



TOWN OF ERIN

MINUTES OF THE REGULAR COUNCIL MEETING

February 13, 2025

2:30 PM

Municipal Council Chamber

Present:	Michael Dehn	Mayor
	Cathy Aylard	Councillor
	John Brennan	Councillor
	Jamie Cheyne	Councillor
	Bridget Ryan	Councillor
Staff Present:	Rob Adams	Chief Administrative Officer
	Scott Bates	Interim Director of Fire & Emergency Services/Fire Chief
	Brian Kavanagh	Director of Infrastructure Services & Town Engineer
	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
	Jessica Peake	Senior Planner

1. Call to Order

Mayor Dehn called the meeting to order at the hour of 2:30 PM.

2. Approval of Agenda

Resolution # 25-11

Moved By Councillor Cheyne

Seconded By Councillor Brennan

That the agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Closed Session

Resolution # 25-12

Moved By Councillor Ryan

Seconded By Councillor Aylard

That Council proceeds into a closed session at the hour of 2:30 PM to discuss the matter(s) under the following exemptions in the Municipal Act S. 239 (2) pertaining to:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; with respect to a potential land acquisition for infrastructure development purposes.

Carried

5. Return from Closed Session

5.1 Motion to Reconvene

Resolution # 25-13

Moved By Councillor Aylard

Seconded By Councillor Ryan

That the meeting be reconvened into open session at the hour of 3:01 PM.

Carried

5.2 Report Out

Resolution # 25-14

Moved By Councillor Brennan

Seconded By Councillor Cheyne

That the confidential report be received for information.

Carried

6. Community Announcements

- The Town of Erin and Rotary Club are holding a Family Day event at Centre 2000.
- The Ross Ferguson Air Cadets are holding a Roast Beef Lunch on February 14th, a Seniors Lunch on February 19th, and a Lasagna Dinner on February 22nd.
- Also on February 22nd, East Wellington Community Services is holding the "Coldest Night of the Year" fundraising walk starting at 4:00 PM in the Shamrock Room at Centre 2000.
- On February 25th, the Wellington County Museum & Archives presents a "History of Hillsburgh" at the museum in Aboyne starting at 5:00 PM.
- On February 26th, the Town is holding an Information Open House event regarding the Transportation Master Plan from 5:00 PM to 7:00 PM at the Erin Legion. Visit the Erin Engaged website for more information.
- On March 8th from 1:00 PM to 3:00 PM, a special event in celebration of Erin International Women's Day will be held at the Rural Commons. Students are invited to attend and to register in advance at eriniwd.ca.
- Also on March 8th, "Seedy Saturday" takes place at the Erin United Church from 10:00 AM to 3:00 PM.
- On March 20th, the Erin Chamber Commerce is hosting a Members Mixer at The Kitchen and Club Ned in Erin Village.
- Also on March 20th, the Ontario Farmland Trust is hosting its annual Farmland Forum at The GrandWay Events Centre in Elora. Visit their website for more information.

- On March 26th, the Erin Agricultural Society is hosting a "House Heritage Movie Night" at Centre 2000 at 6:00 PM.
- EWFH Team continues its series of virtual workshops on a variety of topics. Please consult their website for more information.
- The Government of Canada has extended the deadline for 2024 charitable donations to February 28th, 2025.

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

7. Adoption of Minutes

Resolution # 25-15

Moved By Councillor Cheyne

Seconded By Councillor Brennan

**That Council hereby adopts the following meeting minutes as circulated;
January 23rd - Regular Council Meeting
And the Confidential Minutes of the Closed Session Meeting held on
January 23rd, 2025.**

Carried

8. Business Arising from the Minutes

None.

9. Delegations/Petitions/Presentations

None.

10. Reports

10.1 F2025-01 2025 Interim Tax By-law

Resolution # 25-16

Moved By Councillor Ryan

Seconded By Councillor Aylard

That Council hereby receives report number F2025-01 “2025 Interim Tax By-Law” for information;

And that By-law 25-03, to provide for a 2025 interim tax levy, as listed on the February 13, 2025, agenda be approved.

Carried

10.2 F2025-02 Statement of Remuneration Paid to Council and Appointed Members

Resolution # 25-17

Moved By Councillor Brennan

Seconded By Councillor Cheyne

That Council hereby receives report number F2025-02 “2024 Treasurer’s Statement of Remuneration Paid to Council and Appointed Members” for information.

Carried

10.3 C2025-05 Acting Mayor Schedule

Resolution # 25-18

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That report number C2025-05 “Acting Mayor Schedule” be received for information;

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

And that Council hereby delegates the authority to revise the Acting Mayor Schedule to the Town Clerk in accordance with the availability of Members.

