



**TOWN OF AMHERSTBURG  
COUNCIL MEETING**

**Monday, January 26, 2015**

**7:00 PM**

Council Chambers, 271 Sandwich Street South, Amherstburg

**MINUTES**

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**PRESENT**

Mayor Aldo DiCarlo  
Deputy Mayor Bart DiPasquale  
Councillor Joan Courtney  
Councillor Rick Fryer  
Councillor Jason Lavigne  
Councillor Leo Meloche  
Councillor Diane Pouget

Giovanni (John), Chief Administrative Officer  
Paula Parker, Clerk

**CALL TO ORDER**

The Mayor called the meeting to order at 7:09 p.m.

**DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**  
*(In-Camera agenda items)*

There were no disclosures of pecuniary interest noted.

**SPECIAL IN-CAMERA MEETING**

Deputy Mayor DiPasquale moved, Councillor Meloche seconded:

**That Council move into an In-Camera Meeting of Council at 4:10 pm., pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:**

**ITEM A – Discussion of Committee Applications**

Section 239 (2)(b) - Personal matters about an identifiable individual, including municipal of local board employees

**ITEM B – Report regarding the Director of Financial Services - Council Question regarding Unfinished Business Item # CAO 2**

Section 239 (2)(b) - Personal matters about an identifiable individual, including municipal of local board employees

**ITEM C - Finance Department Reorganization - Unfinished Business Item # CAO 3**

Section 239 (2)(b) - Personal matters about an identifiable individual, including municipal of local board employees

**ITEM D - Verbal Update regarding 2 personnel matters - Unfinished Business Item # CAO 7, 8, 9**

Section 239 (2)(b) - Personal matters about an identifiable individual, including municipal of local board employees

**ITEM E - Comparison of Organizational Structures from Levack Management Consulting Inc. and Phipps Consulting (*report to follow*)**

Section 239 (2)(b) - Personal matters about an identifiable individual, including municipal of local board employees

The Mayor put the Motion.

**Motion Carried**

**ADJOURNMENT OF IN-CAMERA MEETING**

**RESUMPTION OF REGULAR COUNCIL MEETING – 7:09 P.M**

## **PRAYER**

The Clerk said prayer.

## **DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF** *(Public Council Meeting agenda items)*

Councillor Pouget stated that her daughter is the Manager of the Renal Dialysis Unit at Windsor Regional Hospital and is therefore in conflict with item #18(a).

## **MINUTES OF PREVIOUS MEETING**

### **Approval of Minutes**

Councillor Courtney moved the minutes of the previous meetings with an amendment to the Special In-Camera Council Meeting minutes for January 10<sup>th</sup> and January 12<sup>th</sup>, 2015.

Councillor Courtney moved, Councillor Meloche seconded:

**That the minutes be adopted by Council and that those confidential minutes of the closed sessions of Council remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act:**

- 1. Special In-Camera Council Meeting Minutes - November 17, 2014**
- 2. Special In-Camera Council Meeting Minutes - December 10, 2014 (morning session)**
- 3. Special In-Camera Council Meeting Minutes- December 10, 2014 (afternoon session)**
- 4. Special In-Camera Council Meeting Minutes - December 15, 2014**
- 5. Special In-Camera Council Meeting Minutes - January 10, 2015 (as amended)**
- 6. Special In-Camera Council Meeting Minutes - January 12, 2015 (as amended)**
- 7. Regular Council Meeting Minutes - January 12, 2015**

The Mayor put the Motion.

**Motion Carried Unanimously**

The Mayor asked for Council's indulgence to bring item 9.2 forward to accommodate representatives in attendance.

**9.2 School Board Accommodation Review - Ron LeClair, Trustee, Greater Essex County District School Board**

Ron LeClair introduced himself as the Trustee for the Greater Essex County District School Board, informed Council of an upcoming School Board Meeting, and answered questions of Council.

Councillor Meloche moved, Deputy Mayor DiPasquale seconded:

**That the delegation BE RECEIVED.**

The Mayor put the Motion.

