



**TOWN OF AMHERSTBURG
SPECIAL COUNCIL MEETING**

**Monday, July 26, 2021
5:00 PM**

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Leo Meloche
Councillor Peter Courtney – *Participated Remotely*
Councillor Donald McArthur
Councillor Michael Prue
Councillor Marc Renaud
Councillor Patricia Simone

Giovanni (John) Miceli, CAO
Paula Parker, Clerk

Public participation was conducted via livestream.

CALL TO ORDER

The Mayor called the meeting to order at 5:05 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

Councillor McArthur advised that while he does not have a pecuniary interest with respect to Item # 5, Section 5, he noted that he is an employee of the County of Essex.

LAND ACKNOWLEDGEMENT

We will begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations (comprising the Ojibway, the Odawa, and the Potawatomie Peoples), and of the Huron-Wendat and Wyandot Peoples. We recognize the land as an expression of gratitude to those whose traditional territory we reside on, and a way of honouring the Indigenous people who have been living and thriving on the land since time immemorial. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island.

Item # 5.2 was moved forward

REPORTS - CORPORATE SERVICES

5.2 2020 Year End Reporting: Audited Consolidated Financial Statements, Building Services Annual Statement, Development Charge Reserve Funds Statement, and Parkland Dedication Reserve Fund Statement

Resolution # 20210726-247

Moved By Deputy Mayor Meloche
Seconded By Councillor McArthur

That:

- 1. The Audited Consolidated Financial Statements for the year ended December 31, 2020 BE APPROVED;**
- 2. The Audit Findings Report of KPMG for the year ended December 31, 2020 BE RECEIVED;**

3. **Administration BE AUTHORIZED to post the 2020 Consolidated Financial Statements on the Town of Amherstburg website;**
4. **The Statement of Revenue and Expenses and Accumulated Net Expense for Building Services for the year ended December 31, 2020 BE RECEIVED;**
5. **The Development Charge Reserve Funds Statement, for the year ended December 31, 2020 BE RECEIVED; and,**
6. **The Parkland Dedication Reserve Fund Statement, for the year ended December 31, 2020 BE RECEIVED.**

The Mayor put the Motion.

Motion Carried

5.1 Investing in Canada Infrastructure Program (ICIP) Green Stream - Transfer Payment Agreement

Resolution # 20210726-248

Moved By Councillor Prue

Seconded By Councillor McArthur

That:

1. **A capital expenditure not to exceed \$2,337,500 including net HST BE APPROVED, including a 2021 over-expenditure not to exceed \$100,000 and a pre-commitment not to exceed \$2,237,500 for future budget years, for reconstruction of sanitary sewers on George and Seymour Street, to be funded from the Investing in Canada Infrastructure Program (ICIP): Green Stream and a transfer from the Wastewater Reserve;**
2. **Administration BE AUTHORIZED to enter into a Transfer Payment Agreement for an Investing in Canada Infrastructure Program (ICIP): Green Stream Project with the Minister of Infrastructure for funding of up to \$1,714,088.75 toward reconstruction of the Sanitary Sewer System on George and Seymour Street at a total project cost not to exceed \$2,337,500 including net HST; and,**
3. **By-law 2021-047 being a by-law to enter into a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Green Stream with Minister of Infrastructure 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

5.2 2020 Year End Reporting: Audited Consolidated Financial Statements, Building Services Annual Statement, Development Charge Reserve Funds Statement, and Parkland Dedication Reserve Fund Statement

As dealt with above

5.3 2021 First Quarter (Q1) Variance as at March 31, 2021

Resolution # 20210726-249

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That:

- 1. An over-expenditure of salary and benefits expenses in the Clerks Budget Centre not to exceed \$5,000 for additional staff overtime to deal with advisory committee commitments and AODA compliance BE APPROVED and be funded by taxation;**
- 2. An over-expenditure of professional fees expense in the Financial Services Budget Centre not to exceed \$20,000 to provide for Asset Management Plan consulting work BE APPROVED and be funded by a transfer from the Plans and Studies Reserve;**
- 3. An over-expenditure of professional fees expense in the Planning and Development Budget Centre not to exceed \$40,000 for consulting services to assist with workload in the Planning division BE APPROVED and be funded by an under-expenditure in salary and benefits expense;**
- 4. An over-expenditure of clothing expense in the Parks Budget Centre not to exceed \$3,200 BE AFFIRMED and be funded by taxation; and,**
- 5. An over-expenditure of salary and benefits expenses in the Tourism Budget Centre not to exceed \$35,000 related to mass vaccination clinic operations BE APPROVED and be funded by recovery revenue from the County of Essex.**

The Mayor put the Motion.

Motion Carried

INFORMATION REPORTS

Resolution # 20210726-250

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That the following report BE RECEIVED:

6.1 2020 Year-End Financial Ratios and Indicators

The Mayor put the Motion.

Motion Carried

OTHER MINUTES

7.1 Audit and Finance Advisory Committee Meeting Minutes - July 22, 2021

Councillor Prue moved recommendation #'s 1-3. He asked that the Clerk bring an update with respect to additional training in recommendation # 2 and that the Director of Corporate Services do the research and bring an update with respect to recommendation # 3. Councillor Prue further stated that recommendation # 4 should be considered by the next term of Council.

Resolution # 20210726-251

Moved By Councillor Prue
Seconded By Councillor Simone

That:

- 1. The Audit and Finance Advisory Committee Meeting Minutes of July 22, 2021, BE RECEIVED;**
- 2. Budgeting funds for Council training to read financial statements as indicated in the 2016 Deloitte Report BE ENTERTAINED, as recommended by the Audit and Finance Advisory Committee;**

3. Council DIRECT Administration to INCLUDE in future iterations of the Year End Financial Ratios and Indicators report benchmarking data in the financial leverage ratios section, as recommended by the Audit and Finance Advisory Committee; and,
4. ~~Council CONSIDER a different timeline for the 2023 budget to provide additional time for Council, the Audit and Finance Advisory Committee and the public to weigh in, as recommended by the Audit and Finance Advisory Committee.~~

The Mayor put the Motion.

Motion Carried

Moved By Councillor Simone
Seconded By Councillor Renaud

That the Rules of Order BE WAIVED to add New Business to the agenda.

The Mayor put the Motion.

Motion Carried

NEW BUSINESS

1. Deputy Mayor Meloche asked about the percentage of greenspace on the Park's proposals.

The Chief Administrative Officer advised that Administration is going to bring those calculations forward for future consideration in the public consultation session. He further advised that the survey closes on August 1st, 2021, and the results will be shared at the September 27th, 2021, Regular Council Meeting.

2. Deputy Mayor Meloche asked for an update with respect to the former Duffy's property.

The Chief Administrative Officer advised that he is currently finalizing the Ministry requirements and then will be awaiting the Ministry approvals.

3. Deputy Mayor Meloche advised of a missing section of sidewalk in McGregor.

The Director of Infrastructure Services advised that she will follow up with the resident who has standing water on their property, which in turn, affects the abutting sidewalk; and further, she will ensure that the work the Town is responsible for is completed.

4. Councillor McArthur advised of concerns with respect to the speed of construction vehicles on Texas Road going in and out of the Kingsbridge subdivision. Councillor McArthur noted that Windsor Police Staff Sergeant Cheney advised that Police and Administration are aware of the concern and the construction companies are being contacted; and further, there is an increased Police presence in the area.

5. Councillor Prue advised of flood complaints in the Kingsbridge Subdivision where residents believe is occurring as a result of development in the area.

The Clerk advised that the matter is currently being investigated by the Infrastructure Services and Building Departments and incoming claims are being handled by the Clerk's Department.

ADJOURNMENT

Moved By Councillor Courtney

Seconded By Deputy Mayor Meloche

That Council adjourn from Special session at 6:20 p.m.

The Mayor put the Motion.

Motion Carried



MAYOR – ALDO DICARLO



CLERK – PAULA PARKER