



Minutes of the Regular Town of Erin Council Meeting

February 8, 2024

3:00 PM

Municipal Council Chamber

Present:	Michael Dehn	Mayor
	Cathy Aylard	Councillor
	John Brennan	Councillor
	Jamie Cheyne	Councillor
	Bridget Ryan	Councillor
Staff Present:	Jim Sawkins	Interim Chief Administrative Officer
	Lisa Campion	Director of Legislative Services & Clerk
	Wendy Parr	Director of Finance & Treasurer
	Michelle Baya	Senior Planner
	Justin Grainger	Legislative & Licensing Coordinator
	Khalid Rahman	Project Manager

1. Call to Order

Mayor Dehn called the meeting to order.

2. Approval of Agenda

Resolution # 24-34

Moved By Councillor Brennan

Seconded By Councillor Aylard

Be it resolved that the agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Public Meetings

4.1 Application for Site Alteration Permit for 5520 Eighth Line and 5552 Eighth Line, Mattamy (Erin) Limited and 2779181 Ontario Inc. (Coscorp); Public Meeting

Senior Planner - Michelle Baya

Advised the purpose of this meeting is to introduce the proposed site alteration permit application to Council in accordance with the Town's Site Alteration By-law 16-30 as well as to receive comments from Council and the public.

Advised the subject lands are generally located on the west side of Eighth Line, north of Dundas Street West and south of Sideroad 17 within the Town's Urban Area and are municipally addressed as 5520 and 5552 Eighth Line.

Noted the notice circulated for this application incorrectly identified the subject lands and clarified the correct boundary.

Identified related applications for the proposed development and indicated they are presently under review. Advised the purpose of a site alteration permit application is to obtain permissions for a variety of site alteration works.

Advised currently only vegetation and tree removal is being considered as part of this application.

Overviewed the material submitted as part of this application and the review process undertaken by staff and agencies.

Advised staff will be working with the applicant to address comments from Council and the public received at this meeting and that such comments will form part of a future recommendation. Noted that as part of that recommendation a site alteration agreement will be prepared to ensure the proposed activities are undertaken under the supervision of Town staff and its engineers and that the scope of work is limited to what is proposed.

Mayor Dehn read the following:

The purpose of this Public Meeting is to inform and provide the public with the opportunity to ask questions, or to express views with respect to this proposal. Members of Council are here to observe and listen to public comments, they will not take a position on the matter. Council's decision will come after full consideration of input from the meeting, submissions from the public and comments from agencies.

Council requests that anyone wishing to provide comments or concerns to Town Council and/or staff do so in written form to ensure that the message is provided effectively and accurately, to record their interest in the matter, and to request a notice of decision of the matter.

Mayor Dehn requested declarations of pecuniary interest. None declared.

Member of Public

Asked if the removal of all trees in the subject area is required for the purpose of geothermal heating.

Senior Planner - Michelle Baya

Advised a tree protection plan and arborist's report was submitted which identified the trees that are intended for preservation and removal.

Troy Luehof - 11 Erin Heights Drive

Asked what type of supervision of the work will take place and what recourse the Town has if the plan is not followed. Asked if there is a reforestation plan.

Senior Planner - Michelle Baya

Advised a site alteration agreement will be executed stipulating the scope of work and that securities are tied to this agreement. Advised through submission of the tree protection plan and arborist's report trees were identified as warranting removal or protection.

Member of Public

Expressed concerns regarding consultation with indigenous peoples.

Mayor Dehn

Advised the questions are outside of the scope of the site alteration application.

Member of Public

Asked what impact the tree removal will have on wildlife.

Senior Planner - Michelle Baya

Advised an environment impact study was submitted and reviewed and approved by staff and that submission materials are posted on the Town's website.

Martin Rudd

Commented on tree planting for the Elora Cataract Trailway.

Councillor Brennan

Advised written comments will be taken into consideration as part of the review process and that submitted materials are posted on the Town's website.

