

Minutes of a regular meeting of the Amherstburg Municipal Council held Monday, March 12, 2007 at 7:00 p.m.

**PRESENT**

Mayor Wayne Hurst  
Deputy Mayor Robert Bailey  
Councillor Rick Fryer  
Councillor Robert Pillon  
Councillor Paul Renaud  
Councillor John Sutton

**ABSENT**

Councillor Rosa White (on vacation)

**ALSO PRESENT**

Frank Pizzuto, Chief Administrative Officer  
David Mailloux, Clerk  
Paul Beneteau, Treasurer  
Carol Bendo, H.R. Specialist/Dep. Clerk  
Lou Zarlenga, Public Works Manager  
Stephen Brown, Chief Building Official  
Lory Bratt, Planning Coordinator  
Ron Dzombak, Manager of Recreational Services  
Dave Carpenter, IT Manager

**PRAYER**

Father Brian Jane said prayer.

**DISCLOSURE OF PECUNIARY INTEREST**

Councillor Sutton disclosed a conflict of interest with Correspondence Item #7

**MINUTES OF PREVIOUS MEETING**

Moved by P. Renaud, seconded by R. Fryer that the regular meeting of the Amherstburg Municipal Council held Monday, February 26, 2007, be adopted with the following correction: Report #1 add to motion, after referred to staff, add “and Parks Committee”  
Motion Carried

**DELEGATIONS**

Ken Schmidt of Essex Region Conservation Authority will present ERCA’s Annual Report 2006, Business Plan 2007, and specific initiatives with the community Amherstburg. – Rescheduled to a future meeting.

**REPORTS OF MUNICIPAL OFFICERS**

**Report #1**

The applicant is proposing the construction of a warehousing facility being 4500 sq. ft. in area at property municipally known as 1000 Alma Street for purposes of a warehouse/office.

Moved by P. Renaud, seconded by J. Sutton that the report from Lory Bratt, dated March 6, 207 regarding Site Plan Agreement 1580724 Ontario Inc. – 1000 Alma Street, be received and that Council approve the site plan for the warehouse/office proposed for 1000 Alma Street and that **By-law 2007-22**; being a by-law to authorize the signing of a Development Agreement (1000 Alma Street) be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

**Report #2**

Sign By-law 2003-32 Section 4.1(i) requires any sign placed in the public road allowance to be approved by Council resolution. The owner of Great Estates and Ponds has petitioned Council for permission to allow the placement of four directional style signs. One pair of signs is proposed for Alma Street and the other is for Simcoe in the general vicinity of 4<sup>th</sup> Concession.

Moved by J. Sutton, seconded by R. Fryer that the report from Stephen Brown, dated March 7, 2007 regarding Placement of Directional Signs on Municipal Property be received and that Council concur with the recommendation that Great Estates and Ponds be permitted to place directional signs in the public right of way subject to the approval of the Public Works Manager and County authorities.

Motion Carried

**Report #3**

The Town has received a request for repair and improvement to the Darragh Drain from 1681351 Ont. Inc. (Loris Collavino). Loris wishes to relocate a portion of the Darragh Drain situated on his lands to optimize his property.

Moved by R. Pillon, seconded by P. Renaud that the report from Lou Zarlenga, dated March 5, 2007, regarding request for Relocation of a Portion of the Darragh Drain, be received and that Council concur with the recommendation that Mr. Ed Dries, P. Eng. from the firm of Todgham & Case Inc., Consulting Engineers be appointed under the Drainage Act to prepare the required Drainage report for the relocation of a portion of the Darragh Drain.

Motion Carried

**Report #4**

The Town of Amherstburg in 2006 approved a customer service kiosk, located in the lobby of Town Hall, to improve customer service to residents. The kiosk is now slated for implementation in summer 2007.

Moved by R. Bailey, seconded by P. Renaud that the report from Frank Pizzuto, dated Jan. 31, 2007, regarding implementation of Customer Service Kiosk, be received and that Council re-affirm its decision to implement a customer service kiosk at Town Hall.