**Motion Carried**

**DELEGATIONS**

**9.1 Mardi Gras Event - Scott Deslippe, Amherstburg Chamber of Commerce**

Scott Deslippe addressed Council along with Chris Gibb, President, Chamber of Commerce and Ian France, Owner, France Entertainment, and provided them with a power point presentation regarding the proposed Mardi Gras event.

Deputy Mayor DiPasquale moved, Councillor Pouget seconded:

**That the delegation BE RECEIVED.**

The Mayor put the Motion.

**Motion Carried**

Councillor Pouget moved, Councillor Fryer seconded:

**That item # 15.2 be brought forward.**

The Mayor put the Motion.

**Motion Carried**

Councillor Pouget moved, Councillor Fryer seconded:

**To waive the rules of order to allow the gallery members to speak with respect to item # 15.2.**

The Mayor put the Motion.

**Motion Carried**

Dorothy Kryworuchko, Owner, Pied-a-Terre, and David Languedoc, Owner, The Dalhousie Bistro, voiced their concerns regarding the lack of activity in the downtown core and would like see more events brought to that area in order to promote local business.

The Mayor removed himself as Chair of the meeting at 8:32 p.m. Deputy Mayor DiPasquale assumed the Chair.

**15.2 Amherstburg Chamber of Commerce Mardi Gras Event – July 24-25, 2015**

Mayor DiCarlo moved, Councillor Meloche seconded:

**That:**

- 1. The report from the Manager of Licensing and Enforcement dated January 12, 2015 regarding Amherstburg Chamber of Commerce Mardi Gras Event – July 24-25, 2015 BE RECEIVED;**
- 2. The Mardi Gras Event being held July 24-25, 2015, BE DEEMED as a municipally significant event for the purpose of applying for a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario (AGCO);**
- 3. Council GRANT an exemption from table number 3-1-2 of Noise By-law 2001-43 with respect to the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers to allow for live music at the Mardi Gras event for July 24th and July 25th, 2015; and,**
- 4. That the Chamber of Commerce BE DIRECTED to meet the requirements identified by the Public Events Committee for the proposed Mardi Gras event on July 24th and July 25th, 2015.**

The Deputy Mayor put the Motion.

	<b>Yes/Concur</b>	<b>No/Not Concur</b>
Councillor Courtney	X	
Deputy Mayor DiPasquale	X	
Councillor Fryer	X	
Councillor Lavigne		X
Councillor Meloche	X	
Councillor Pouget		X
Mayor DiCarlo	X	

**Motion Carried**

The Mayor resumed the Chair at 8:39 p.m.

- 9.2 **School Board Accommodation Review - Ron LeClair, Trustee, Greater Essex County District School Board**  
*(as dealt with above)*

- 9.3 **Staffing Presentation - Jim Broderick and Paul Hertel**

The delegate was not available to present. This delegation will be rescheduled with Mr. Broderick at a later date that has yet to be determined. Mr. Hertel will not be included in the rescheduled presentation.

## **PRESENTATIONS**

- 10.1 **Communities in Bloom Program - Anne Rota, Manager of Tourism and Culture**

The Manager of Tourism and Culture took Council through a power point presentation regarding the Town's participation in Communities in Bloom for 2015.

Councillor Fryer moved the motion with an amendment to the composition of the committee.

Councillor Fryer moved, Councillor Lavigne seconded:

**That:**

- 1. The presentation BE RECEIVED;**
- 2. The report from the Manager of Tourism and Culture, dated January 7, 2015 regarding the Communities in Bloom Program BE RECEIVED; and,**
- 3. The Manager, Tourism and Culture BE DIRECTED to establish an Amherstburg Communities in Bloom Committee consisting of one Member of Council, two members of the Amherstburg Fort Malden Horticultural Society, 2 members of the Parks Advisory Committee and three members of Administration.**

The Mayor put the Motion.

**Motion Carried Unanimously**

#### **REPORTS – POLICE SERVICES**

There were no reports at this time.

#### **REPORTS – CORPORATE AND COMMUNITY SERVICES**

There were no reports at this time.

