



**TOWN OF AMHERSTBURG
COUNCIL MEETING
AGENDA**

Monday, February 10, 2020

6:00 PM

Council Chambers

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

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Pages

- 1. CALL TO ORDER**

- 2. NATIONAL ANTHEM**

- 3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

4. MINUTES OF PREVIOUS MEETING

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 - October 28, 2019	
4.2	Special In-Camera Council Meeting Minutes - November 12, 2019	
4.3	Special Council Meeting Minutes - Planning - November 12, 2019	7
4.4	Regular Council Meeting Minutes - November 12, 2019	10
4.5	Special In-Camera Council Meeting Minutes - November 25, 2019	
4.6	Regular Council Meeting Minutes - November 25, 2019	23
4.7	Special Council Meeting Minutes - Planning - December 9, 2019	39

5. DELEGATIONS

None.

6. REPORTS – CORPORATE SERVICES

6.1 Development Charges Act Changes Effective January 1, 2020 – Instalments, Rate Freezing and Interest Charges

42

It is recommended that:

1. For any development charges which become payable on or after January 1, 2020, and are payable in instalments in accordance with s. 26.1 of the Development Charges Act, 1997 (as amended), an annual interest rate equal to the greater of;
 - i. the second quarter Non-Residential Construction Index plus 0.5% **OR**
 - ii. the average annual rate at which the Town would issue debentures to fund development charge projects plus 0.5%, **SHALL APPLY** to the principal amount of the deferred payment;
2. For any development charges which, pursuant to s. 26.2 of the Development Charges Act, 1997 (as amended) (the Act), are calculated as of the date on which either a site plan approval application is deemed complete or a Zoning By-law Amendment application in respect of the development is deemed complete, an annual interest rate equal to the greater of;
 - i. the second quarter Non-Residential Construction Index plus 0.5% **OR**
 - ii. the average annual rate at which the Town would issue debentures to fund development charge projects plus 0.5% **SHALL APPLY** to the amount of the development charge from the date of the complete application to the date the development charge is payable, as permitted by subsection 26.2(3) of the Act; and,
3. The annual interest rates as set out in 1 and 2 **BE EFFECTIVE** as interim rates until such time as the Town's Development Charges By-law is next reviewed and updated or amended, including establishment of interest rates under said By-law.

7. REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

There are no reports.

8. REPORTS – ENGINEERING AND PUBLIC WORKS

There are no reports.

9. REPORTS – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

There are no reports.

10. REPORTS - CAO's OFFICE

There are no reports.

11. INFORMATION REPORTS

That the following information reports **BE RECEIVED**:

11.1	2019 Yearly Building Activity	48
11.2	Annual Committee Report 2019 - Audit and Finance Advisory Committee	55
11.3	Windsor Essex County Economic Development Corporation (WEEDC) Job Site Challenge Submission	58

12. CONSENT CORRESPONDENCE

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

12.1	Deep Geologic Repository Project - City of Sarnia Resolution	77
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13. CORRESPONDENCE

13.1	March 2020 - Easter Seals Month - Easter Seals Ontario (Windsor-Essex)	80
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It is recommended that:

1. The correspondence dated January 31, 2020, from Easter Seals Ontario (Windsor-Essex) regarding March is Easter Seals Month **BE RECEIVED**; and,
2. March **BE PROCLAIMED** as Easter Seals Month in the Town of Amherstburg.

14. CONSENT OTHER MINUTES

That the following minutes **BE RECEIVED**:

14.1	Committee of Adjustment Meeting Minutes - October 29, 2019	84
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15. OTHER MINUTES

15.1	Amherstburg Accessibility Advisory Committee Meeting Minutes - January 23, 2020	93
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It is recommended that:

1. The Amherstburg Accessibility Advisory Committee Meeting Minutes of January 23, 2020 **BE RECEIVED**; and,
2. A representative from the Essex County District School Board **BE INVITED** to attend a meeting to discuss accessibility features planned for the new General Amherst High School.

16. UNFINISHED BUSINESS

16.1	Unfinished Business List as at February 10, 2020	97
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17. NEW BUSINESS

18. NOTICE OF MOTION

There are no Notices of Motion.

19. BY-LAWS

19.1 By-law 2019-092 - Road Allowance Transfer for 26 Whelan Drive 101

(Housekeeping By-law)

That **By-law 2019-092** being a by-law to stop up, close and sell a portion of the unimproved road allowance in front of 26 Whelan Drive be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

19.2 By-law 2020-013 - Appointment of Building Officials and Inspectors 104

(Housekeeping By-law)

That **By-law 2020-013** being a by-law to appoint Building Officials and Inspectors, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

19.3 By-law 2020-016 - Confirmatory By-law 106

That **By-law 2020-016** being a by-law to Confirm all Resolutions of the Municipal Council Meeting held February 10th, 2020, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

20. ADJOURNMENT

That Council rise and adjourn at p.m.