Motion Carried

**Report #5**

A tentative schedule has been put in place to allow for the installation of a town wide phone system. Changes to the Ranta Marina phones will be held in abeyance.

Moved by P. Renaud, seconded by R. Pillon that the report from Dave Carpenter, dated Feb. 19, 2007, regarding Phone System Implementation Update be received.

Motion Carried

**Report #6**

The purpose of the event is to showcase local and larger market talent and will be a venue that will heighten community pride and will be a people generator for local businesses. Anne Rota, Elio Del Col and Barry Brewin gave a brief outline of the proposed event.

Moved by R. Pillon, seconded by J. Sutton that the report from Carol Bendo, dated March 7, 2007, regarding New Summer Event – Dalhousie St. Caravan, be received.

Motion Carried

**Report #7**

The purpose of the Special Events Policies & Procedures Manual is to incorporate into one manual policies and procedures used by the various agencies and departments within the Town of Amherstburg to process applications for special events. It will also outline an approved policy regarding the operation of events on Town of Amherstburg property, streets and roadways.

The Special Events Policies and Procedures Manual will enable organizers to cohesively plan for their special events within guidelines in regards to the various municipal departments that would be involved with the successful execution. The manual and procedures would be a “one stop shop” guide, whereby each stakeholder in the process of planning for the special event, is informed and aware of each others role.

Moved by R. Fryer, seconded by J. Sutton that the report from Anne Rota, dated March 6, 2007 regarding Policy and Procedures Manual for Town of Amherstburg – Special Events, be received and that Council support the development of a Special Events policy and procedures manual for festivals and special events held within the Town of Amherstburg.

Motion Carried

**Report #8**

The Town of Amherstburg has been working with Nexen Inc. leading to a letter of intent which will see the outright purchase of the Amherstburg Nexen property by the Town. On an interim basis a lease agreement and an easement agreement for the opening of Thomas Road for vehicular traffic are being put in place.

Moved by J. Sutton, seconded by R. Bailey that the report from Frank Pizzuto, dated March 8, 2007 regarding Lease of Nexen Property and Easement Agreement for Thomas Road be received and that the Town of Amherstburg confirm the signing of a Letter of Intent with Nexen Inc. for the short term lease (maximum 2 years) and the long term purchase of the Amherstburg Nexen property on Alma Street; and

That the Town confirm entering into an easement agreement with Nexen Inc. for the re-opening of Thomas Road to vehicular traffic.

Motion Carried

**Report #9**

The Town of Amherstburg with support from the Shores of Erie International Wine Festival and the Amherstburg Chamber of Commerce applied for and received a Rural Economic Development (RED) Grant in the amount of \$45,000 for growth in special events and economic development. This report requests authorization to sign the agreement in relation to this grant.

Moved by P. Renaud, seconded by J. Sutton that the report from Frank Pizzuto, dated March 8, 2007 regarding Rural Economic Development Funding Agreement be received and that Council authorize the Mayor and Clerk to sign the Rural Economic Development Agreement with the Ministry of Agriculture, Food and Rural Affairs and that **By-law 2007-24**; being a by-law to authorize the signing of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Ministry of Agriculture, Food and Rural Affairs (the Ministry) and The Corporation of the Town of Amherstburg, The Shores of Erie International Wine Festival and Amherstburg Chamber of Commerce (the Recipients), be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

**Report #10**

The Town currently does not have a Deputy Chief Building Official in place. The Ontario Building Code Act has a mandatory requirement to have a replacement for the CBO in place and it is recommended that one be appointed.

Moved by P. Renaud, seconded by R. Fryer that the report from Stephen Brown, dated March 8, 2007 regarding Deputy Chief Building Official be received and that the Town appoint Anne Graham as the Deputy Chief Building Official for the Town of Amherstburg effective March 12, 2007 and further that **By-law 2007-25**; being a by-law to appoint a Deputy Chief Building Official, be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

**CORRESPONDENCE**

**Item #1 – 3**

Moved by R. Bailey, seconded by R. Pillon that the following correspondence be received.

