



**Minutes of the Regular Town of Erin Council Meeting**

**May 23, 2024**

**3:00 PM**

**Municipal Council Chamber**

<b>Present:</b>	<b>Michael Dehn</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Jamie Cheyne</b>	<b>Councillor</b>
	<b>Bridget Ryan</b>	<b>Councillor</b>
<b>Absent:</b>	<b>Cathy Aylard</b>	<b>Councillor</b>
<b>Staff Present:</b>	<b>Rob Adams</b>	<b>Chief Administrative Officer</b>
	<b>Joe Forte</b>	<b>Chief Building Official/Director of Planning &amp; Development</b>
	<b>Nina Lecic</b>	<b>Director of Legislative Services &amp; Town Clerk</b>
	<b>Wendy Parr</b>	<b>Director of Finance &amp; Treasurer</b>
	<b>Jim Sawkins</b>	<b>Director of Fire &amp; Emergency Services/Fire Chief</b>
	<b>Dee-Enna Dube</b>	<b>Manager of Parks &amp; Recreation</b>
	<b>David Waters</b>	<b>Manager of Planning &amp; Development</b>
	<b>Justin Grainger</b>	<b>Deputy Clerk</b>

**1. Call to Order**

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

**2. Approval of Agenda**

**Resolution # 24-136**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Brennan

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

**Carried**

**3. Declaration of Pecuniary Interest**

None.

**4. Community Announcements**

- On May 23rd, a car theft seminar will be held at Centre 2000 at 7:00PM
- Hillsburgh community theatre is ongoing until June 2nd
- On May 25th, the County of Wellington's Spring Rural Romp will be held from 10:00AM to 4:00PM
- Also on May 25th, the Erin Firefighter's Car Wash will be held at Station 10

- On June 1st, the Orton Community Association is holding a garage sale
- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information
- Over Here is holding its Arts by the Pond event on Saturday, May 25th from 10:00AM to 4:00PM at the Hillsburgh Library
- Also on the May 25th, the Town presents "Touch-A-Truck" from 10:00AM to Noon at the Town Hall
- Erin Lions Club presents their annual Pet Valu Walk for Guide Dogs at Centre 2000 on Sunday, May 26th with sign-up at 10:30AM and the walk commencing at 11:00AM
- On Saturday, June 1st Erin Village Alliance Church is holding a fundraiser including crafts, baked goods and a yard sale from 10:00AM to 3:00PM
- On Tuesday, June 4th the Air Cadets are holding their annual review at Centre 2000 at 6:30PM
- The Waterloo-Wellington Children's Groundwater Festival takes place on Wednesday, June 5th starting at 10:00AM at Marden Park
- Hillsburgh Firefighters are holding their annual garage sale on June 8th and 9th at the Hillsburgh Community Centre
- Also on June 8th, the Erin Chamber of Commerce is holding a Summer Jam Celebration in the Village of Erin

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

**5. Adoption of Minutes**

**Resolution # 24-137**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

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

**May 1st - Special Council Meeting;**

**May 9th - Regular Council Meeting;**

**May 9th - Public Meeting;**

**and the Confidential Minutes of the Closed Session Meeting held on May 9th, 2024.**

**Carried**

**6. Business Arising from the Minutes**

None.

**7. Delegations/Petitions/Presentations**

**7.1 Wellington Federation of Agriculture - Agri Food System Study**

**Resolution # 24-138**

**Moved By** Councillor Ryan

**Seconded By** Councillor Brennan

**Be it resolved that the delegation by the Wellington Federation of Agriculture regarding the agri-food system study be received for information.**

**Carried**

**7.2 Rotary Club of Erin - Community Work**

**Resolution # 24-139**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Brennan

**Be it resolved that the delegation by the Rotary Club of Erin regarding the club's community work be received for information.**

**Carried**

**7.3 Christina Costa - Erin Community Centre Renovations**

**Resolution # 24-140**

**Moved By** Councillor Brennan

**Seconded By** Councillor Ryan

**Be it resolved that the delegation by Christina Costa regarding the path behind the Erin Community Centre be received for information.**

