848472.37	574955.90
ORP B	4848524.35	574996.82

- 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE



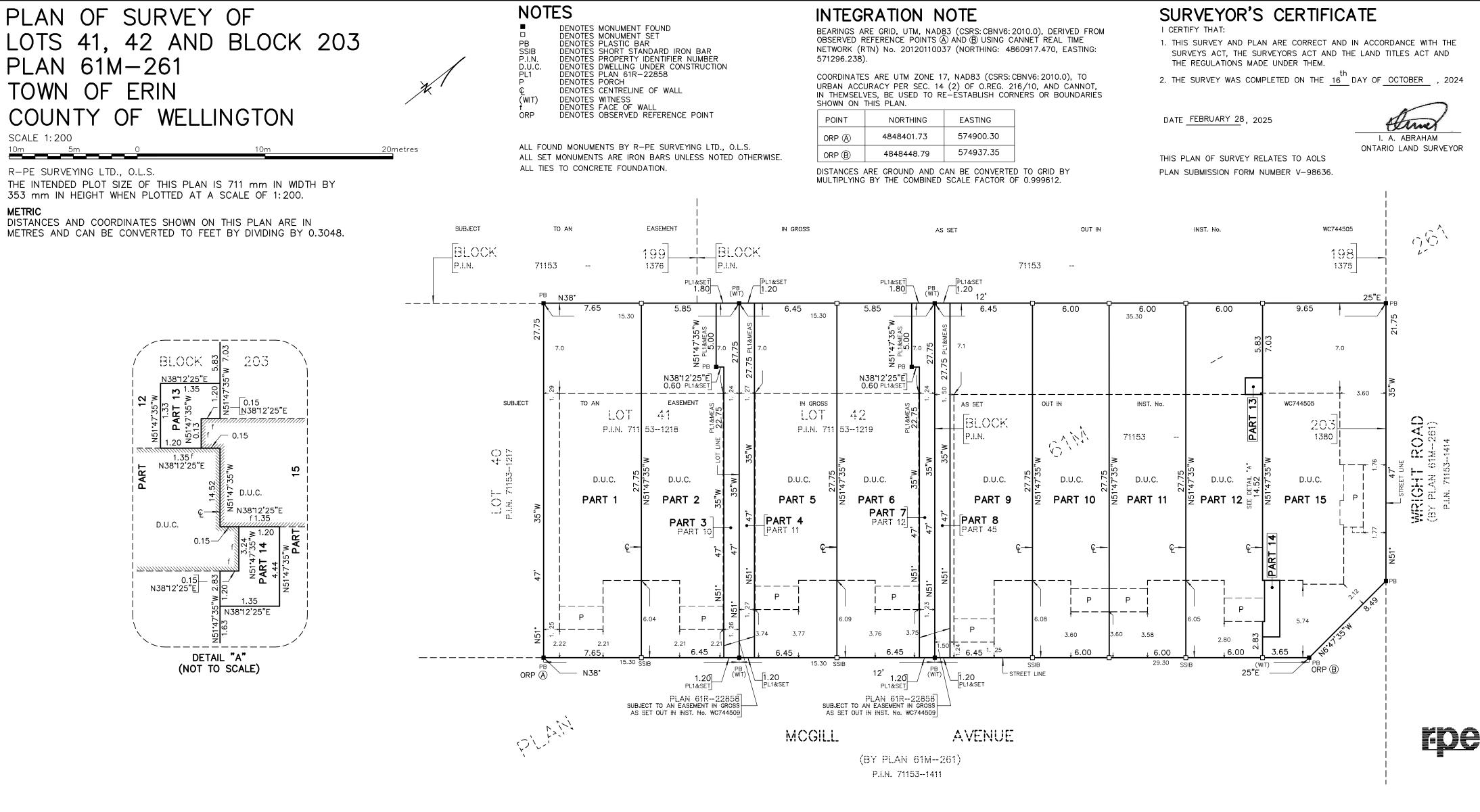


		_	

Tel.(416)635-5000 Tel.(905)264-0881 Website: www.r-pe.ca DRAWN: V.K. JOB No. 24-110