TOWN OF AMHERSTBURG
SPECIAL COUNCIL MEETING - PLANNING
Tuesday, November 12, 2019
5:00 PM

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

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Leo Meloche
Councillor Donald McArthur
Councillor Michael Prue
Councillor Marc Renaud
Councillor Patricia Simone

ABSENT

Councillor Peter Courtney

Giovanni (John) Miceli, CAO
Paula Parker, Clerk
Tammy Fowkes, Deputy Clerk
Frank Garardo, Manager of Planning Services
Mark Galvin, Director, Planning Development and
Legislative Services

CALL TO ORDER

The Mayor called the meeting to order at 5:04 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

PRESENTATIONS

3.1 Official Plan Review, Section 26 - Gregory Bender, Project Lead, WSP Planning Consultants

Mr. Bender provided Council with a presentation with respect to the Official Plan Review, Section 26, and answered Council questions.

The Mayor invited the public to speak. The following were heard:

- Evan Sugden
- Joe Capaldi

Resolution # 20191209-520

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

SPECIAL PLANNING REPORTS

Resolution # 20191209-521

Moved By Councillor Renaud
Seconded By Deputy Mayor Meloche

That the following information report BE RECEIVED:

4.1 Official Plan Review

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That Council rise and adjourn at 5:34 .m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING
Tuesday, November 12, 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 Donald McArthur
Councillor Michael Prue
Councillor Marc Renaud
Councillor Patricia Simone

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

CALL TO ORDER

The Mayor called the meeting to order at 3:04 p.m.

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20191209-518

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That Council move into an In-Camera Meeting of Council at 3:05 pm pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

Item A - Section 239(2)(i) - A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position, or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; and, 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.

Item B - Section 239(3.1) - Education or Training Session.

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

The Mayor put the Motion.

Motion Carried

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

There were no disclosures of pecuniary interest noted.

ADJOURNMENT OF SPECIAL IN-CAMERA COUNCIL MEETING @ 4:45 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Simone
Seconded By Councillor McArthur

That Council resume Regular session at 6:06 p.m.

The Mayor put the Motion.

Motion Carried

NATIONAL ANTHEM

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

There were no disclosures of pecuniary interest noted.

Councillor Prue provided a statement general in nature. He advised that he has received advice with respect to potential pecuniary interest regarding the Boblo Island Development Agreement discussions (item # 10.1 and item # 4.3). Councillor Prue confirmed that he does not have any pecuniary interest with respect to the noted discussions.

REPORT OUT FROM IN-CAMERA MEETING - Oct. 28 & Nov.12, 2019

Council met on October 28th, 2019, for a Special In-Camera Meeting at 3:05 pm and discussed (1) item as provided for under Section 239 of the Municipal Act:

Item A - heard under Section 239(2)(b)&(d) of the Act. There is nothing further to report.

Council met on November 12th, 2019, for a Special In-Camera Meeting at 3:05 pm and discussed (3) items as provided for under Section 239 of the Municipal Act:

Item A – heard under Sections 239(2)(i)&(k) of the Act. There is nothing further to report.

Item B – heard under Section 239(3.1) of the Act. There is nothing further to report.

Item C – heard under Section 239(2)(d) of the Act. There is nothing further to report.

MINUTES OF PREVIOUS MEETING

Resolution # 20191209-522

Moved By Councillor Simone

Seconded By Councillor McArthur

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:

9.1 Special Council Meeting Minutes - August 26, 2019

9.2 Special Council Meeting Minutes - Planning - September 9, 2019

The Mayor put the Motion.

Motion Carried

DELEGATIONS

10.1 Boblo Island Development Agreement - Cindy Prince, Vice President, AMICO Infrastructure Inc., Eric Farron, Home Owners Association Representative, and Kate Lyons, AMICO Legal Counsel

Resolution # 20191209-523

Moved By Councillor Prue
Seconded By Councillor Simone

That:

- 1. The delegation BE RECEIVED; and,**
- 2. By-law 2019-091 BE CONSIDERED up to and including Schedule D.**

The Mayor put the Motion.

Motion Carried

Agenda item # 14.3 was moved forward

REPORTS – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

14.3 Subdivision Agreement for Boblo Developments (South-end) - County of Essex File No. 37-T-14004

Resolution # 20191209-524

Moved By Councillor Simone
Seconded By Deputy Mayor Meloche

That By-law 2019-091 being a by-law to authorize the signing of a Subdivision Agreement for Boblo Developments (South-end)-County of Essex File No. 37-T-14004, satisfactory in form to the Director of Planning, Development and Legislative Services, in financial content to the Director of Corporate Services, and in technical content to the Manager of Planning Services, 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

Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That Council recess for a break at 7:49 p.m.

The Mayor put the Motion.

Motion Carried

Moved By Deputy Mayor Meloche
Seconded By Councillor McArthur

That Council resume Regular session at 8:02 p.m.

The Mayor put the Motion.

