



TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING
Monday, November 25, 2019
6:00 PM

Council Chambers, 271 Sandwich Street South, Amherstburg, ON, N9V 2A5

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Leo Meloche
Councillor Peter Courtney
Councillor Michael Prue
Councillor Marc Renaud
Councillor Patricia Simone

ABSENT

Councillor Donald McArthur

Giovanni (John) Miceli, CAO
Paula Parker, Clerk
Tammy Fowkes, Deputy Clerk

CALL TO ORDER

The Mayor called the meeting to order at 6:03 p.m.

NATIONAL ANTHEM

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
(Public Council Meeting Agenda Items)

There were no disclosures of pecuniary interest noted.

MINUTES OF PREVIOUS MEETING

Resolution # 20191125-537

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That the minutes **BE ADOPTED** 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:

- 4.1 **Special In-Camera Council Meeting Minutes - September 9, 2019**
- 4.2 **Regular Council Meeting Minutes - September 9, 2019**

The Mayor put the Motion.

Motion Carried

DELEGATIONS

There were no delegations.

Agenda item # 6.3 was moved forward

REPORTS – CORPORATE SERVICES

- 6.3 **Long Service Award Recognition 2019**

Resolution # 20191125-538

Moved By Councillor Simone
Seconded By Councillor Renaud

That employees achieving Long Service milestones with the Town of Amherstburg in 2019 BE RECOGNIZED in accordance with Policy H01 – Long Service Award.

The Mayor put the Motion.

Motion Carried

Agenda item # 9.1 was moved forward

REPORTS – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

9.1 Official Plan and Zoning By-Law Amendment for Secondary Dwelling Units

Resolution # 20191125-539

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That:

- 1. By-law 2019-084 being a by-law to amend Zoning By-law No. 1999-52, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same; and,**
- 2. By-law 2019-088 being a by-law to amend the Official Plan No. 2009-30, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.**
- 3. By-law 2019-088 being a by-law to amend the Official Plan No. 2009-30, 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.**

The Mayor put the Motion.

Motion Carried

REPORTS – CORPORATE SERVICES

6.1 Employee Recognition and Expressions of Care Policy

Resolution # 20191125-540

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That:

1. **Administration BE AUTHORIZED to provide recognition in 2019 for a part-time employee who attained over 20 years of service, in accordance with the proposed Employee Recognition and Expressions of Care Policy under section 6.2 Long Service Awards;**
2. **The Employee Recognition and Expressions of Care Policy BE ADOPTED as presented with an effective date of January 1, 2020; and,**
3. **The Retirement Recognition Celebration Policy, H01- Long Service Award Policy and H15 - Expressions of Care Policy BE RESCINDED effective January 1, 2020.**

The Mayor put the Motion.

Motion Carried

6.2 Health and Safety Policy Including the Health and Safety Policy Statement

Resolution # 20191125-541

Moved By Councillor Prue
Seconded By Councillor Renaud

That the Health and Safety Policy, including the Health and Safety Policy Statement, BE ADOPTED as presented.

The Mayor put the Motion.

Motion Carried

6.3 Long Service Award Recognition 2019

As dealt with above

6.4 Workplace Violence, Harassment and Discrimination Prevention Policy

Resolution # 20191125-542

Moved By Councillor Simone
Seconded By Deputy Mayor Meloche

That:

1. The Workplace Violence, Harassment and Discrimination Prevention policy, BE APPROVED as presented; and,
2. The Workplace Violence, Harassment & Discrimination Prevention Program – June 13, 2016 BE RESCINDED.

The Mayor put the Motion.

Motion Carried

REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

There were no reports.

REPORTS – ENGINEERING AND PUBLIC WORKS

There were no reports.

REPORTS – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

9.1 Official Plan and Zoning By-Law Amendment for Secondary Dwelling Units

As dealt with above

9.2 Site Plan Control Development Agreement - 15 Renaud Street

Resolution # 20191125-543

Moved By Councillor Renaud
Seconded By Deputy Mayor Meloche

That:

1. **The Site Plan and Development Agreement with 1137137 Ontario Ltd for 15 Renaud Street BE APPROVED subject to the Site Plan and Development Agreement being satisfactory in technical content to the Director of Engineering and Public Works, financial content to the Director of Corporate Services and in form and legal content to the Director of Planning, Development and Legislative Services; and,**
2. **By-law 2019-085 being a by-law to authorize the signing of a Development Agreement be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.**

The Mayor put the Motion.

Motion Carried

REPORTS - CAO's OFFICE

10.1 Accountability and Transparency Policy Review

Resolution # 20191125-544

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That the Accountability and Transparency Policy BE ADOPTED as presented.

The Mayor put the Motion.