#### **REPORTS – FINANCIAL SERVICES**

##### **13.1 Audit and Finance Advisory Committee**

Deputy Mayor DiPasquale moved, Councillor Meloche seconded:

**That:**

- 1. The report from the Director of Financial Services dated January 12, 2015 regarding the Establishment of an Audit and Finance Advisory Committee for the Town of Amherstburg BE RECEIVED;**
- 2. The Terms of Reference for the Audit and Finance Advisory Committee BE ADOPTED by Council; and,**

3. **That the Manager of Municipal Governance/Clerk BE AUTHORIZED to recruit residents and/or ratepayers for the Audit and Finance Advisory Committee in accordance with the Board and Committees Appointment Policy.**

The Mayor put the Motion.

**Motion Carried Unanimously**

### 13.2 December 17, 2014 - January 19, 2015 Accounts Payable

Councillor Meloche moved, Councillor Lavigne seconded:

**That:**

1. **The report from the Director of Financial Services dated January 19, 2015 regarding December 17, 2014 - January 19, 2015 Accounts Payable, BE APPROVED; and**
2. **The Director of Financial Services BE AUTHORIZED to release funds for the approved payables.**

The Mayor put the Motion.

**Motion Carried**

### **REPORTS – ENGINEERING AND PUBLIC WORKS**

There were no reports at this time.

### **REPORTS – ECONOMIC AND COMMUNITY DEVELOPMENT**

#### 15.1 **Former Water Tower Property**

Councillor Fryer moved the motion with an amendment to the sale price consideration.

Councillor Fryer moved, Councillor Pouget seconded:

**That:**



1. **The report from the Director of Economic and Community Development dated January 6, 2015 regarding the Former Water Tower Property BE RECEIVED; and;**
2. **Council DIRECT Administration to continue with the sale price as is.**

The Mayor put the Motion.

**Motion Carried Unanimously**

**15.2 Amherstburg Chamber of Commerce Mardi Gras Event – July 24-25, 2015**  
*(as dealt with above)*

**15.3 Economic Development Advisory Committee**

Councillor Fryer moved, Councillor Lavigne seconded:

**That:**

1. **The report from the Director of Economic and Community Development dated January 9, 2015 regarding the Terms of Reference for the Economic Development Advisory Committee for the Town of Amherstburg BE RECEIVED;**
2. **The Terms of Reference for the Economic Development Advisory Committee BE ADOPTED by Council; and,**
3. **That the Manager of Municipal Governance/Clerk BE AUTHORIZED to recruit residents and/or ratepayers for the Economic Development Advisory Committee in accordance with the Board and Committees Appointment Policy.**

The Mayor put the Motion.

**Motion Carried**

**REPORTS - CAO's OFFICE**

**16.1 Comparison of Organizational Structures from Levack Management Consulting Inc. and Phipps Consulting**

Councillor Lavigne moved, Councillor Pouget seconded:

**That:**

- 1. The information report of the Manager of Human Resources dated December 18, 2014 regarding the comparison of organizational structures from Levack Management Consulting Inc. and Phipps Consulting BE DEFERRED.**

The Mayor put the Motion.

**Motion Carried**

## **16.2 2014-2018 Council Committee Appointments**

Councillor Fryer moved, Councillor Meloche seconded:

**That:**

- 1. The report from the Deputy Clerk dated January 20, 2015, regarding 2014-2018 Council Committee Appointments BE RECEIVED;**
- 2. Councillor Fryer BE APPOINTED to the Accessibility Advisory Committee.**
- 3. Councillor Meloche BE APPOINTED to the Co-An Park Committee.**
- 4. Councillor Meloche BE APPOINTED to the Heritage Committee.**
- 5. Councillor Pouget and Councillor Courtney BE APPOINTED to the Parks Advisory Committee.**
- 6. Councillor Fryer and Councillor Lavigne BE APPOINTED to the Recreation and Culture Advisory Committee.**

The Mayor put the Motion.

**Motion Carried**

Councillor Lavigne moved, Councillor Pouget seconded:

**That Council recess at 9:32 p.m.**

The Mayor put in the Motion.

**Motion Carried**

Councillor Fryer moved, Councillor Pouget seconded:

**That Council reconvene at 9:49 p.m.**

The Mayor put the Motion.