Motion Carried

REPORTS – CORPORATE SERVICES

11.1 2019 Tax Write-Offs and Rebates

Resolution # 20191209-525

Moved By Councillor Simone
Seconded By Councillor Renaud

That the property tax adjustments outlined in the report from the Supervisor of Revenue dated October 18, 2019 regarding 2019 Tax Write-offs and Rebates BE AFFIRMED.

The Mayor put the Motion.

Motion Carried

11.2 Asset Management Policy

Resolution # 20191209-526

Moved By Councillor Simone
Seconded By Deputy Mayor Meloche

That the Asset Management Policy BE ADOPTED as presented.

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

14.1 Transfer of Municipal Lands-Road Allowance at 26 Whelan Drive; Block 52, Plan 12M373 - in front of 26 Whelan Drive (Lot 37 on Plan 12M373)

Resolution # 20191209-527

Moved By Deputy Mayor Meloche
Seconded By Councillor Simone

That:

1. **By-law 2019-79 being a by-law to Stop Up, Close and Sell a Portion of the Unimproved Road Allowance described as Block 52 on Plan 12M373 located on the North side of Whelan Avenue be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same; and,**
2. **The Mayor and Clerk BE AUTHORIZED to sign all necessary documents for the transfer prepared in form and content satisfactory to the Director of Planning, Development and Legislative Services.**

The Mayor put the Motion.

Motion Carried

14.2 Zoning By-Law Amendment - WS Concession 4 South

Resolution # 20191209-528

Moved By Councillor Simone
Seconded By Deputy Mayor Meloche

That By-law 2019-077, being a by-law to amend Zoning By-law No. 1999-52 for WS Concession 4 South, 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

14.3 Subdivision Agreement for Boblo Developments (South-end) - County of Essex File No. 37-T-14004

Dealt with above

REPORTS - CAO's OFFICE

15.1 2020 Calendar of Council Meetings

Resolution # 20191209-529

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That:

- 1. The rules in the Procedural By-law requiring that regular meetings be held the second and fourth Monday of each month BE WAIVED for the months of July, August, and December; and,**
- 2. The 2020 Calendar of Council Meetings BE APPROVED, as presented.**

The Mayor put the Motion.

Motion Carried

INFORMATION REPORTS

Resolution # 20191209-530

Moved By Councillor Prue

Seconded By Councillor McArthur

That the following information reports BE RECEIVED:

- 16.1 Cheque Listing for the Month of October 2019**
- 16.2 Kingsbridge Subdivision – Options for Additional Entrance**
- 16.3 Monthly Fire Department Report - September 2019**

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20191209-531

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That the following consent correspondence BE RECEIVED:

- 17.1 Accounts Paid - January 1, 2019 - May 31, 2019**
- 17.2 Local Health Care Services - Town of Kingsville Resolution**
- 17.3 Transformation of Building Services in Ontario - Municipality of Prescott Resolution**
- 17.4 Conservation Authority Board of Directors - Grey Sauble Conservation Authority Resolution**
- 17.5 Advertising Rates - 2020 Veterans Day Magazine**

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20191209-532

Moved By Councillor Simone

Seconded By Councillor Renaud

That the following minutes BE RECEIVED:

18.1 Mayor's Youth Advisory Committee Minutes - October 21, 2019

The Mayor put the Motion.

Motion Carried

OTHER MINUTES

19.1 Accessibility Advisory Committee Minutes - October 22, 2019

Resolution # 20191209-533

Moved By Councillor McArthur

Seconded By Councillor Simone

That:

1. **The Town of Amherstburg MATCH the Accessibility Committee of the Town of Essex in providing an equal portion of \$5,445.47 for the purchase of 5 accessible picnic tables; and,**
2. **The Person First Language (PFL) BE ADOPTED as a pilot project at the Accessibility Committee level with further consideration of use in the organization at a later date.**

The Mayor put the Motion.

Motion Carried

19.2 Drainage Board Meeting Minutes - November 5, 2019

Resolution # 20191209-534

Moved By Councillor Simone

Seconded By Councillor Prue

That:

1. **The Drainage Board Meeting Minutes of November 5, 2019 BE RECEIVED;**
2. **By-law 2019-093 being a by-law to provide for the New Access Culvert on the Dupuis Drain for Bastien based on the Drainage Report by R. Dobbin Engineering BE PROVISIONALLY ADOPTED by giving first and second reading and the Mayor and Clerk BE AUTHORIZED to sign same;**
3. **By-law 2019-095 being a by-law to provide for the John Parks Drain No. 1 Improvements based on the Drainage Report by R. Dobbin Engineering Inc. BE PROVISIONALLY ADOPTED by giving first and second reading and the Mayor and Clerk BE AUTHORIZED to sign same;**
4. **The request from Peter Crump for the repair and improvement of the John Parks Drain No. 2 per Section 78 of the Drainage Act BE ACCEPTED, as recommended by the Drainage Board;**
5. **The appointment of the firm of R. Dobbin Engineering Inc. to complete a report for the repair and improvement of the John Parks Drain No. 2 BE APPROVED, as recommended by the Drainage Board, and,**
6. **The assessment adjustments as listed in the engineering report prepared by Rood Engineering Inc. for the Subsequent Connection – Tremblay Drain (Lepera Section 65) BE APPROVED, as recommended by the Drainage Board.**

The Mayor put the Motion.

