



**TOWN OF AMHERSTBURG  
REGULAR COUNCIL MEETING**

**Monday, March 9, 2020  
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 Donald McArthur  
Councillor Michael Prue  
Councillor Marc Renaud  
Councillor Patricia Simone

Giovanni (John) Miceli, CAO  
Paula Parker, Clerk  
Nicole Rubli, Deputy Clerk

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**CALL TO ORDER**

The Mayor called the meeting to order at 6:00 p.m.

**NATIONAL ANTHEM**

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

There were no disclosures of pecuniary interest noted.

## PRESENTATIONS

### 4.1 ERCA 2019 Annual Report - Richard Wyma, ERCA General Manager/Secretary-Treasurer

Resolution # 20200309-082

**Moved By** Councillor Simone  
**Seconded By** Councillor Prue

**That the presentation BE RECEIVED.**

The Mayor put the Motion.

**Motion Carried**

## DELEGATIONS

### 5.1 Amherstburg Dog Park Initiative - Alexandra Traubert

The delegate was not present and the delegation was not heard.

## REPORTS – CORPORATE SERVICES

### 6.1 Amendments to Accounts Receivable - Collections Policy

Resolution # 20200309-083

**Moved By** Councillor McArthur  
**Seconded By** Councillor Renaud

**That Amendments to the Accounts Receivable - Collections Policy as directed by Council at their meeting of October 15, 2019 BE RECONSIDERED to maintain the delegation of authority levels for write-off of uncollectable trade accounts as approved February 28, 2016.**

The Mayor put the Motion.

	Yes/Concur	No/Not Concur
Councillor Courtney	X	
Councillor McArthur	X	
Deputy Mayor Meloche	X	
Councillor Prue	X	
Councillor Renaud	X	
Councillor Simone	X	
Mayor DiCarlo	X	

**Motion Carried**

Resolution # 20200309-084

**Moved By** Councillor Courtney

**Seconded By** Councillor Prue

**That Administration BE DIRECTED to amend the Accounts Receivable Collections Policy by removing # 6.7.4.1 (a) & (b) and revising (c) to read that any write offs that proceed past the collections phase BE PRESENTED to Council on how to proceed and that the amended policy be brought back to Council for consideration.**

The Mayor put the Motion.

	Yes/Concur	No/Not Concur
Councillor Courtney	X	
Councillor McArthur		X
Deputy Mayor Meloche		X
Councillor Prue		X
Councillor Renaud		X
Councillor Simone		X
Mayor DiCarlo		X

**Motion Failed**

Resolution # 20200309-085

**Moved By** Councillor Simone

**Seconded By** Councillor Prue

**That the Accounts Receivable – Collections Policy BE AMENDED to include that a line item with respect to any write-offs over \$5000 BE INCLUDED in the quarterly variance reports.**

The Mayor put the Motion.

**Motion Carried**

## 6.2 Court Security Prisoner Transportation Program - 2020 Funding Agreement

Resolution # 20200309-086

**Moved By** Councillor Simone  
**Seconded By** Councillor Renaud

**That By-law 2020-021 being a by-law authorizing the execution of the Agreement between the Town of Amherstburg and Her Majesty the Queen in Right of Ontario as represented by the Minister of Community Safety and Correctional Services (the Ministry) 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**

## 6.3 Municipal Modernization Program - Transfer Payment Agreement

Resolution # 20200309-087

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That By-law 2020-024 being a by-law authorizing the execution of the Agreement between the Town of Amherstburg and Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing 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**

## 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 Ontario Consultation – Cannabis Consumption Venues and Special Occasion Permits

Deputy Mayor Meloche moved the motion with an amendment to name the Alcohol and Gaming Corporation of Ontario (AGCO) as the single regulator of cannabis and that the Special Occasion Permits should not include alcohol and cannabis to be consumed in the same event location.

Resolution # 20200309-088

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor McArthur

**That:**

1. **Administration BE AUTHORIZED to submit the Ministry of the Attorney General feedback form as presented in Appendix “A” to the Ontario Consultation – Cannabis Consumption Venues and Special Occasion Permits report from the Manager of Licensing and Enforcement dated March 3, 2020;**
2. **Administration INCLUDE the Town’s suggestion in the feedback form to have the Alcohol and Gaming Corporation of Ontario (AGCO) as the single regulator of cannabis; and,**
3. **Administration INCLUDE the Town’s suggestion in the feedback form that the Special Occasion Permits should not include alcohol and cannabis to be consumed in the same event location.**

The Mayor put the Motion.