Feb 28, 2025 - 10:45:51

Appendix C - 61R-22962

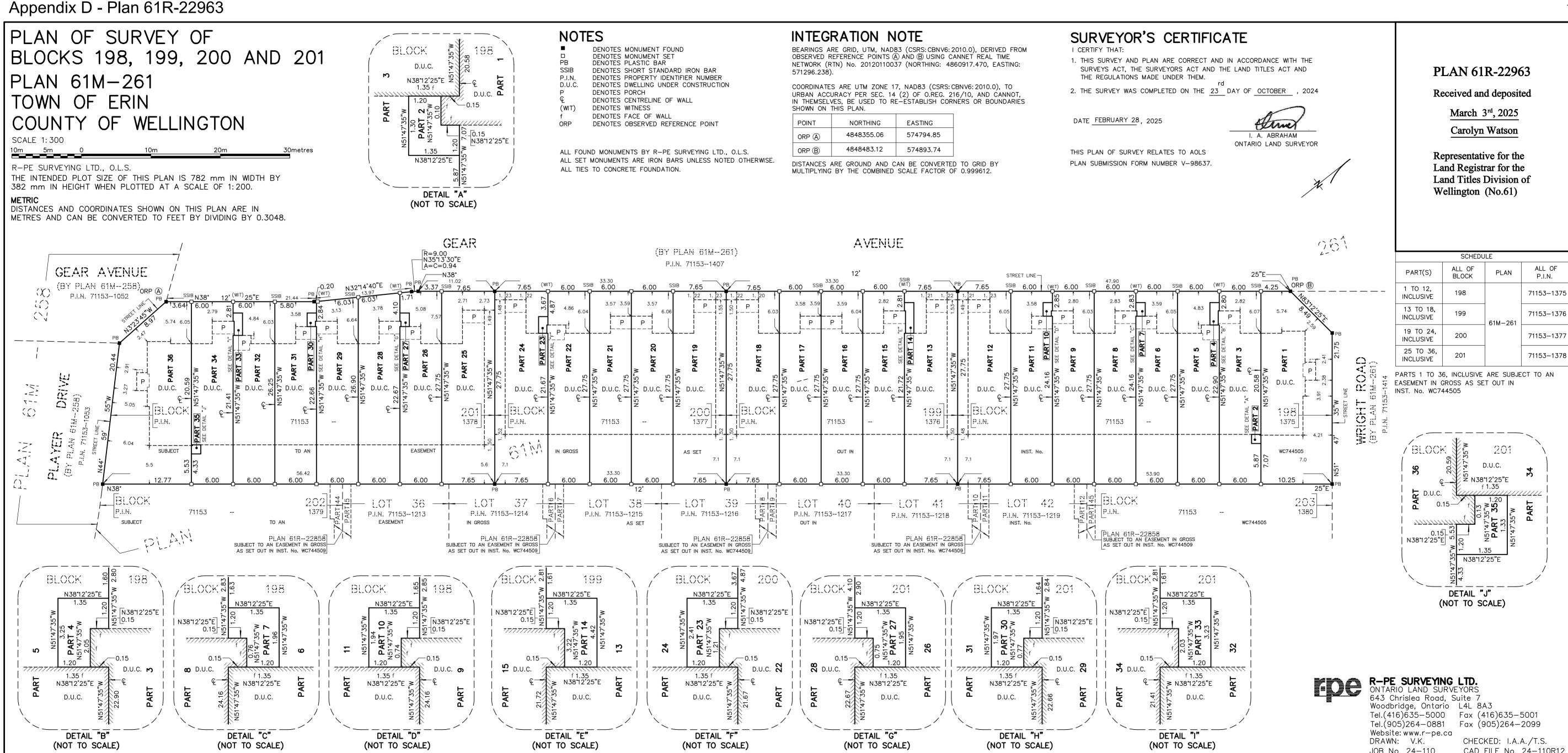


POINT	NORTHING	EASTING	
ORP (A)	4848401.73	574900.30	
ORP (B)	4848448.79	574937.35	



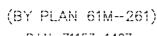
DRAWN: V.K. JOB No. 24-110

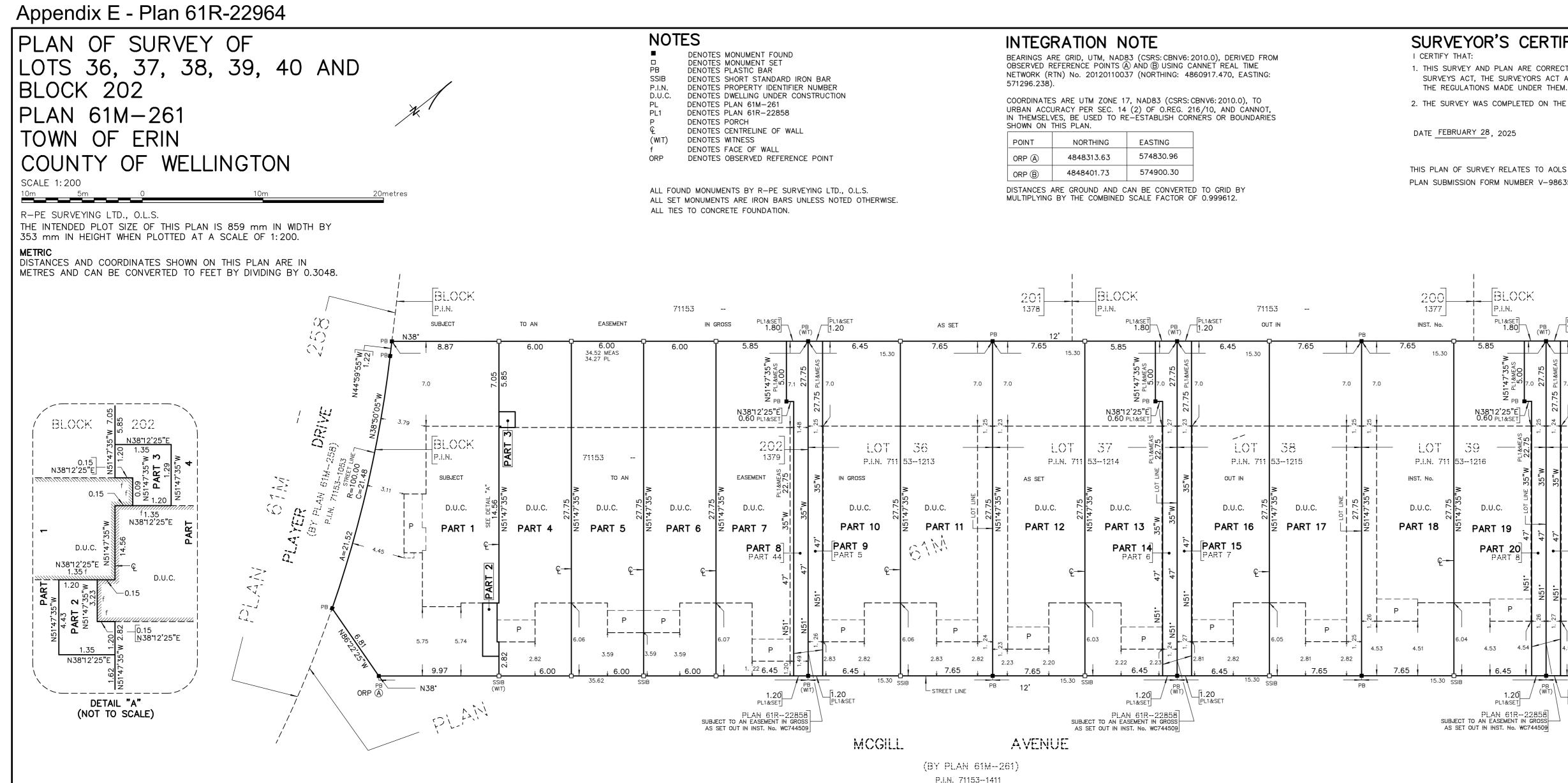
	PLAN 61R-22962 Received and deposited <u>March 3rd, 2025</u> Joanne Hansen Representative for the Land Registrar for the Land Titles Division of Wellington (No.61)					
ļ						
ľ		SCHEDULE		ALL OF		
	PART(S) 1, 2 & 3 4, 5, 6 & 7	ALL OF BLOCK/LOT LOT 41 LOT 42	PLAN 61M-261	ALL OF P.I.N. 71153–1218 71153–1219		
	8 TO 15, INCLUSIVE	BLOCK 203		71153–1380		
I I E	PARTS 3, 4, 7 A EASEMENT IN GR No. WC744509 PARTS 1 TO 15, EASEMENT IN GR NST. No. WC744	OSS AS SET INCLUSIVE AF OSS AS SET	OUT IN INS	iΤ.		
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						
	: V.K. 24—110		D: I.A.A. F No 24	/T.S. 4—110R11		



POINT	NORTHING	EASTING
ORP (A)	4848355.06	574794.85
ORP (B)	4848483.12	574893.74







POINT	NORTHING	EASTING
ORP (A)	4848313.63	574830.96
ORP (B)	4848401.73	574900.30

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-98635.