Motion Carried

10.2 Council-Staff Relations Policy

Resolution # 20191125-545

Moved By Councillor Renaud

Seconded By Deputy Mayor Meloche

That the Council-Staff Relations Policy BE ADOPTED as presented.

The Mayor put the Motion.

Motion Carried

10.3 Municipal Modernization Program

Resolution # 20191125-546

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That:

1. The submission of the Town of Amherstburg for funding up to the \$200,000 in the Municipal Modernization Program **BE SUPPORTED**;
2. Administration **BE DIRECTED** to engage the professional services of a third party consultant, in accordance with the program eligibility requirements, to undertake a municipal service delivery review to address opportunities to achieve cost savings and efficiencies for the Town of Amherstburg and opportunities for shared services with regional municipalities;
3. The Mayor send correspondence to regional Mayors seeking participation in the shared services review, in a future Municipal Modernization Program.

The Mayor put the Motion.

Motion Carried

INFORMATION REPORTS

Resolution # 20191125-547

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That the following information reports BE RECEIVED:

11.1 Monthly Fire Department Activity Report – October 2019

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20191125-548

Moved By Councillor Simone

Seconded By Councillor Courtney

That the following consent correspondence BE RECEIVED:

- 12.1 Job Site Challenge - Ministry of Economic Development, Job Creation and Trade**
- 12.2 Nottawasaga Valley Conservation Authority Levy - Township of Springwater Resolution**
- 12.3 Conservation Authority Exit Clause - Township of Ramara Resolution**

The Mayor put the Motion.

Motion Carried

Resolution # 20191125-549

Moved By Councillor Courtney

Seconded By Councillor Prue

(Item # 12.1) - That Administration BE DIRECTED to explore opportunities for the Job Site Challenge in the Amherstburg community and provide support to any interested parties that may wish to participate in the mega site program.

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20191125-550

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That the following minutes BE RECEIVED with an amendment to item #13.3:

13.1 Committee of Adjustment Meeting Minutes - September 3, 2019

Town of Amherstburg – Regular Council Meeting Minutes
November 25, 2019 @ 6:00 p.m.

13.2 Committee of Adjustment Meeting Minutes - September 24, 2019

13.3 Parks and Recreation Advisory Committee Minutes - November 13, 2019, as amended

The Mayor put the Motion.

Motion Carried

OTHER MINUTES

14.1 Drainage Board Meeting Minutes - November 7, 2019

Resolution # 20191125-551

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That:

1. The Drainage Board Meeting Minutes of November 7, 2019 BE RECEIVED, and,
2. By-law 2019-094 being a by-law to provide for the Repair and Improvement of Part of the Ouellette Drain West based on the Drainage Report by R.C. Spencer Associates Inc. BE PROVISIONALLY ADOPTED by giving first and second reading and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

14.2 Accessibility Advisory Committee Minutes - November 13, 2019

Resolution # 20191125-552

Moved By Councillor Renaud
Seconded By Deputy Mayor Meloche

That:

The Accessibility Advisory Committee Meeting Minutes of November 13, 2019 BE RECEIVED and the following Accessibility Advisory Committee recommendations BE APPROVED:

- That the Town of Amherstburg PURCHASE an accessible picnic table using the AODA Compliance Fund for use in the pavilion at Beaudoin Park not exceeding \$3,000; and,
- That Assistive Listening Devices (ALD) BE PURCHASED with funds from the AODA Compliance Fund to allow those persons in the public who require auditory assistive devices to participate in public meetings at the Libro Centre.

The Mayor put the Motion.

Motion Carried

14.3 Economic Development Advisory Committee Minutes - November 14, 2019

Resolution # 20191125-553

Moved By Deputy Mayor Meloche

Seconded By Councillor Prue

That:

The Economic Development Advisory Committee Meeting Minutes of November 14, 2019 BE RECEIVED and the following Economic Development Advisory Committee recommendations BE APPROVED:

- Administration BE DIRECTED to explore opportunities for safe public access to the grounds of Belle Vue; and,
- WEEDC BE ENCOURAGED to revisit their policy on grants to cannabis businesses and that Administration BE DIRECTED to send correspondence to WEEDC and neighbouring municipalities.

The Mayor put the Motion.

Motion Carried

Resolution # 20191125-554

Moved By Councillor Prue

Seconded By Councillor Simone

That Administration BE DIRECTED to bring back a report regarding the opportunities for safe public access to the grounds of Belle Vue.

The Mayor put the Motion.