**Motion Carried**

Councillor Fryer moved, Councillor Meloche seconded:

**That Council extend the meeting past 10:00 p.m.**

The Mayor put the Motion.

**Motion Lost**

Councillor Pouget moved, Councillor Courtney seconded:

**That Council extend the meeting until no later than 10:30 p.m.**

The Mayor put the Motion.

**Motion Carried Unanimously**

### 16.3 2014 – 2018 Board & Committee Appointments

Councillor Fryer moved, Councillor Pouget seconded:

**That:**

- 1. The report from the Clerk dated January 20, 2015, regarding 2014 – 2018 Committee Appointments BE RECEIVED;**
- 2. Kenneth Houston, Angela Kelly, Andrew Bolley and John Mitchell BE APPOINTED to the Accessibility Advisory Committee and Administration BE DIRECTED to re-advertise for one additional layperson and one community stakeholder, as per the Committee Terms of Reference for an 2 additional weeks and provide Council with further applications for consideration once received;**
- 3. Sherry Ducedre, David Cozens, Alex Smith, Donald Shaw, and Michael Prue BE APPOINTED to the Committee of Adjustment;**
- 4. Murray Sellars and Chris Drew BE APPOINTED to the Fence Viewers Committee and Administration BE DIRECTED to re-advertise for one additional member as per the Line Fences Act for an additional 2**

- weeks and provide Council with further applications for consideration once received;**
- 5. Robert Honor, Shirley Curson-Prue, Simon Chamley, Meg Reiner, Paul Hertel, Dante Pagliaroli and Mical Palumbo BE APPOINTED for the Heritage Committee;**
  - 6. Murray Sellars and Chris Drew BE APPOINTED for the Livestock Valuer Committee;**
  - 7. Murray Sellars and Chris Drew BE APPOINTED for the Co-An Park Committee and Administration BE DIRECTED to re-advertise for one additional member as per the Committee Terms of Reference for an additional 2 weeks and provide Council with further applications for consideration once received;**
  - 8. Dante Pagliaroli, Paulette Drouillard, Rosa White and Mical Palumbo BE APPOINTED for the Parks Advisory Committee;**
  - 9. Dante Pagliaroli, Pat Catton, Allison Beaudoin, Shirley Curson-Prue and Rosa White BE APPOINTED for the Recreation and Culture Advisory Committee;**
  - 10. Robert Rozankovic BE APPOINTED to the Amherstburg Police Services Board;**
  - 11. The Clerk BE DIRECTED to notify all successful applicants and provide each member with their respective committee terms of reference; and**
  - 12. For those committees that require an appointment by-law as per statute, the Clerk BE DIRECTED to bring back appointment by-laws naming the committee and its members at the February 9, 2015 Council meeting;**
  - 13. The Clerk BE DIRECTED to amend to composition section of the Terms of Reference for the Recreation and Culture Advisory Committee to consist of 5 voting layperson members, 2 Council voting members and 1 staff liaison.**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **COMMUNICATION REPORTS**

Councillor Meloche moved, Councillor Lavigne seconded:

**That the communication reports BE RECEIVED.**

- a) **Update on the Program and Accommodation Review of General Amherst and Western Secondary Schools**
- b) **November 3rd – November 30th 2014 Accounts Payable**
- c) **Employee Cell Phone List**
- d) **Application for Local Food Fund**
- e) **National Garden Day and Amherstburg Garden Tour Update**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **CONSENT CORRESPONDENCE**

Councillor Pouget removed herself from discussion and refrained from voting on item #18(a).

Councillor Fryer moved, Councillor Lavigne seconded:

**That the consent correspondence BE RECEIVED.**

- a) **2015 "Hats On" for Healthcare Day - Windsor/Essex Hospitals Foundation**
- b) **Heritage Committee Letter from Paul Hertel**

The Mayor put the Motion.

**Motion Carried**

## **CORRESPONDENCE**

### **19.1 Family Literacy Day - January 27, 2015**

Councillor Meloche moved, Deputy Mayor DiPasquale seconded:

**That:**

- 1. The correspondence regarding Family Literacy Day BE RECEIVED; and,**

**2. Council PROCLAIM January 27, 2015 as Family Literacy Day in the Town of Amherstburg.**

The Mayor put the Motion.