**Motion Carried**

### 9.2 Kingsbridge Subdivision Phase 5G - Proposed Redline Plan to Draft Plan Approval

Resolution # 20200309-089

**Moved By** Councillor Simone  
**Seconded By** Deputy Mayor Meloche

**That Administration BE DIRECTED to NOTIFY the County of Essex that the Town of Amherstburg supports the minor change to the revised draft plan approval for Kingsbridge Subdivision Phase 5G as described in the report**

**Kingsbridge Subdivision Phase 5G – Proposed Redline Plan to Draft Plan Approval from the Manager of Planning dated March 2, 2020.**

The Mayor put the Motion.

**Motion Carried**

**9.3 Community Improvement Plan & Urban Design Guidelines**

Deputy Mayor Meloche moved the motion with an amendment to circulate the Community Improvement Plan (CIP) and the Urban Design Guidelines (UDG) to the Economic Development Advisory Committee and the Accessibility Advisory Committee.

Resolution # 20200309-090

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor McArthur

**That:**

- 1. The draft Community Improvement Plan and Urban Design Guidelines BE TABLED;**
- 2. A public meeting BE SCHEDULED with a presentation by the consultant at that time; and,**
- 3. The Community Improvement Plan (CIP) and the Urban Design Guidelines (UDG) BE CIRCULATED to the Economic Development Advisory Committee and the Accessibility Advisory Committee.**

The Mayor put the Motion.

**Motion Carried**

**REPORTS - CAO's OFFICE**

**10.1 Economic Development Advisory Committee Vacancy**

To be dealt with as Item E in a Special In-Camera Council Meeting following this Regular session.

## **CONSENT CORRESPONDENCE**

Resolution # 20200309-091

**Moved By** Councillor McArthur  
**Seconded By** Councillor Simone

**That the following consent correspondence BE RECEIVED:**

### **11.1 Funding Approval for Amherstburg Service Delivery Review - Letter from Minister Clark**

The Mayor put the Motion.

**Motion Carried**

## **CONSENT OTHER MINUTES**

Resolution # 20200309-092

**Moved By** Councillor Renaud  
**Seconded By** Deputy Mayor Meloche

**That the following minutes BE RECEIVED:**

### **12.1 Seniors Advisory Committee Minutes - February 4, 2020**

The Mayor put the Motion.

**Motion Carried**

## **OTHER MINUTES**

### **13.1 Drainage Board Meeting Minutes - February 6, 2020**

Resolution # 20200309-093

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That:**

- 1. The Drainage Board Meeting Minutes of February 6, 2020 BE RECEIVED; and,**

2. **By-law 2020-015 being a By-law to provide for a New Maintenance Schedule of Assessment for the Cornwall Drain based on the Drainage Report by N.J. Peralta Engineering Ltd. 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**

### **13.2 Amherstburg Accessibility Advisory Committee Minutes - February 27, 2020**

Resolution # 20200309-094

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That:**

1. **The Amherstburg Accessibility Advisory Committee Minutes of February 27, 2020 BE RECEIVED; and,**
2. **Licensing and By-law Enforcement INVESTIGATE a means of providing incentive's, regulation, or, a combination of both, to achieve a higher proportion of accessible on-demand taxi's in the Town of Amherstburg.**

The Mayor put the Motion.

**Motion Carried**

### **UNFINISHED BUSINESS**

There was no Unfinished Business brought forward.

### **NEW BUSINESS**

1. Resolution # 20200309-095

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone



**That Administration BE DIRECTED to bring a report outlining the existing road grader program for discussion in the 2021 Budget.**

The Mayor put the Motion.

**Motion Carried**

2. Resolution # 20200309-096

**Moved By** Councillor Prue

**Seconded By** Councillor Courtney

**That:**

1. **Administration BE DIRECTED to bring back a report on vacant building registries and to investigate the City of Hamilton's by-law with respect to vacant buildings for discussion; and,**
2. **Administration BE DIRECTED to bring back a report on an Agent of Change by-law for discussion.**

The Mayor put the Motion.

**Motion Carried**

4. Resolution # 20200309-097

**Moved By** Councillor Prue

**Seconded By** Deputy Mayor Meloche

**That Administration BE DIRECTED to place a 1/2 page advertisement in the Knights of Columbus advertisement book in support of their 100<sup>th</sup> Anniversary.**

The Mayor put the Motion.