Motion Carried

UNFINISHED BUSINESS

There was no Unfinished Business brought forward.

NEW BUSINESS

1. Councillor Courtney advised of a Secret Santa Dinner charity event being held on November 17, 2019 at Mealtime Express with proceeds going to the Mickle family.

NOTICE OF MOTION

As introduced at the October 28, 2019, Regular Council Meeting

22.1 Climate Change Emergency Declaration - Councillor McArthur

Resolution # 20191209-535

Moved By Councillor McArthur

Seconded By Councillor Prue

That Amherstburg Council join the more than 400 other Canadian municipalities who have declared a Climate Emergency and work to reduce emissions as recommended by the Windsor-Essex County Environment Committee.

“WHEREAS the Windsor-Essex County Environment Committee is sounding the alarm and urging the City of Windsor and the County of Essex to declare Climate Emergencies and work together to reduce emissions; and

WHEREAS more than 444 Canadian municipalities (including Chatham-Kent, London, Sarnia, Hamilton, St. Catharines, Guelph, Kingston, Kitchener and the Waterloo Region) have declared Climate Emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

WHEREAS Amherstburg distributed sandbags to residents this summer in the face of historic water levels and has 43.7 km of shoreline along the Detroit River and Lake Erie, along with 12.4 km of shoreline on inland waterways, and is thus greatly affected by water levels in the Great Lakes basin; and

WHEREAS the most recent report by the UN Intergovernmental Panel on Climate Change (IPCC) has indicated that within 12 years, in order to keep the global average temperature increase to 1.5 degree C and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

WHEREAS based on current projections of the future impacts of human-caused climate change, climate change will adversely the local economy, local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for local residents, particularly our vulnerable populations; and

WHEREAS climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and

WHEREAS Amherstburg and the surrounding region is already experiencing climate change impacts including, but not limited to, overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

WHEREAS municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

WHEREAS Amherstburg is embarking on a review of the Town's Official Plan; and

WHEREAS implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

THEREFORE BE IT RESOLVED that Amherstburg declare a Climate Emergency and direct administration to prepare a report containing recommendations for priority actions items, implementation measures and cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.”

The Mayor put the Motion.

Motion Carried

BY-LAWS

23.1 By-law 2019-103 - Confirmatory By-law

Resolution # 20191209-536

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That By-law 2019-103 being a by-law to Confirm all Resolutions of the Municipal Council Meetings held November 4th and 11th, 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

ADJOURNMENT

Moved By Councillor Courtney
Seconded By Councillor McArthur

That Council rise and adjourn at 8:43 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



**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**

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



TOWN OF AMHERSTBURG
SPECIAL COUNCIL MEETING - PLANNING

Monday, December 9, 2019
5:00 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
Tammy Fowkes, Deputy Clerk
Frank Garardo, Manager of Planning Services
Mark Galvin, Director, Planning Development and
Legislative Services

CALL TO ORDER

The Mayor called the meeting to order at 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

SPECIAL PLANNING REPORTS

3.1 Zoning By-Law Amendment - 3671 Creek Road (Conc. 3 Pt Lot 32)

The Mayor invited the public to comment. There were no comments heard.

Resolution # 20191209-562

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That:

- 1. Comments from the public with respect to Zoning By-law Amendment at 3671 Creek Road (Conc 3 Pt Lot 32) File ZBA-19-19) by George & Ruth VandenBrink BE RECEIVED and SUMMARIZED in a future report to Council.**

The Mayor put the Motion.

Motion Carried

3.2 Zoning By-Law Amendment - 265 & 349 Concession 3 North

The Manager of Planning Services provided an overview of the proposed Zoning By-law Amendment for 265 & 349 Concession 3 North and answered Council questions.

Jackie Lassaline, Lassaline Planning Consultants Inc., provided a presentation on behalf of Cecelia Acres Greenhouse and answered Council questions.

The Mayor invited the public to comment. The following were heard:

- Cathleen Klingbyle
- Greg Nemeth
- Jennifer Durocher

Resolution # 20191209-563

Moved By Deputy Mayor Meloche
Seconded By Councillor Renaud

That:

- 1. Pending consideration of written and oral comments received at the public meeting of December 9, 2019 regarding a Zoning By-law Amendment at 265 & 349 Concession 3 North to permit a greenhouse operation, that Zoning By-Law Amendment 2019-101 BE CONSIDERED, as amended.**

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

ADJOURNMENT

Moved By Deputy Mayor Meloche

Seconded By Councillor McArthur

That Council rise and adjourn at 6:33 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Cheryl Horrobin	Report Date: January 24, 2020
Author's Phone: 519 736-0012 ext. 2254	Date to Council: February 10, 2020
Author's E-mail: chorrobin@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: Development Charges Act Changes Effective January 1, 2020 – Instalments, Rate Freezing and Interest Charges