Councillor Aylard

Asked about traffic on the bridge on Eighth Line and the closures of Sideroad 17, Dundas Street intersection, and Dundas Street East.

Senior Planner - Michelle Baya

Advised the timing of vegetation and tree removal is regulated by legislation to avoid the nesting season.

Councillor Ryan

Asked for an overview of the timeline of the proposed development.

Ryan Oosterhoff - Mattamy Homes

Advised tree removal will occur early this year, earthworks and grading is expected to begin in the fall of this year, servicing next year, and house construction in 2026 pending approvals.

Councillor Cheyne

Asked what happens in the event of the migratory birds deadline elapsing.

Senior Planner - Michelle Baya

Advised the works would not be possible until the next season.

Councillor Brennan

Asked when a recommendation report will be presented to Council and if there is a mandatory commenting period.

Senior Planner - Michelle Baya

Advised it is anticipated that a recommendation report will go forward at the second Council meeting in February and that this application is subject

to the Town's Site Alteration By-law and not Planning Act statutory requirements.

Mayor Dehn

Asked what route will be taken for equipment to access the site.

Senior Planner - Michelle Baya

Advised that information will be confirmed and included in a recommendation report to Council.

Mayor Dehn

Advised Council will consider all input prior to making a decision on the matter. Upon a decision by Council, notice will be provided to all persons who requested notice in writing.

Declared the public meeting adjourned.

Resolution # 24-35

Moved By Councillor Cheyne

Seconded By Councillor Brennan

Be it resolved that Council hereby receive report number PD2024-01 “Application for Site Alteration Permit for 5520 Eighth Line and 5552 Eighth Line, Mattamy (Erin) Limited and 2779181 Ontario Inc. (Coscorp); Public Meeting” for information.

Carried

5. Closed Session

Resolution # 24-36

Moved By Councillor Aylard

Seconded By Councillor Ryan

Be it resolved that Council adjourns the meeting to proceed into a closed session at the hour of 3:30 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations.

Carried

6. Return from Closed Session

6.1 Motion to Reconvene

Resolution # 24-37

Moved By Councillor Cheyne

Seconded By Councillor Ryan

Be it resolved that the meeting be reconvened at the hour of 4:50 PM.

Carried

6.2 Report Out

Resolution # 24-38

Moved By Councillor Brennan

Seconded By Councillor Aylard

Be it resolved that that staff be directed to proceed as discussed.

Carried

7. Community Announcements

- East Wellington Family Health Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- The Erin Library is holding a Family Game Night from 6:00PM to 7:00PM.
- The Air Cadets annual Lasagna Dinner Fundraiser will be held Saturday, February 24th at the Legion commencing at 6:00PM. Tickets are \$38 per person.
- Also on Saturday, February 24th the "Coldest Night of the Year" takes place in support of EWCS from 4:00PM to 7:00PM at the Erin Fairgrounds.
- Starting on Sunday, March 3rd Century Church Theatre presents "An Act of Imagination" with matinees at 2:30PM on March 3rd, 10th and 17th and evening performances at 8:00PM on March 9th, 15th and 16th.
- The Erin Chamber of Commerce is holding a business mixer on February 15th entitled "Small Business Love" at the Topsy Fox Pub and a second event on March 9th entitled "St. Practice Day" at the Erin Legion (Please contact the Chamber for tickets).
- Several events are taking place on Family Day (Monday, February 19th) including by the Erin Rotary Club at Centre 2000. The event includes a family skate, carnival, magic show and photo booth. The event is free and takes place from 10:00AM to 3:00PM.
- Also on Family Day, Erin Hills Acres is hosting a variety of outside events. Please see their website for more details.

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

8. Adoption of Minutes

Resolution # 24-39

Moved By Councillor Cheyne

Seconded By Councillor Aylard

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

December 14th - Regular Council Meeting

Carried

9. Business Arising from the Minutes

None.

