



## Minutes of the Town of Erin Special Council Meeting

February 29, 2024

3:00 PM

Municipal Council Chamber

<b>Present:</b>	<b>Michael Dehn</b>	<b>Mayor</b>
	<b>Cathy Aylard</b>	<b>Councillor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Jamie Cheyne</b>	<b>Councillor</b>
	<b>Bridget Ryan</b>	<b>Councillor</b>
<b>Staff Present:</b>	<b>Jim Sawkins</b>	<b>Interim Chief Administrative Officer</b>
	<b>Michelle Baya</b>	<b>Senior Planner</b>
	<b>Nicole Cardow</b>	<b>Acting Clerk</b>
	<b>Joe Forte</b>	<b>Chief Building Official</b>
	<b>Justin Grainger</b>	<b>Legislative &amp; Licensing Coordinator</b>
	<b>Wendy Parr</b>	<b>Director of Finance &amp; Treasurer</b>

**1. Call to Order**

Mayor Dehn called the meeting to order.

**2. Appointment of Acting Clerk**

**Resolution # 24-51**

**Moved By** Councillor Ryan

**Seconded By** Councillor Cheyne

**Be it resolved that** Nicole Cardow is hereby appointed to hold the office of Clerk of the Corporation of the Town of Erin effective February 29<sup>th</sup>, 2024.

**Carried**

**3. Approval of Agenda**

**Resolution # 24-52**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

**Be it resolved that** the agenda be approved as circulated.

**Carried**

**4. Declaration of Pecuniary Interest**

None.

**5. Community Announcements**

- Century Church Theatre presents "An Act of the Imagination" opening Sunday, March 3rd and running through to St. Patrick's Day on March 17th.
- On Saturday, March 9th Seedy Saturday returns to Erin Village from 10:00AM to 3:00PM at the Erin United Church.
- The Chamber of Commerce is hosting a St. Practice Day social on Saturday, March 9th at the Erin Legion. Tickets are \$30 and the doors open at 7:00PM.
- Also in March the Erin Agricultural Society is hosting an event for the Horse Heritage Committee. The film "The Long Rider" will be shown starting at 6:00PM and tickets are \$12. Contact the society for more information.
- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- On Tuesday, March 12th the Hillsburgh Library presents Mr. J and the Groovy Gang from 2:00PM to 3:00PM for music and singing.
- Also on Tuesday, March 12th the Erin Library repeats their Family Games Night at 6:00PM with a variety of board games available.
- On Wednesday, March 13th Hillsburgh Library presents "Pirate Party - Pirate Ship Potted Plant" from 11:00AM to Noon where children can make a pirate ship potted plant from clay.
- Also on Wednesday, March 13th Erin Library holds a March Break Pirate Party for grades JK to 3 at 10:30AM.

- On Thursday, March 14th the Erin Library holds a Babysitting Course from 10:30AM to 5:30PM.
- Also on Thursday, March 14th Hillsburgh Library presents "Tween Scene - Look What You Can Do With Yarn" from 5:30PM to 6:30PM.
- On Friday, March 15th from 10:30AM to 11:15AM Erin Library presents "Captain Corbin the Magical Pirate" who brings his hijinks and fun for the whole family.

Details on these and more at [www.erin.ca/whats-on/](http://www.erin.ca/whats-on/)

## 6. Delegations/Petitions/Presentations

### 6.1 Mary Foley - Celtic Academy of Canada

#### Resolution # 24-53

**Moved By** Councillor Ryan

**Seconded By** Councillor Aylard

**Be it resolved that** the delegation by Mary Foley of the Celtic Academy of Canada be received for information;

**And that** the matter be referred back to staff.

**Carried**

## 7. Reports

### 7.1 Community Services

#### 7.1.1 Planning & Development

##### 7.1.1.1 Recommendation Report for Site Alteration Permit Application SA05-23

#### Resolution # 24-54

**Moved By** Councillor Cheyne

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receive report number PD2024-02 "*Recommendation Report for Site Alteration Permit Application SA05-23*" for consideration;

**And that** Council direct the Town Solicitor, along with such staff and external consultants as may be necessary, be authorized to negotiate and finalize the Site Alteration Agreement substantially in the form as attached as Appendix A, subject to such revisions as may be necessary to the satisfaction of the Chief Administrative Officer;

**And that** the Mayor and Clerk are hereby authorized to do such things, take such steps of actions and execute such documents as may be necessary to give effect to the above;

**And that** the Mayor and Clerk are hereby authorized to execute the Site Alteration Agreement once it is in its final form.