1. **RECOMMENDATION:**

It is recommended that:

1. For any development charges which become payable on or after January 1, 2020, and are payable in instalments in accordance with s. 26.1 of the Development Charges Act, 1997 (as amended), an annual interest rate equal to the greater of;
 - i) the second quarter Non-Residential Construction Index plus 0.5% **OR**
 - ii) the average annual rate at which the Town would issue debentures to fund development charge projects plus 0.5%,

SHALL APPLY to the principal amount of the deferred payment;

2. For any development charges which, pursuant to s. 26.2 of the Development Charges Act, 1997 (as amended) (the Act), are calculated as of the date on which either a site plan approval application is deemed complete or a Zoning By-law Amendment application in respect of the development is deemed complete, an annual interest rate equal to the greater of;
 - i) the second quarter Non-Residential Construction Index plus 0.5% **OR**
 - ii) the average annual rate at which the Town would issue debentures to fund development charge projects plus 0.5%

SHALL APPLY to the amount of the development charge from the date of the complete application to the date the development charge is payable, as permitted by subsection 26.2(3) of the Act; and,

3. The annual interest rates as set out in 1 and 2 **BE EFFECTIVE** as interim rates until such time as the Town's Development Charges By-law is next reviewed and updated or amended, including establishment of interest rates under said By-law.

2. **BACKGROUND:**

Bill 138, the Plan to Build Ontario Together Act, received royal assent on December 10, 2019 and amended a component of Bill 108 related to the collection timing of DCs for Commercial and Industrial developments. Parts of Bill 138, including the part that amended Bill 108, the More Homes More Choice Act, were proclaimed December 16, 2019 and became effective January 1, 2020.

Along with the proclamation of parts of Bill 138, Sections 8 (1), 9, 12, 13 (6) of Schedule 3 of Bill 108 were also proclaimed on December 16, 2019 and came into force on January 01, 2020.

Schedule 3 of Bill 108 covers the changes to the Development Charges Act, 1997 (DCA). The changes that came into force January 1, 2020 are highlighted below.

Development Charges Payment Instalments (Deferrals)

DCA section 26.1 permits deferred payment of development charges as follows:

- For development of “rental housing” (excluding non-profit) and “institutional development” DCs shall be paid over **six (6) equal instalments** beginning on the earlier of the date of issuance of an occupancy permit or occupancy of the building and continuing on the five anniversaries of that date; and
- For development of “non-profit” housing DCs shall be paid over **twenty-one (21) equal instalments** beginning on the earlier of the date of issuance of an occupancy permit or occupancy of the building and continuing on the twenty anniversaries of that date.

Section 26.1 does not apply where there is an agreement under DCA section 27.

Development Charges Rate “Freezing”

DCA section 26.2 changes when the amount of development charge is determined. Currently development charges are calculated at the time they become payable, usually upon issuance of a building permit.

Under section 26.2 DC charges after January 1, 2020 will be calculated:

- (a) on the date of an application for a site plan approval for the development, or,
- (b) if there is no such application, on the date of an application for zoning by-law amendment related to the development, or
- (c) if neither of these applications have been made, the amount continues to be determined at the issuance of a building permit.

As several years can elapse from the application dates in (a) or (b) above and the date of building permit issuance, this change may permit some applicants to “lock in” a development charge rate that is lower than the development charge rate that would have been applicable at the time of building permit issuance. Recently adopted regulation (O.Reg. 82/98) limits this effect by adopting a two-year limit during which the development charge calculation can be “frozen”, after which it is calculated as of the date of permit issuance. It is noted that the DC rate is “locked in” at the date of site plan

or zoning amendment **application** date however, the “two-year clock” starts at the date of **approval** of the site plan application or zoning amendment application.

Note: per DCA subsection 26.2(6), the conditions in (a) and (b) (above) do not apply in the case of an application made before January 1, 2020. For those applications, timing of DC payments remains as of the date of building permit issuance.

Interest Payable

Under DCA sections 26.1(7) and (8) and 32(1), where DCs are payable in instalments, the municipality may charge interest on the DC, at a rate not exceeding the prescribed maximum interest rate, from the date the development charge would have been payable under section 26 to the date the DC instalment is paid. The interest payable can be added to the roll and collected like taxes. As of December 18, 2019, the Minister had not prescribed a maximum interest rate.

Under DCA subsection 26.2(3) municipalities may charge interest on the development charge amount during the “frozen” period, which is between the date of application for i) development approval or ii) zoning by-law amendment or iii) site plan agreement application and the charge becoming payable.

The Ministry of Municipal Affairs and Housing published a regulation (O. Reg. 454/19, amending O. Reg. 82/98) which implements the deferral of Development Charges provided under new section 26.1. The regulation does not set a maximum or a minimum interest rate. Additionally, the regulation does not prescribe an interest rate applicable to the “frozen” period created by section 26.2.