10. Delegations/Petitions/Presentations

10.1 Project Manager - Traffic Management Update

Resolution # 24-40

Moved By Councillor Aylard

Seconded By Councillor Brennan

Be it resolved that the presentation by the Project Manager regarding traffic management be received for information.

Carried

11. Reports

11.1 Corporate Services

11.1.1 Finance

11.1.1.1 2024 Interim Tax By-law

Resolution # 24-41

Moved By Councillor Brennan

Seconded By Councillor Ryan

Be it resolved that Council hereby receive report number F2024-03 “*2024 Interim Tax By-law*” for information;

And that Council hereby approve the proposed 2024 Interim Tax By-law as presented in Appendix A of this report.

Carried

11.1.1.2 2023 Treasurer's Statement of Remuneration Paid to Council and Appointed Members

Resolution # 24-42

Moved By Councillor Aylard

Seconded By Councillor Cheyne

Be it resolved that Council hereby receive report number F2024-04 “*2023 Treasurer’s Statement of Remuneration Paid to Council and Appointed Members*” for information.

Carried

11.1.2 Legislative Services

11.1.2.1 Revised Advisory Committee Policy and Procedures

Resolution # 24-43

Moved By Councillor Ryan

Seconded By Councillor Brennan

Be it resolved that Council hereby receives report number C2024-02 "*Revised Advisory Committee Policy and Procedures*" for information;

And that Council approve the revised Committee Policy and Procedures as presented in Appendix A to this report.

Carried

11.1.2.2 2024 Acting Mayor Schedule

Resolution # 24-44

Moved By Councillor Aylard

Seconded By Councillor Cheyne

Be it resolved that Council hereby receive report number C2024-03 "*2024 Acting Mayor Schedule*" for information;

And that Council hereby approve the 2024 Acting Mayor Schedule attached as Appendix A to this report as amended;

And that the Clerk have the authority to change the Acting Mayor Schedule should a member of Council become unavailable.

Carried

11.2 Committees

11.2.1 COA - Minutes of November 15, 2023

Resolution # 24-45

Moved By Councillor Cheyne

Seconded By Councillor Brennan

Be it resolved that Council hereby receive the Committee of Adjustment minutes of November 15th, 2023.

Carried

11.2.2 PRTAC - Minutes of November 16, 2023

Resolution # 24-46

Moved By Councillor Ryan

Seconded By Councillor Aylard

Be it resolved that Council hereby receive the Parks, Recreation & Trails Advisory Committee minutes of November 16th, 2023.

Carried

11.2.3 ESAC - Minutes of December 11, 2023

Resolution # 24-47

Moved By Councillor Brennan
Seconded By Councillor Cheyne

Be it resolved that Council hereby receive the Environment & Sustainability Advisory Committee minutes of December 11th, 2023.

Carried

12. New Business

None.

13. Correspondence

None.

14. By-Laws

Resolution # 24-48

Moved By Councillor Ryan
Seconded By Councillor Aylard

Be it resolved that By-Law number 24-08 is hereby passed.

24-08

Being a By-law to provide for a 2024 Interim tax levy and to provide for the payment of taxes and to provide for penalty and interest of 1.25 percent

Carried

Resolution # 24-49

Moved By Councillor Cheyne
Seconded By Councillor Brennan

Be it resolved that the Council of the Corporation of the Town of Erin having given due consideration to the following By-law 24-09 as reproduced in this days Council agenda be passed and authorize the Mayor and Clerk to sign and seal same.

24-09

A By-law to confirm the proceedings of Council at its Regular Meeting held February 8, 2024

Carried

15. Notice of Motion

Councillor Aylard presented a Notice of Motion respecting the 5520 and 5552 Eighth Line site alteration permit application that was withdrawn.

16. Adjournment

Resolution # 24-50

Moved By Councillor Aylard
Seconded By Councillor Cheyne

Be it resolved that the meeting be adjourned at the hour of 5:45 PM.

Carried

Mayor Michael Dehn

Clerk Lisa Campion