SURVEYOR'S CERTIFICATE

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

2. THE SURVEY WAS COMPLETED ON THE 7 DAY OF OCTOBER , 2024

ftre

I. A. ABRAHAM ONTARIO LAND SURVEYOR

PLAN 61R-22964

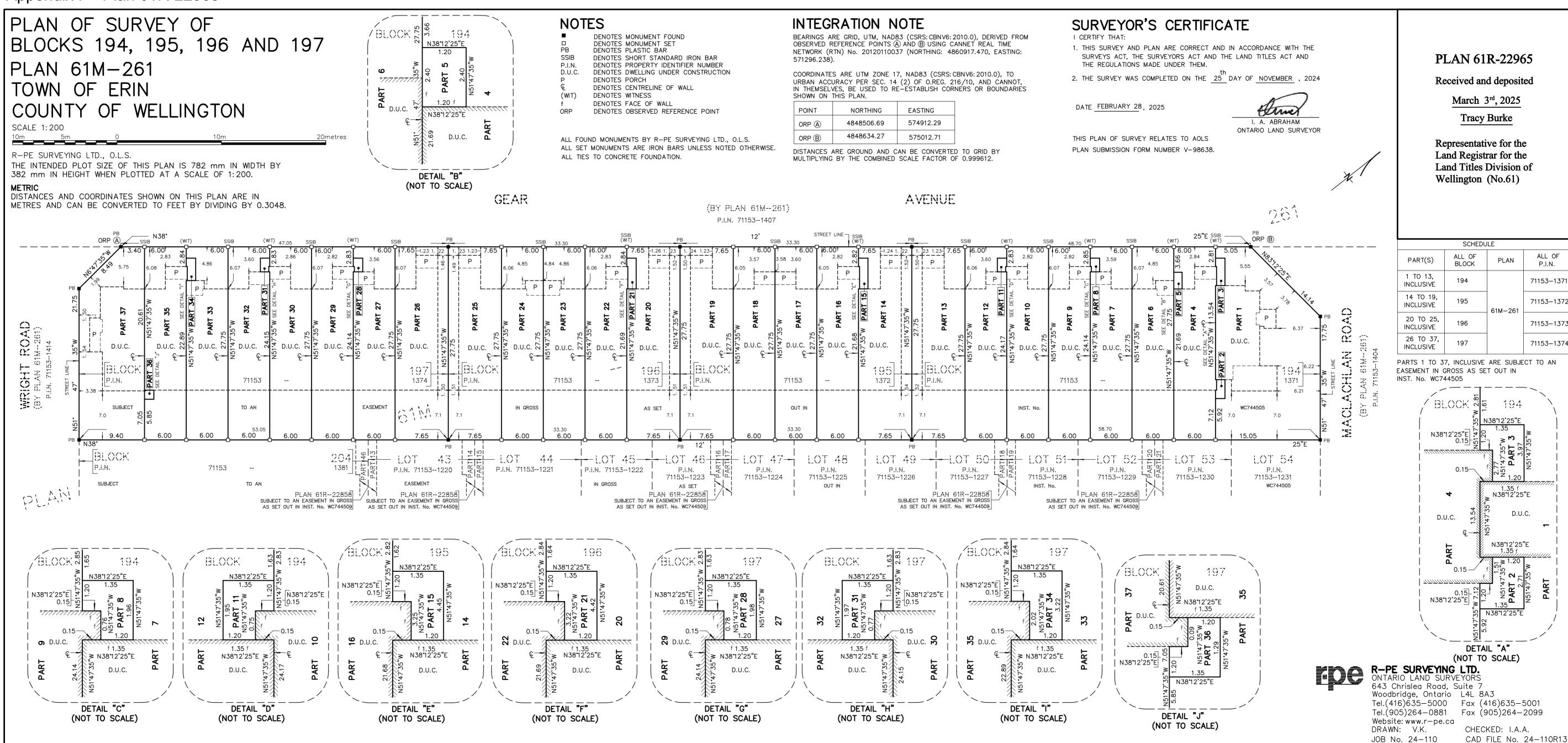
Received and deposited

March 3rd, 2025

Tracy Burke

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

(
)K	199	Ļ		SCHEDU	ILE	
71153 PL1&SET 71153	1376 wc744505		PART(S)	ALL OF BLOCK/LOT	PLAN	ALL OF P.I.N.
PB (WT) 1.20 25"E 6.45 7.65	РВ		TO 8, NCLUSIVE	BLOCK 202		71153–1379
			10 & 11	LOT 36		71153–1213
	° 27.75		, 13 & 14	LOT 37	61M-261	71153-1214
	.0 0		, 16 & 17 , 19 & 20	LOT 38 LOT 39		71153–1215 71153–1216
71.75			, 19 & 20	LOT 39		71153–1217
	22					SUBJECT TO AN
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				3, INCLUSIVE	ARE SUBJE	CT TO AN
P.L.N. 711 53-1217 ≥ ≥ ≥		EAS	EMENT IN (GROSS AS SE		
LOT LINE 35"W 35"W 35"W 35"W 7.75 7.75 7.75 7.75 7.75 7.75 7.75 7.7	WC744505	INS	T. No. WC	744505		
D.U.C. 22 PART 22 PART 23 PART 23						
D.U.C. 77.75 7.75 7.75 7.75	<u> 00</u>					
□ PART 22 [™] PART 23 □	×					
	35"W 1 71153-					
PART 21	LOT LOT					
€	D.I.N.					
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6.06 54 4.50 4.52 4.53 4.5	50 N21.					
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PB (₩T)	ORP (B)	_				
(WT)\\[1.20	UKF (D)					
-22858	<u> </u>	D_DF C				
N GROSS	FOA	R-PE S ONTARIO	LAND SU	NG LID. JRVEYORS		
Ξ		643 Chris	slea Road	d, Suite 7	17	
		Woodbride Tel.(416)			43 16)635-5	5001
		Tel.(905)	264-088	1 Fax (9	905)264–1	
		Website: w	vww.r-pe.	.ca		
		DRAWN:			KED: I.A.A	
		JOB No.	24-110	CAD	FILE NO.	24-110R10



Appendix F - Plan 61R-22965

POINT	NORTHING	EASTING
ORP (A)	4848506.69	574912.29
ORP (B)	4848634.27	575012.71

Town of ErinERINCorporate Report

Department:	Community Services	Report Number: PR2025-02
Business Unit:	Parks, Recreation & Culture	
Presented/ Prepared By:	Jennifer McPetrie, Director of Community Services	Meeting Date: 4/24/2025

Subject

Acquisition of Robotic Line Painting Device for Parks

Recommendation

That report number PR2025-02 "Acquisition of Robotic Line Painting Device for Parks" be received for information;