Motion Carried

UNFINISHED BUSINESS

Resolution # 20191125-555

Moved By Councillor Prue
Seconded By Councillor Simone

That the following items 1-9 BE CONSIDERED in a staff report back to Council in the new year prior to 2021 Budget:

- **Previous year's actuals should be contained in budget charts both in dollar and percentage variance;**
- **Consolidated schedule of reserves listing both monies coming in and those expended for both capital and operations;**
- **Bench marks comparison based on each \$100,000 of property value not just on the average household;**
- **An analysis by type (salaries, benefits, consultants, supplies, etc.) aligning with audited statements;**
- **Reserve analysis for the preceding (4) four years indicating balances;**
- **Establish a target percentage of the budget to fund reserves;**
- **Black and red fonts used instead of current brackets;**
- **The public consultation meeting be Chaired by a member of Council with well-established rules, time limits, and policies to eliminate rowdyism;**
- **Council to have input on possible tax increases prior to budget release;**
- **Schedule an open mic meeting with residents in May 2020; and,**
- **Supply copies of the budget without applying the user fees**

The Mayor put the Motion.

Motion Carried

NEW BUSINESS

1. Deputy Mayor Meloche thanked all those involved in making the Santa Parade and Holiday House Tours a success.
2. Councillor Prue advised of a speeding concern on Brock Street and a residents request to reduce the speed limit.

The Director of Engineering and Public Works advised that digital speed monitors, which gather data, are placed in areas of concern for a month or so in order to collect information. Once the information is gathered, EPW works with the Police to determine the appropriate speed and propose a reduction if warranted. The Director further advised that for this particular request on Brock Street, the speed monitor was out of service and being repaired and it is anticipated to be placed on Brock Street this week.

3. Councillor Prue advised of an article in the Windsor Star on November 19, 2019, with respect to Simple Green Construction and a 4 storey building being built in Amherstburg. Councillor Prue asked for additional details.

The Chief Administrative Officer advised that media shared that a long term care facility is being considered in Amherstburg and details will be brought to Council in the new year.

4. Councillor Simone advised that she had been receiving emails with respect to complaints about the street sweeper schedule.

The Director of Engineering and Public Works advised that she is unaware of any complaints.

Resolution # 20191125-556

Moved By Councillor Simone

Seconded By Councillor Renaud

That Administration BE DIRECTED to bring back a report regarding the street sweeper schedule.

The Mayor put the Motion.

Motion Carried

5. Councillor Simone asked if everything is on schedule for the improvements to Beaudoin Park now that Amherstburg Community Foundation (ACF) has reached the funding target.

The Chief Administrative Officer advised that the Director of Parks, Facilities, Recreation and Culture will bring a report back to Council with updates.

NOTICE OF MOTION

There are no Notices of Motion.

BY-LAWS

18.1 By-law 2019-104 - Confirmatory By-law

Resolution # 20191125-557

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That By-law 2019-104 being a by-law to Confirm all Resolutions of the Municipal Council Meetings held November 19th and 25th, 2019, 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

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20191125-558

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That Council move into an In-Camera Meeting of Council at 7:24 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reason:

Item A - Integrity Services - Section 239(2)(k) - A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

The Mayor put the Motion.

Motion Carried

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
(In-Camera Council Meeting Agenda Item)

There were disclosures of pecuniary interest noted.

ADJOURNMENT OF SPECIAL IN-CAMERA COUNCIL MEETING @ 7:35 p.m.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Courtney
Seconded By Councillor Prue

That Council resume Regular session at 7:37 p.m.

The Mayor put the Motion.

Motion Carried

REPORT OUT FROM IN-CAMERA SESSION - November 19 & 25, 2019

Council met on November 19th, 2019, for a Special In-Camera Meeting at 5:04 pm and discussed the following item as provided for under Section 239 of the Municipal Act:

Item B – heard under Section 239(2)(d) of the Act. As a result of that discussion, the following is before Council for consideration:

Resolution # 20191125-560

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That the Collective Agreement between IBEW Local 636 and the Corporation of the Town of Amherstburg for the period January 1, 2020 through December 31, 2024; BE RATIFIED; and that the Mayor and Clerk BE AUTHORIZED to sign the Collective Agreement.

The Mayor put the Motion.

Motion Carried

Council met on November 25th, 2019, for a Special In-Camera Meeting at 7:24 pm and discussed the following item as provided for under Section 239 of the Municipal Act:

Item A – Integrity Services heard under Section 239(2)(k) of the Act. As a result of that discussion, the following is before Council for consideration:

Resolution # 20191125-561

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That:

- 1. Mr. Bruce Elman's contract BE RENEGOTIATED as Integrity Commissioner for the Town of Amherstburg to fulfill the duties as outlined in governing legislation for a term of 2 years beginning January 1, 2020; and,**
- 2. The Mayor and Clerk BE AUTHORIZED to execute the agreement with Mr. Elman, the City of Windsor and the Town of Lakeshore for shared Integrity Services.**

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Courtney
Seconded By Councillor Simone

That Council rise and adjourn at 7:39 p.m.

The Mayor put the Motion.

Motion Carried



MAYOR – ALDO DICARLO

CLERK – PAULA PARKER –
DEPUTY CLERK TAMMY FOLKES