3. DISCUSSION:

Implementation of the DC instalment (deferrals) and DC rate freezes, as required effective January 1, 2020, will be applied under the Town’s business processes to ensure legislative compliance. This will require a coordinated effort between the Building, Planning and Finance divisions to ensure that the correct DC rates and timing for collection of DC charges are applied.

In order to mitigate the financial impact of those changes, it is recommended that the Town include the collection of interest on deferred DC payments. If the Town wishes to collect interest on deferred development charge payments it is necessary that Council enact a resolution to that effect.

Amending regulation O. Reg. 454/19 (published online on December 20, 2019 by Ontario, amending O. Reg 82/98) addresses definitions of terms in amended s. 26.1, but the “maximum” interest rate is not prescribed, nor is any “default” interest rate prescribed. The transition provision (new section 26.1(10)) merely states that the deferral provisions in s. 26.1 apply to development charges payable once the corresponding section of Bill 108 comes into force. Therefore, the new deferral provisions are not retroactive, but will apply immediately to any development charges payable on January 1, 2020 and thereafter.

Without an interest rate prescribed in the regulations to the Development Charges Act and without action by Council to impose such a rate, the interest rate is effectively 0%. As such, Administration recommends that Council adopt an appropriate interest rate as an interim measure until such time as the interest rate can be considered and included as part of the next update/amendment to the Town's Development Charges By-law. An update/amendment to the DC By-law is anticipated to effect changes following proclamation of legislation to affect Community Benefit Charges.

The change from collection of DCs at building permit issuance to an applicable deferral payment plan under the new legislation will impact the Town's cash flow. Even with the two-year limitation noted above, the Town will potentially carry the costs of development for over two years using funding from current ratepayers.

In addition, the change to the timing of determining the DC calculation and collection of the DC charge will result in additional financial challenges if the rates being collected as identified in the Development Charges background study and DC By-law are less than the actual costs of construction. In order to mitigate these financial risks, Administration recommends that applicable interest rates be established as follows:

26.1 (7) Rate – Applicable for DCs paid in Instalments

:

This interest rate would be applied between the date of building permit issuance and the date of instalment payment through full payment of the DC.

26.2 (3) Rate – Applicable during period DC is “frozen”:

This interest rate would be applied between the date of application for development site plan approval or by-law amendment and the date the DC becomes payable. The new 26.2 rules have the potential to result in short-term lost revenue as applicants will not be subject to development charge increases after they have “locked in” their development charge rate at the time of development approval application. Enacting an interest rate would permit the City to off-set such lost revenue.

It is recommended that the interest rates for each of the above be equal to the greater of (a) the second quarter Non-Residential Construction Index plus 0.5% OR (b) the average annual rate at which the Town would issue debentures to fund development charge projects plus 0.5%.

The first option (a) is used for indexing the various development charge rates on an annual basis. The second option (b) represents the actual interest rate that would be applied to the debt used as a source of financing eligible growth-related capital projects. By basing the carrying costs on either of these interest rate options, the Town is ensuring that the fiscal framework requirement to offset the cost of growth to the full extent permitted by legislation is met, thereby minimizing the financial impact on existing residents.

At the time of writing, Ontario has not yet set out in proclamation authority for transition to the Community Benefits Charge. However, the DC Act changes in 2019 have effectively established the deadline to transition to the Community Benefits Charge as January 1, 2021, after which date municipalities would no longer be able to collect DCs for discounted (soft) services under the DC Act. Based on the current legislation, the

Town would need to have a Community Benefit Charge in place prior to January 1, 2021 in order to collect for soft services. Administration is continuing to monitor the status of this impending legislative change.

4. RISK ANALYSIS:

The DC payment deferral and freeze elements recently enacted under Ontario legislation impose a higher financial risk on the Town where costs for growth-related services may be in place awaiting development, but the payments required to fund the infrastructure will occur over a longer timeframe and may be recovered at rates lower than anticipated in the DC background study and By-law.

5. FINANCIAL MATTERS:

The recommended interest rates would be applied to DC payment obligations as outlined in this report in an effort to mitigate the financial impact of deferred and or frozen DCs that would otherwise have to be funded by current ratepayers of the Town. Application of such interest charges would be consistent with a 'growth pays for growth' approach to development in the Town.

6. CONSULTATIONS:

Nancy Neale, Watson & Associates Economists Ltd., was consulted on this report.

7. CONCLUSION:

It is recommended that Council adopt interest rates as outlined in this report to mitigate the financial impact of legislative changes on collection timing and rate calculation for Development Charges. The interim interest rates would then considered for review and inclusion when the Town's DC By-law is next updated.