And that Council authorizes staff to allocate \$45,000 from the Barbour Field Reserve Fund to fund the acquisition of the proposed line painting device.

Background

The purpose of this report is to inform Council about the proposal to purchase a robotic line painting device for sports fields, aiming to enhance the efficiency and professionalism of our field maintenance operations.

The traditional process of line painting on Town soccer and baseball fields is labourintensive and requires a minimum of two staff members. This includes measuring and stringing the fields manually to ensure proper alignment of the lines. Despite their efforts, there have been complaints about inconsistent line accuracy and aesthetic appearance.

To address these challenges, we plan to invest in a semi-automatic robotic line painting device. This technology utilizes GPS solutions to simplify and automate the process, ensuring precise line painting with an accuracy of within 1 inch.

Discussion

Device Features

- GPS technology allows single-person operation, eliminating the need for string layouts and reducing labour.
- Digital design capabilities enable proactive management and planning of field layouts, maintaining uniformity across multiple fields.
- Flexibility to modify field lines without on-field presence increases operational efficiency.

Operational Impact

- With seven soccer fields and two baseball diamonds at Barbour Field and additional baseball diamonds at Victoria Park and Ballinafad, efficient line painting is crucial. The device can be easily transported to various locations.
- The Town has expanded responsibilities, including increased maintenance of green spaces and planters, necessitating optimized staff resource allocation.

Strategic Pillar

Investment in Community Assets

Financial Impact

Total acquisition cost before HST is \$45,000. Funding will be allocated as follows from the Barbour Field Reserve Fund:

- \$30,000 carried forward from the 2022 Capital Budget.
- \$15,000 from unallocated Barbour Field Reserves.