1. 2007 ERCA Budget
2. Letter from Ministry of Transport, dated Feb. 23, 2007 regarding a Town of Amherstburg resolution concerning consideration of the Detroit River Tunnel Partnership options within the Detroit River International Crossing Study.
3. Letter from Rotary Club of Harrow, dated Feb. 21, 2007 thanking Council for their support of bingos in Amherstburg.

Motion Carried

**Item #4**

Moved by J. Sutton, seconded by R. Pillon that the notice from Essex County federation of Agriculture, dated Mar. 1, 2007 regarding a 'Wind Energy Workshop', be received and the members that can attend be authorized to do so.

Motion Carried

**Item #5**

Moved by R. Fryer, seconded by J. Sutton that the letter from M & M Meats, dated Feb. 14, 2007 inviting Council to participate in their 19<sup>th</sup> Annual M & M Meat Shops Charity BBQ Day on May 12, 2007, be received and that all Council be encouraged to participate.

Motion Carried

**Item #6**

Moved by J. Sutton, seconded by R. Pillon that the letter from Windsor/Essex County Korean War Veterans Memorial, regarding their Committee who is working towards a permanent Monument in Windsor and requests Council's support, be received and that correspondence be sent indicating our support.

Motion Carried

Councillor Sutton left the Council Chambers.

**Item #7**

Moved by R. Fryer, seconded by P. Renaud that the letter from Amherstburg Community Cup Golf Tournament sponsored by the House of Shalom Youth Centre, dated March 2007, inviting those interested to participate in the tournament, be received and those members that can attend be authorized to do so.

Motion Carried

Councillor Sutton returned to his chair.

**BUSINESS LICENCES**

Moved by P. Renaud, seconded by R. Pillon that:

- the Business Licence Application from Scot Hall of Independent Auction Services to conduct an Auction at the Verdi Club on Texas Road; and

- the Business Licence Application from First Choice Haircutters Ltd. to operate a Hair Cutting Salon at 400 Sandwich St. Unit 800; and

- the Business Licence Application from Dianna Bridgen and Jennifer Lessard to operate a Day Spa at 216 Sandwich St. S.

Be received and approved subject to compliance with all agencies and regulations.

Motion Carried

**MINUTES OF COMMITTEES**

Moved by R. Bailey, seconded by J. Sutton that the minutes of the Amherstburg Committee of Adjustment meetings held Tuesday, November 28, 2006 and Tuesday, January 30, 2007, be received.

Motion Carried

**NEW BUSINESS**

Notice of Motion from Councillor Paul Renaud at the Council meeting of February 26, 2007.

Moved by P. Renaud, seconded by J. Sutton that we support the resolution regarding the use of “off-road vehicles” from the Township of Lanark Highlands dated Jan. 26, 2007.

Motion Lost

Moved by R. Pillon, seconded by R Fryer that the resolution regarding the use of “off-road vehicles” from the Township of Lanark Highlands dated Jan. 26, 2007 be referred to the CAO for a report back to Council.

Motion Carried

**BY-LAWS**

**By-law 2007-22;** being a by-law to authorize the signing of a Development Agreement (1000 Alma Street); (See Report #1)

**BY-LAWS CONT'D.**

Moved by R. Bailey, seconded by R. Pillon that:

**By-law 2007-23;** being a by-law to confirm all resolutions of the Municipal Council be taken as having been read a first, second and third time, be finally passed and the Mayor and the Clerk be authorized to sign same and affix the Corporate Seal thereto.

Motion Carried

**By-law 2007-24;** being a by-law to authorize the signing of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Ministry of Agriculture, Food and Rural Affairs (the Ministry) and The Corporation of the Town of Amherstburg, The Shores of Erie International Wine Festival and Amherstburg Chamber of Commerce (the Recipients) (See Report #9).

**By-law 2007-25;** being a by-law to appoint a Deputy Chief Building Official (see Report #10).

**ADJOURNMENT**

Moved by J. Sutton, seconded by R. Fryer that the meeting adjourn.

Motion Carried

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MAYOR

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CLERK