Carried

10.4 C2025-06 Appointment of Integrity Commissioner

Resolution # 25-19

Moved By Councillor Brennan
Seconded By Councillor Aylard

That report number C2025-06 “Appointment of Integrity Commissioner” be received for information;

And that staff be directed to enter into a contract with Aird & Berlis LLP for Integrity Commissioner services for the remainder of the current contract term to the end of 2026;

And that By-law 25-04, to appoint Aird & Berlis LLP as the Town’s Integrity Commissioner and repeal By-law 22-12, as presented on the February 13, 2025, agenda be approved.

Carried

10.5 PR2025-01 2025 Fees and Charges By-law Amendment

Resolution # 25-20

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That report number PR2025-01 “2025 Fees and Charges By-law Amendment” be received for information;

And that By-law 25-05, to amend the Fees and Charges By-law, as listed on the February 13, 2025, agenda be approved.

Carried

10.6 PD2025-01 Planning Services Rates and Fees By-law

Resolution # 25-21

Moved By Councillor Aylard
Seconded By Councillor Brennan

That Council hereby receives report number PD2025-01 “Planning Services Rates and Fees By-law” for information;

And that By-law 25-06, to establish fees to be charged in the processing of applications made in respect of Planning and Development matters, and to repeal By-laws 01-28, 19-56, 22-35, and 23-31, as listed on the February 13, 2025, agenda be approved.

Carried

10.7 PD2025-02 Amendments to Heritage Designation By-laws – Hillsburgh Village

Resolution # 25-22

Moved By Councillor Cheyne
Seconded By Councillor Ryan

That Council hereby receives report number PD2025-02 “Amendments to Heritage Designation By-laws – Hillsburgh Village” for information;

And that Council adopts By-laws 25-07, 25-08, 25-09, 25-10, 25-11, 25-12 and 25-13 to amend Heritage Designation By-laws, 23-48, 23-49, 23-51, 23-54, 23-57, 23-58 and 23-59, respectively, as listed on the February 13, 2025, agenda;

And that the Town Clerk is hereby authorized to serve a copy of the amending By-laws on the owner of the property and on the Ontario Heritage Trust, and to update the Register established under subsection 27 of the Ontario Heritage Act;

And that the Town Solicitor is hereby authorized to register a copy of the amending By-laws with the Land Registry Office against the lands described in Schedule “B” of the amending By-laws.

Carried

10.8 PD2025-03 Zoning By-law Amendment Z23-02, Blackthorn Development Corporation on behalf of Beachcroft Investments Inc., 63 and 63A Trafalgar Road

Resolution # 25-23

Moved By Councillor Brennan
Seconded By Councillor Ryan

That report number PD2025-03 “Zoning By-law Amendment Z23-02, Blackthorn Development Corporation on behalf of Beachcroft Investments Inc., 63 and 63A Trafalgar Road” be received for information;

And that Council approves the Zoning By-law Amendment Application by Blackthorn Development Corporation on behalf of Beachcroft Investments Inc., 63 and 63A Trafalgar Road, and adopts By-law 25-14, to amend Zoning By-law 07-67, as listed on the February 13, 2025, agenda.

Carried

10.9 W2025-02 Award of RFT 2024-01W – A, B and C – Municipal Wells – Construction and Hydraulic Testing

Resolution # 25-24

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That Council hereby receives report number W2025-02 “Award of RFT 2024-01W – A, B and C – Municipal Wells – Construction and Hydraulic Testing” for information;

And that Council direct staff to proceed with the award to Aardvark Drilling Inc. in the amount of \$1,858,607.05, excluding HST.

Carried

11. Correspondence

11.1 2025 Activity List

Resolution # 25-25

Moved By Councillor Brennan
Seconded By Councillor Aylard

That Council receives correspondence item 11.1 for information.

Carried

12. Closed Session

Resolution # 25-26

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That Council proceeds into a closed session at the hour of 4:09 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; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; with respect to personnel matters.

Carried

13. Return from Closed Session

13.1 Motion to Reconvene

Resolution # 25-27

Moved By Councillor Brennan
Seconded By Councillor Ryan

That the meeting be reconvened into open session at the hour of 4:21 PM.

Carried

13.2 Report Out

Resolution # 25-28

Moved By Councillor Ryan
Seconded By Councillor Cheyne

That staff proceed as directed.

Carried

14. By-Laws

Resolution # 25-29

Moved By Councillor Brennan
Seconded By Councillor Aylard

That the By-Laws numbered 25-03 to 25-15, inclusive, are hereby passed.

Carried

15. Notice of Motion

None.

16. Adjournment

There being no further business to discuss, the Mayor adjourned the meeting at the hour of 4:22 PM.

Mayor Michael Dehn

Town Clerk Nina Lecic