**Motion Carried**

5. Councillor Courtney asked who is absorbing the cost of the impact studies and infrastructure for the new General Amherst High School.

The Manager of Planning advised that the proponent is required to absorb the cost and then submit their drawings, inclusive of impact studies, for site plan approval.

The Director of Engineering and Public Works advised that any modifications to existing infrastructure that the school board requires for their development would be at the cost of the school board.

## NOTICE OF MOTION

There were no Notices of Motion.

## BY-LAWS

### 17.1 By-law 2020-020 - Stop up, close and sell the road allowance described as Part of the original road allowance between Lot 6, Concession 1 and Lot 20, Concession 2

Councillor Prue moved both # 17.1 and # 17.2 together.

Resolution # 20200309-098

**Moved By** Councillor Prue  
**Seconded By** Deputy Mayor Meloche

**That By-law 2020-020 being a By-law to stop up, close and sell the road allowance described as Part of the original road allowance between Lot 6, Concession 1 and Lot 20, Concession 2, lying between the road allowance between Concession 1 & Concession 2 and Concession 1 & Concession 3, Amherstburg; save and except Parts 1 & 2 Plan 12R-21805 and described more particularly as PIN 70570-0661 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**

### 17.2 By-law 2020-022 - Confirmatory By-law

Resolution # 20200309-099

**The By-law 2020-022 being a by-law to Confirm all Resolutions of the Municipal Council Meetings held March 9, 2020, 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 # 20200309-100

**Moved By** Councillor Simone

**Seconded By** Councillor Renaud

**That Council move into an In-Camera Meeting of Council at 7:45 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:**

**Item C - Section 239(2)(d) - Labour relations and employee negotiations.**

**Item E - Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees.**

The Mayor put the Motion.

**Motion Carried**

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

Councillor Courtney declared a conflict of pecuniary interest on Item C.

## **RECESS FROM SPECIAL IN-CAMERA COUNCIL MEETING @ 8:33 p.m.**

## **RESUMPTION OF REGULAR COUNCIL MEETING**

**Moved By** Councillor Simone

**Seconded By** Deputy Mayor Meloche

**That Council resume Regular session at 8:35 p.m.**

The Mayor put the Motion.

**Motion Carried**

## **REPORT OUT FROM SPECIAL IN-CAMERA SESSION - March 9, 2020**

Council met on March 9<sup>th</sup>, 2020, for a Special In-Camera Meeting at 7:45 p.m. and discussed the following (2) item as provided for under Section 239 of the Municipal Act:

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

Resolution # 20200309-101

**Moved By** Councillor Renaud

**Seconded By** Councillor Simone

**That Administration BE DIRECTED to ratify the proposed agreement between the Town of Amherstburg and the Amherstburg Professional Firefighters Association.**

Councillor Courtney declared a conflict of pecuniary interest and removed himself from voting with respect to Item C' s report out due to his full time profession.

The Mayor put the Motion.

**Motion Carried**

Item E as heard under Section 239(2)(b) of the Municipal Act. As a result of that discussion the following is before Council for consideration:

Resolution # 20200309-102

**Moved By** Councillor Prue

**Seconded By** Deputy Mayor Meloche

**That Administration BE DIRECTED to advertise the vacancy for the Economic Development Advisory Committee as per the Boards and Committees Appointment Policy.**

The Mayor put the Motion.

**Motion Carried**

### **SPECIAL IN-CAMERA COUNCIL MEETING**

Resolution # 20200309-103

**Moved By** Councillor Renaud

**Seconded By** Deputy Mayor Meloche

**That Council move back into an In-Camera Meeting of Council at 8:38 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:**

**Item A – Section 239(b) – Personal matters about an identifiable individual, including municipal or local board employees.**

**Item B – Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; and, Section 239(2)(d) – Labour relations or employee negotiations.**


**Item D - Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; Section 239(2)(d) – Labour relations or employee negotiations; and, Section 239(2)(e) - Litigation or potential litigation.**

The Mayor put the Motion.

**Motion Carried**

### **ADJOURNMENT**

*Council adjourned in Special In-Camera session.*

  
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MAYOR – ALDO DICARLO  
\_\_\_\_\_  
CLERK – PAULA PARKER