**Motion Carried**

**COUNCIL IN CAMERA SESSION – REPORTING OUT**

**January 21, 2015 MEETING**

Council met at 9:17 am on January 21, 2015 for a Special In-Camera meeting and discussed one (1) item as provided for under Section 239 of the Municipal Act:

**ITEM A** – Discussion of ERCA Board Applications heard under Section 239(2)(b) of the Act. There is nothing further to report at this time.

**COUNCIL IN CAMERA SESSION – REPORTING OUT**

**January 10, 2015 MEETING**

Council met at 4:00 pm on January 26, 2015 for a Special In-Camera meeting and discussed five (5) items as provided for under Section 239 of the Municipal Act:

**ITEM A** – Discussion of Committee Applications heard under Section 239(2) (b) of the Act. There is nothing further to report at this time.

**ITEM B** – Report regarding the Director of Financial Services heard under Section 239(2) (b) of the Act. As a result of that discussion the following motion is before you:

Councillor Meloche moved, Deputy Mayor DiPasquale seconded:

**That the Director of Financial Services be appointed as the Treasurer for the Town of Amherstburg; and,**

**Further that By-law 2014-116 being a by-law to appoint a Treasurer for the Corporation for the Town of Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same.**

The Mayor put the Motion.

**Motion Carried Unanimously**

It is important to note that this option presents no cost to the Town as the title of Treasurer is assumed by the Director of Financial Services and is a requirement of the Municipal Act.

**ITEM C** – Finance Department Reorganization heard under Section 239(2) (b) of the Act. There is nothing further to report at this time.

**ITEM D** – Verbal Update regarding 2 personnel matters heard under Section 239(2) (b) of the Act. There is nothing further to report at this time.

**ITEM E** – Comparison of Organizational Structures from Levack Management Consulting inc. and Phipps Consulting heard under Section 239(2) (b) of the Act. There is nothing further to report at this time.

#### **UNFINISHED BUSINESS**

1. Councillor Fryer inquired on timing with regards to costing for street lighting at Willow Beach. The Director of Engineering and Public Works informed Council that she has a verbal quote and is awaiting the quote in writing.
2. Councillor Pouget asked if a letter was sent to neighbouring municipalities to inform and include them in the costing for an alternate police force. The Chief Administrative Office informed Council that Administration is formulating a letter.

#### **NEW BUSINESS**

1. Councillor Fryer informed Administration that the snow on David Crescent is not being plowed. The Director of Engineering and Public Works stated that she will look at the GPS units in the trucks and address the issue.
2. Councillor Fryer provided Administration with a letter from the Catz Meow Dance Education Center Inc. requesting Council to purchase tickets to the March 28, 2015 Gala Event at Villanova Festival Theatre and also to provide a sponsorship. Councillor Fryer asked the Clerk to include the letter on the February 9<sup>th</sup> Regular Council Meeting agenda.

3. Councillor Pouget directed Administration to correspond with the Heritage Committee and request input regarding the Heritage Committee Letter from Mr. Paul Hertel.

#### **NOTICES OF MOTION**

##### **22.1 Councillor Courtney - Request for Proposal for Legal Services**

Councillor Courtney moved, Councillor Pouget seconded:

**That Administration prepare a Request for Proposal for legal services for the Town of Amherstburg and that a copy of this proposal be provided to Council before it is advertised. I would like Administration to explore the option of an in-house lawyer.**

The Mayor put the Motion.

**Motion Carried**

#### **BY-LAWS**

##### **23.1 Confirmatory By-law**

Councillor Meloche moved, Deputy Mayor DisPasquale seconded:

**That By-law 2015-10 being a by-law to confirm all resolutions of the Municipal Council Meeting held on January 26th, 2015 be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same.**

The Mayor put the Motion.

**Motion Carried**



**ADJOURNMENT**

Deputy Mayor DiPasquale moved, Councillor Lavigne seconded:

**That Council rise and adjourn at 10:26 p.m.**

The Mayor put the Motion.

**Motion Carried**



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MAYOR – ALDO DICARLO



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CLERK – PAULA PARKER