Staff note that the Barbour Field Reserve Fund 2025 opening balance is \$124,188.

Conclusion

The robotic line painting device represents a strategic investment in our community services, enhancing field quality, customer satisfaction, and staff productivity. We are confident that this addition will bring significant improvements in our operational efficiency and professionalism within our parks.

Attachments

None.

Jennifer McPetrie Director of Community Services Rob Adams Chief Administrative Officer

Town of ErinERINTown of ErinCorporate Report

Department:		Report Number: W2025-07
Business Unit: Presented/		Meeting Date: 4/24/2025
Prepared By:	Brian Kavanagh, Director of Infrastructure Services & Town Engineer	

Subject

Award of RFT 2025-01W – E9 Well House

Recommendation

That Council hereby receives report number W2025-07 "Award of RFT 2025-01W – E9 Well House" for information;

And that Council directs staff to proceed with the award of contract to Baseline Constructors Inc. in the amount of \$2,988,000.00, excluding HST.

Background

The current drinking water supply for the Erin Drinking Water System is sourced from groundwater, supplied through two municipal wells (E7 and E8). A new water supply well was drilled and tested as part of Erin's Urban Centre Water Servicing Municipal Class Environmental Assessment (Class EA) to address water supply and storage requirements to meet existing water demands and future growth projections in the Town. The Class EA was completed in 2020, and a key recommendation emerging from this work was to connect a new water supply well for the community of Erin - Well E9 - to the existing system.

The supply well is located north of Sideroad 17 on Wellington County Road 23 (9th Line), within the West Credit River subwatershed of the Credit River Watershed. To procure a contractor to operationalize the well, the Town worked with Ainley Group to prepare tender documents with the following scope of work:

- Works associated with site preparation and grading.
- Supply and construction of a new above-ground superstructure.
- Supply, installation, and testing of a new below-grade sanitary holding tank.
- Supply, installation, testing, and disinfection of new process mechanical equipment and appurtenances.
- Supply, installation, and testing of new building mechanical and electrical systems.
- Supply, installation, and testing of new instrumentation & control systems.
- Provide PLC programming and SCADA Integration for the proposed Works.

- Provision of Equipment Operation and Maintenance Manuals, Material and Equipment Vendor.
- Provision of training Manuals, and Record Drawings.
- Provision of a minimum of 1-year equipment warranty.

Discussion

Tender documents were made available on Friday, February 21, 2025, with a closing date of Monday, April 3, 2025. A non-mandatory site visit was held on Wednesday, March 5, 2025, at the project site (5673 Wellington County Rd 23).

The following General Contractors submitted tenders to the Town of Erin by the tender close on April 3, 2025:

- H2Ontario Inc.
- Jeviso Construction Corporation
- Esposito Bros Construction Ltd.
- Baseline Constructors Inc.
- Industra Construction Corp.
- Sona Construction Ltd.

The bids from all the contractors were checked for compliance with the tender documents. All Bids were found to be compliant. The results of the tender prices submitted by the General Contractors are summarized in the following table:

Bidder	Bid Price (excluding HST)	Ranking
H2Ontario Inc.	\$3,179,000.00	4
Jeviso Construction Corporation	\$3,113,059.00	3
Esposito Bros Construction Ltd.	\$3,876,993.04	6
Baseline Constructors Inc.	\$2,988,000.00	1
Industra Construction Corp.	\$3,078,490.09*	2
Sona Construction Ltd.	\$3,458,000.00	5

* Corrected value

The lowest bid was submitted by Baseline Constructors Inc. in the amount of \$2,988,000.00, excluding H.S.T. The second lowest bid was Industra Construction Corp. which was greater than the lowest bid by \$90,490.09. The bid provided by Baseline Constructors Inc. is approximately 9% lower than the average submitted bid value of \$3,282,258.69 (average of 6 bids received).

Ainley's pre-tender estimate was \$4,278,500.00 including contractor markup, labour and delivery costs, but excluding construction contingency. The lowest cost bid, from Baseline Constructors Inc., is approximately 30% lower than the pre-tender cost estimate prepared by Ainley.

Lower than estimated tender prices is likely due to the pre-tender estimate being overly conservative in terms of overestimation of procurement and financial cost increases due to fluctuating international tariffs and provincial and federal policies. Staff recommend that the contract be awarded to the lowest compliant bidder, Baseline Constructors Inc.

