



## Minutes of the Regular Town of Erin Council Meeting

March 28, 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>Rob Adams</b>	<b>Chief Administrative Officer</b>
	<b>Nicole Cardow</b>	<b>Acting Clerk</b>
	<b>Dee-Enna Dube</b>	<b>Parks &amp; Recreation Officer</b>
	<b>Joe Forte</b>	<b>Director of Planning &amp;</b>
	<b>Angad Gill</b>	<b>Development/Chief Building Official</b>
	<b>Justin Grainger</b>	<b>Finance Co-op Student</b>
	<b>Justin Grainger</b>	<b>Legislative &amp; Licensing Coordinator</b>
	<b>Wendy Parr</b>	<b>Director of Finance &amp; Treasurer</b>
	<b>Jim Sawkins</b>	<b>Director of Fire &amp; Community</b>
		<b>Services/Fire Chief</b>

**1. Call to Order**

Mayor Dehn called the meeting to order.

**2. Approval of Agenda**

**Resolution # 24-79**

**Moved By** Councillor Aylard

**Seconded By** Councillor Cheyne

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

**Carried**

**3. Declaration of Pecuniary Interest**

None.

#### **4. Community Announcements**

- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- Sunday March 31<sup>st</sup> Erin Village Alliance Church is presenting a Pancake Breakfast at 9:00AM. Cost is by donation and visitors are also invited to attend the 10:00AM church service.
- The next Mayor's Breakfast presented by the Erin Chamber of Commerce is at the Legion on Friday April 5<sup>th</sup> at 8:00AM.
- On Saturday April 20<sup>th</sup> Erin Public School is holding a Paper Shredding Event from 8:30AM to Noon. Cost is \$5.00 per box with funds benefitting student programs and activities.
- Wednesday April 24<sup>th</sup> the Shamrock Awards honouring outstanding residents of Erin is taking place at Centre 2000 at 5:30PM.
- Saturday April 27<sup>th</sup> ESAC presents Earth Day celebrations at Centre 2000 with displays and vendors, as well as a community clean-up, from 10:00AM to 3:00PM.
- Also on Saturday April 27<sup>th</sup>, St. Andrew's Church in Hillsburgh is hosting a Community Rally and Dinner. Tickets are \$25 for adults and \$15 for children under 10.
- Erin Refugee Action Group are fundraising to bring another family to Canada. Please consult their website for more information.
- On Good Friday the Hillsburgh Baptist Church is holding a service and on Sunday March 31<sup>st</sup> at 9:30AM St John's Community Church is holding an Easter service.
- On Saturday April 27<sup>th</sup> Hillsburgh Baptist Church is holding a music event with doors opening at 7:00PM. Proceeds will be donated to the EWCS Food Bank.

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

#### **5. Adoption of Minutes**

##### **Resolution # 24-80**

**Moved By** Councillor Ryan

**Seconded By** Councillor Cheyne

**Be it resolved that** Council hereby adopts the following meeting minutes as circulated;  
March 14th - Regular Council Meeting

**Carried**

**6. Business Arising from the Minutes**

None.

**7. Delegations/Petitions/Presentations**

**7.1 Erin Citizens' Climate Lobby - Green Development Standards**

**Resolution # 24-81**

**Moved By** Councillor Ryan

**Seconded By** Councillor Aylard

**Be it resolved that** the delegation by Liz Armstrong of the Erin Citizens' Climate Lobby be received for information.

**Carried**

**8. Reports**

**8.1 Community Services**

**8.1.1 Fire & Emergency Services**

**8.1.1.1 4th Quarter 2023 Town of Erin Fire & Emergency Services Report**

**Resolution # 24-82**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receive report number FD2024-02 "*4<sup>th</sup> Quarter 2023 Town of Erin Fire & Emergency Services Report*" for information.