**Carried**

**8. Reports**

**8.1 Community Services**

**8.1.1 Fire & Emergency Services**

**8.1.1.1 1st Quarter 2024 Town of Erin Fire & Emergency Services Report**

**Resolution # 24-141**

**Moved By** Councillor Ryan

**Seconded By** Councillor Cheyne

**Be it resolved that Council hereby receives report number FD2024-03 "1<sup>st</sup> Quarter 2024 Town of Erin Fire & Emergency Services Report" for information.**

**Carried**

**8.1.2 Planning & Development**

**8.1.2.1 Recommendation Report Part Lot Control Application (PLC24-01), National Properties Inc. (Solmar Glen Erin Phase 1 Plan 61M-258)**

**Resolution # 24-142**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Brennan

**Be it resolved that Council hereby receives report number PD2024-07 “Recommendation Report Part Lot Control Application (PLC24-01), National Properties Inc. (Solmar Developments)” for information;**

**And that By-law #24-27 as listed on the May 23, 2024 agenda be approved.**

**Carried**

## **8.2 Corporate Services**

### **8.2.1 Finance**

#### **8.2.1.1 2024 Tax Levy Report**

**Resolution # 24-143**

**Moved By** Councillor Ryan

**Seconded By** Councillor Cheyne

**Be it resolved that Council hereby receives report number F2024-13 “2024 Tax Levy Report” for information;**

**And that By-law #24-28 as listed on the May 23, 2024 agenda be approved.**

**Carried**

#### **8.2.1.2 2023 Development Charges - Statement of Treasurer**

**Resolution # 24-144**

**Moved By** Councillor Brennan

**Seconded By** Councillor Ryan

**Be it resolved that Council hereby receives report number F2024-14 “2023 Development Charges – Statement of Treasurer” for information.**

**Carried**

## **8.3 Infrastructure Services**

### **8.3.1 Parks, Recreation & Culture**

#### **8.3.1.1 Erin Community Centre Renovation - RFT 2024-01PR**

**Resolution # 24-145**

**Moved By** Councillor Brennan

**Seconded By** Councillor Cheyne

**Be it resolved that Council hereby receives report number PR2024-02 “Erin Community Centre Renovation – RFT 2024-01PR” for information;**

**And that Council authorizes staff to accept the bid received from CPM Construction Ltd. for the Erin Community Centre renovation for a total contract value of \$2,938,800.00 excluding HST;**

**And that Council authorizes staff to allocate additional funds in 2025 of \$1,201,114.88 from the Centre 2000 Capital Reserve in the amount of \$360,334.46, Safe Restart – Covid Grant in the amount of \$156,766.00, and Taxation in the amount of \$684,014.42;**

**And that the Mayor and Town Clerk are hereby authorized to enter into an agreement with the contractor.**

**Carried**

**9. Correspondence**

**9.1 2024 Activity List**

**Resolution # 24-146**

**Moved By Councillor Cheyne**

**Seconded By Councillor Ryan**

**Be it resolved that Council receives correspondence item 9.1 for information.**

**Carried**

**10. Closed Session**

**Resolution # 24-147**

**Moved By Councillor Ryan**

**Seconded By Councillor Cheyne**

**Be it resolved that Council proceeds into closed session at the hour of 4:19 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; with respect to staff remuneration.**

**Carried**

**11. Return from Closed Session**

**11.1 Motion to Reconvene**

**Resolution # 24-148**

**Moved By Councillor Brennan**

**Seconded By Councillor Ryan**

**Be it resolved that the meeting be reconvened into open session at the hour of 4:42 PM.**

**Carried**

**11.2 Report Out**

**Resolution # 24-149**

**Moved By** Councillor Cheyne

**Seconded By** Councillor Ryan

**Be it resolved that the verbal presentation be received for information;**

**And that staff proceed as directed by Council.**

**Carried**

**12. By-Laws**

**Resolution # 24-150**

**Moved By** Councillor Brennan

**Seconded By** Councillor Ryan

**Be it resolved that the By-Laws numbered 24-27 to 24-29, inclusive, are hereby passed.**

**Carried**

**13. Notice of Motion**

None.

**14. Adjournment**

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 4:43 PM.

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Mayor Michael Dehn

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Town Clerk Nina Lecic