Cheryl Horrobin
Director of Corporate Services

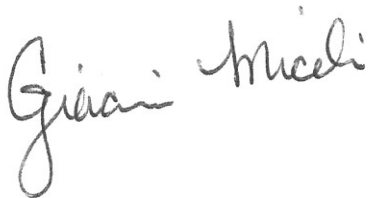
Report Approval Details

Document Title:	DC Act Changes Effective January 1, 2020 – Instalments, Rate Freezing and Interest Charges.docx
Attachments:	
Final Approval Date:	Feb 3, 2020

This report and all of its attachments were approved and signed as outlined below:



Cheryl Horrobin



John Miceli



Paula Parker



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Angelo Avolio	Report Date: January 24, 2020
Author's Phone: 519 736-5408 ext. 2136	Date to Council: February 10, 2020
Author's E-mail: aavolio@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: 2019 Yearly Building Activity

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Chief Building Official dated January 24, 2020, regarding 2019 Yearly Building Activity for the construction year from January to December 2019 **BE RECEIVED for information.**

2. **BACKGROUND:**

At the regular Council meeting of April 11, 2016 council passed the following resolution (Resolution # 20160411-145):

“That Administration **BE DIRECTED** to provide monthly activity reports within the Building Department, Fire Department and Police Services”

3. **DISCUSSION:**

Building activity and statistics from January to December of 2019 are indicated in this report, including attached tables and chart.

The Building Division issued a total of 441 permits with an approximate total construction cost of \$63,000,000. Permits consist of single-family dwelling, semi-detached, additions, commercial, industrial, swimming pools and decks.

A total of 141 new residential dwelling units have been created totaling over approximately \$45,000,000 in construction cost.

A total of 60 legal requests for property information and title searches were processed. Over 2500 inspections have been conducted.

In comparison to the 2018 there has been an increase in construction value of \$15,600,000. This was largely due to the increase in residential dwellings and renovations to existing homes. There has been a decrease in new single family home construction units compared to 2018; however multi-unit dwellings have increased dramatically.

Throughout the year Administration has continued to work towards further streamlining permit processing. After a lengthy multi-disciplined preparation phase, in early 2020 Administration launched the City View permitting program; system refinements are in progress and will continue until the program is in full operation.

4. RISK ANALYSIS:

None

5. FINANCIAL MATTERS:

The anticipated revenues for all building permit issued for 2019 is approximately \$495122.00. Total fees including development charges is approximately \$2 900000.00.

6. CONSULTATIONS:

None

7. CONCLUSION:

According to CMHC the Housing Market outlook for Essex County is expected to remain elevated in 2020. However, the level of multi-unit starts is unlikely to be repeated over the next several years and overall starts are expected to decline in 2020. Slower economic and population growth as well as more choice in the existing home market could limit the growth in new construction. Amherstburg has several new phases anticipated in the Kingsbridge subdivision, which are expected to provide a large inventory of serviced lots for single family residences during the 2020 construction season.