**Carried**

**8.2 Corporate Services**

**8.2.1 Finance**

**8.2.1.1 Property Tax and Collection Policy**

**Resolution # 24-83**

**Moved By** Councillor Aylard

**Seconded By** Councillor Ryan

**Be it resolved that** Council receive report number F2024-07 “*Property Tax and Collection Policy*” for information;

**And that** Council adopt the Property Tax and Collection Policy as presented in Appendix A of this report.

**Carried**

**8.3 Infrastructure Services**

**8.3.1 Parks, Recreation & Culture**

**8.3.1.1 Carberry Park Playground - Sole Source Purchase**

**Resolution # 24-84**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Brennan

**Be it resolved that** Council hereby receive report number PR2024-01 “*Carberry Park Playground- Sole Source Purchase*” for information;

**And that** Council authorize staff to purchase a new inclusive playground for Carberry Park via sole source purchase in accordance with the quotation price of \$153,327.00 excluding non-rebate HST.

**And that** Council authorize staff to utilize up to \$21,000.00 from the Parks and Recreation Services Development Charges Reserve for site preparation and paving a parking area and walkway for accessibility.

**Carried**

**8.3.2 Water**

**8.3.2.1 2023 Section 11 Annual Reports and Schedule 22  
Summary Reports**

**Resolution # 24-85**

**Moved By** Councillor Brennan  
**Seconded By** Councillor Aylard

**Be it resolved that** Council hereby receive the 2023 Section 11 Annual Reports and Schedule 22 Summary Reports for the Erin and Hillsburgh Drinking Water Systems for information.

**Carried**

**8.4 Committees**

**Resolution # 24-86**

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

**Be it resolved that** Council hereby receive the following committee meeting minutes as circulated;  
Committee of Adjustment minutes of February 21, 2024;

And the Town of Erin Heritage Committee minutes of February 26, 2024.

**Carried**

**9. New Business**

**9.1 Councillor Cheyne - Heritage Plaque Program**

**Resolution # 24-87**

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

**Be it resolved that** staff be directed to deliver a report to Council respecting establishing a Heritage Plaque Program in partnership with the Heritage Committee.

**Carried**

**10. Correspondence**

**10.1 2024 Activity List**

**Resolution # 24-88**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

**Be it resolved that** Council receives correspondence item 10.1 for information.

**Carried**

**11. Closed Session**

**Resolution # 24-89**

**Moved By** Councillor Ryan

**Seconded By** Councillor Aylard

**Be it resolved that** Council adjourns the meeting to proceed into a closed session at the hour of 4:28 PM to discuss matters under the following exemptions in the Municipal Act S. 239 (2):

(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

**Carried**

**12. Return from Closed Session**

**12.1 Motion to Reconvene**

**Resolution # 24-90**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

**Be it resolved that** the meeting be reconvened at the hour of 4:54 PM.

**Carried**

**12.2 Report Out**

**Resolution # 24-91**

**Moved By** Councillor Aylard

**Seconded By** Councillor Ryan

**Be it resolved that** Council hereby adopt the recommendations contained within the Town Solicitor's report dated March 25th, 2024.

**Carried**

**13. By-Laws**

**Resolution # 24-92**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

**Be it resolved that** the Council of the Corporation of the Town of Erin having given due consideration to the following By-law 24-15 as reproduced in this days Council agenda be passed and authorize the Mayor and Clerk to sign and seal same.

**24-15**

A By-law to confirm the proceedings of Council at its Regular Meeting held March 28, 2024

**Carried**

**14. Notice of Motion**

*Councillor Cheyne presented the following Notice of Motion:*

**Whereas**, community engagement through either sports or group activities help create a strong community;

**And whereas**, Town Council applauds and encourages these activities;

**And whereas**, our community is growing numerically and culturally;

**And whereas**, the cost of everything has increased over the last number of years;

**Therefore, be it resolved that** staff be directed to deliver a report to Council on the feasibility of budgeting up to \$30,000 for the 2025 Community Grant Program and that the budgeted amount be reviewed annually thereafter.

**15. Adjournment**

**Resolution # 24-93**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Aylard

**Be it resolved that** the meeting be adjourned at the hour of 4:56 PM.

**Carried**

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Mayor Michael Dehn

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Clerk Nicole Cardow