**Carried**

## **7.2 Corporate Services**

### **7.2.1 Finance**

#### **7.2.1.1 Temporary Borrowing By-law 2024**

##### **Resolution # 24-55**

**Moved By** Councillor Brennan

**Seconded By** Councillor Ryan

**Be it resolved that** Council hereby receive report number F2024-05 "*Temporary Borrowing By-law 2024*" for information;

**And that** Council approve the Temporary Borrowing By-law as presented in Appendix A for \$3.0m effective until December 31, 2024.

**Carried**

## **8. Closed Session**

### **Resolution # 24-56**

**Moved By** Councillor Aylard  
**Seconded By** Councillor Cheyne

**Be it resolved that** Council adjourns the meeting to proceed into a closed session at the hour of 3:40 PM to discuss 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.

**Carried**

## 9. Return from Closed Session

### 9.1 Motion to Reconvene

**Resolution # 24-57**

**Moved By** Councillor Ryan  
**Seconded By** Councillor Aylard

**Be it resolved that** the meeting be reconvened at the hour of 4:00 PM.

**Carried**

### 9.2 Report Out

**Resolution # 24-58**

**Moved By** Councillor Ryan  
**Seconded By** Councillor Cheyne

**Be it resolved that** the following individuals be appointed to their respective committees:

**Environment & Sustainability Advisory Committee**

Valerie Chhokar  
Mikaela Pagotto  
Emma Tynan

**Erin Economic Development Committee**

Valerie Chhokar  
Ryan Denniston  
Angus Footman

**Hillsburgh Community Committee**

Ryan Denniston

Calvin Hyde

**Carried**

**10. By-Laws**

**Resolution # 24-59**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Aylard

**Be it resolved that** the By-Laws numbered 24-10 to 24-12 inclusive, are hereby passed.

**24-10**

A By-law to authorize borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2024

**24-11**

Being a By-law to authorize the appointment of Nicole Cardow as Clerk for the Corporation of the Town of Erin; and to repeal By-laws 19-28, 18-10, and 17-51

**24-12**

Being a By-law to appoint Robert Adams as Chief Administrative Officer for the Corporation of the Town of Erin and to repeal By-law 23-36

**Carried**

**Resolution # 24-60**

**Moved By** Councillor Brennan

**Seconded By** Councillor Ryan

**Be it resolved that** the Council of the Corporation of the Town of Erin having given due consideration to the following By-law 24-13 as reproduced in this days Council agenda be passed and authorize the Mayor and Clerk to sign and seal same.

**24-13**

A By-law to confirm the proceedings of Council at its Special Meeting held February 29, 2024

**Carried****11. Notice of Motion**

*Councillor Aylard presented the following Notice of Motion:*

**Whereas**, the Town of Erin's 2024 Budget allocated \$100k for a Traffic Consolidation Study and this study should be considered as a high priority project;

**And whereas**, this study is intended to improve the safety and livability of our community by managing the safe and efficient movement of traffic flow, whether by vehicle, bike or foot;

**And whereas**, it is essential that a proactive stance be taken to ensure that future development is planned to ensure the safety and quality of life for our residents.

**And whereas**, the Traffic Consolidation Study is expected to identify traffic management improvements to address traffic concerns related to:

1. Road safety for all users, families, seniors, school children, pedestrians and cyclists.
2. Expected motor vehicle volumes from a consolidated perspective.
3. Excessive speeding.

**Therefore, be it resolved that** Council direct Administration to expedite a report analyzing the options for fast-tracking the Traffic Consolidation Study before any further development files are presented to Council.

**12. Adjournment**

**Resolution # 24-61**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

**Be it resolved that** the meeting be adjourned at the hour of 4:05 PM.

**Carried**

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Mayor Michael Dehn

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Clerk Nicole Cardow