Strategic Pillar

Investment in Community Assets Growth Management

Financial Impact

The project will be funded through Development Charges. The 2025 'Water Service for New' capital project budget (\$5,000,000) provides adequate funding to complete the project.

Conclusion

That Council hereby receive report number W2025-07 "RFT 2025-01W – E9 Well House" for information and direct staff to proceed with the award of contract to Baseline Constructors Inc. in the amount of \$2,988,000.00 excluding HST. The award is considered good value for money and provides an appropriate scope of work to build out the Town's water supply system.

Attachments

None.

Brian Kavanagh

Director of Infrastructure Services & Town Engineer

Rob Adams

Chief Administrative Officer

Activity List 2025

 Description of Request	Responsibility	Date Directed	Suggested Completion	Status
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.
Commitment to the creation of Green Community Standards.	Planning & Development	27-Jun-24	TBD	 Staff are: Aligning efforts with Wellington Couty 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 – 39

Being a By-law to provide for the appointment of Municipal Law Enforcement Officers.

Whereas, section 9 of the *Municipal Act, 2001,* S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

And Whereas, section 55 of the *Community Safety and Policing Act, 2019*, S.O 2019, c. 1, as amended, authorizes the appointment of Municipal Law Enforcement Officers who shall be peace offices for the purpose of enforcing the by-laws of the municipality;

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

- 1. That Rick Potvin be appointed as a Municipal Law Enforcement Officer for The Corporation of the Town of Erin.
- 2. That John Mattocks be appointed as a Municipal Law Enforcement Officer for The Corporation of the Town of Erin.
- 3. That these appointments will cease upon termination of employment with The Corporation of the Town of Erin.
- 4. And that this By-law shall come into force and take effect upon the passage thereof.

Passed in open Council on April 24, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic

By-Law # 25 – 40

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>	Description
61M-261	Block 204, (Designated as Parts 1 to 10 inclusive, Plan 61R-22961)
61M-261	Lot 43 (Designated as Parts 11, 12, 13 and 14, Plan 61R-22961)
61M-261	Lot 44 (Designated as Parts 15, 16 and 17, Plan 61R-22961)
61M-261	Lot 41, (Designated as Parts 1, 2 and 3, Plan 61R-22962)
61M-261	Lot 42 (Designated as Parts 4, 5, 6 and 7, R-Plan 61R-22962)
61M-261	Block 203 (Designated as Parts 8 to 15, inclusive, Plan 61R-22962)
61M-261	Block 198 (Designated as Parts 1 to 12, inclusive, Plan 61R-22963)
61M-261	Block 199 (Designated as Parts 13 to 18, inclusive, Plan 61R-22893)
61M-261	Block 200 (Designated as Parts 19 to 24, inclusive, Plan 61R-22893)
61M-261	Block 201 (Designated as Parts 25 to 36, inclusive Plan 61R-22893)
61M-261	Block 202 (Designated as Parts 1 to 8, inclusive, Plan 61R-22964)
61M-261	Lot 36 (Designated as Parts 9, 10 and 11, inclusive, Plan 61R-22964)
61M-261	Lot 37 (Designated as Parts 12, 13 and 14, Plan 61R-22964)
61M-261	Lot 38 (Designated as Parts 15, 16 and 17, Plan 61R- 22964)

61M-261	Lot 39 (Designated as Parts 18, 19 and 20, Plan 61R-22964)
61M-261	Lot 40 (Designated as Parts 21, 22 and 23, Plan 61R-22964)
61M-261	Block 194 (Designated as Parts 1 to 13, inclusive, Plan 61R-22965)
61M-261	Block 195 (Designated as Parts 14 to 19, inclusive, Plan 61R-22965)
61M-261	Block 196 (Designated as Parts 20 to 25, inclusive, Plan 61R-22965)
61M-261	Block 197 (Designated as Parts 26 to 37, inclusive, Plan 61R-22965)

- 2. Pursuant to subsection 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.
- 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 April 24, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic



THE CORPORATION OF THE TOWN OF ERIN

A By-law to confirm the proceedings of Council at its Regular Meeting held on April 24, 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 **April 24, 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 **April 24, 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 April 24, 2025.

Mayor, Michael Dehn

Town Clerk, Nina Lecic