Angelo Avolio CBCO
Chief Building Official

Yearly Building Activity for 2019

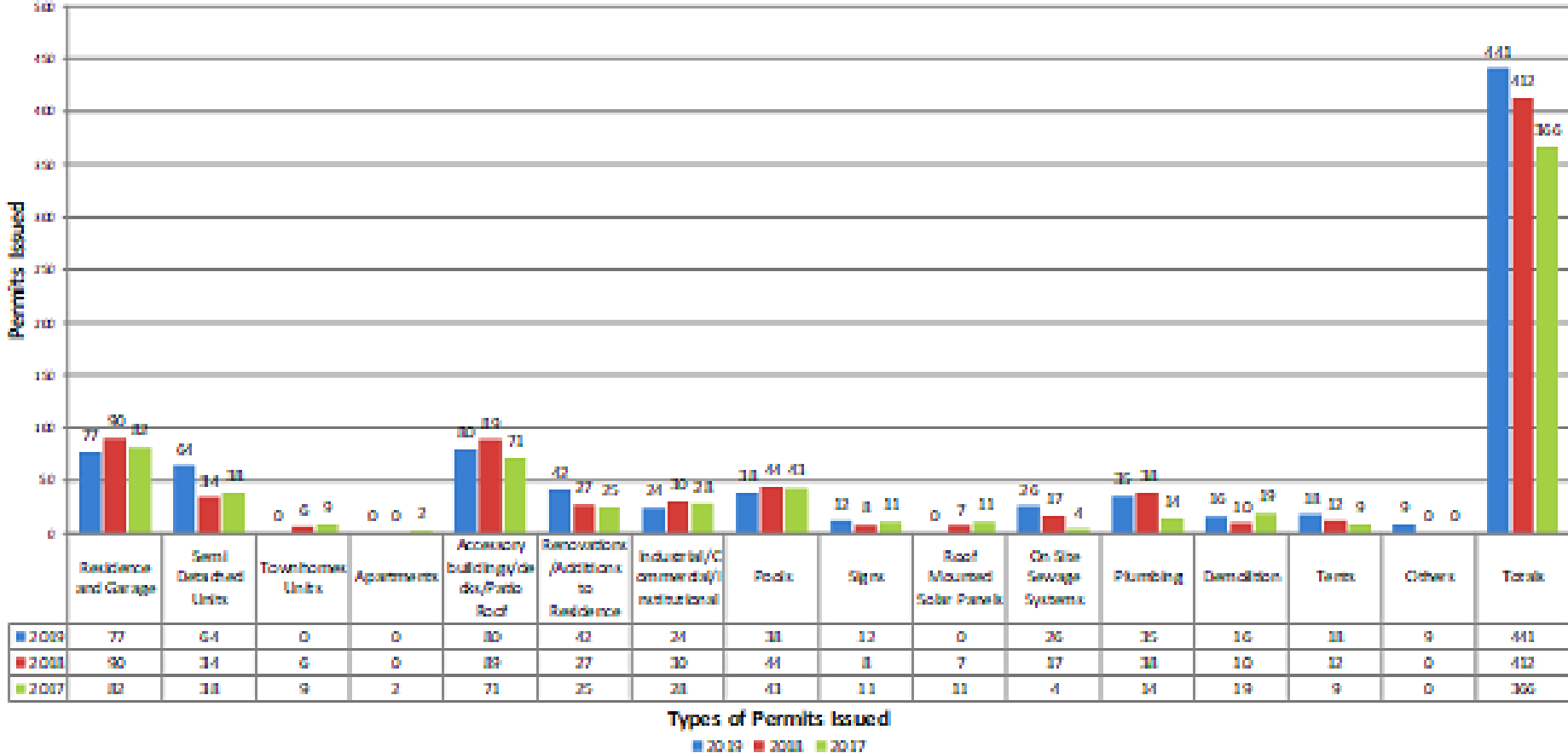
	# of permits	Construction Value
Single Detached Dwelling	77	\$ 29,068,000.00
Semi Detached Dwelling	64	\$ 15,900,000.00
Three Unit Townhouse	0	\$ -
Apartment Building	0	\$ -
Attached Garage	3	\$ 130,000.00
Detached Garage	15	\$ 503,000.00
Barns & Pole Barns	18	\$ 1,304,000.00
Renovations	19	\$ 1,620,000.00
Addition to Residence	22	\$ 3,207,000.00
Front Porch	3	\$ 29,000.00
Shed	13	\$ 119,000.00
Sun Room	1	\$ 41,000.00
Gazebo	2	\$ 16,000.00
Covered Porch	9	\$ 163,000.00
Wood Decks	14	\$ 95,000.00
Signs	12	\$ 78,000.00
Moved Residences	0	\$ -
Demolition of Residence	12	\$ 122,000.00
Demolition of Other	4	\$ 69,000.00
Commercial	16	\$ 5,009,000.00
Industrial	3	\$ 1,460,000.00
Institutional	5	\$ 1,970,000.00
Back Water Valve-Subsidy	28	\$ 78,000.00
Plumbing Permit	7	\$ 35,000.00
Heating Permit	0	\$ -
Pool House	3	\$ 95,000.00
Pool Permit	38	\$ 945,000.00
Septic System	26	\$ 846,000.00
Solar Panels	0	\$ -
Tent	18	\$ 32,000.00
Others	9	\$ 257,000.00
Totals	441	\$ 63,191,000.00

Amherstburg Building Activity-2017 to 2019			
Permits Issued	2019	2018	2017
Residence and Garage	77	90	82
Semi Detached Units	64	34	38
Townhomes Units	0	6	9
Apartments	0	0	2
Accessory buildings/decks/Patio Roof	80	89	71
Renovations/Additions to Residence	42	27	25
Industrial/Commercial/Institutional	24	30	28
Pools	38	44	43
Signs	12	8	11
Roof Mounted Solar Panels	0	7	11
On Site Sewage Systems	26	17	4
Plumbing	35	38	14
Demolition	16	10	19
Tents	18	12	9
Others	9	0	0
Totals	441	412	366

Amherstburg Building Construction Value-2017 to 2019

Permits Issued	2019	2018	2017
Residence and Garage	\$29,068,000.00	\$28,111,982.26	\$26,174,300.00
Semi Detached Units	\$15,900,000.00	\$7,226,000.00	\$6,769,000.00
Townhomes Units	\$0.00	\$1,258,000.00	\$2,999,997.00
Apartments	\$0.00	\$0.00	\$6,080,000.00
Accessory buildings/decks/Patio Roof	\$2,454,000.00	\$2,626,300.00	\$2,743,810.00
Renovations/Additions to Residence	\$4,868,000.00	\$1,420,000.00	\$1,946,500.00
Industrial/Commercial/Institutional	\$8,439,000.00	\$4,913,459.00	\$5,413,800.00
Pools	\$945,000.00	\$833,110.00	\$740,950.00
Signs	\$78,000.00	\$34,000.00	\$16,000.00
Roof Mounted Solar Panels	\$0.00	\$154,800.00	\$207,400.00
On Site Sewage Systems	\$846,000.00	\$426,000.00	\$9,000.00
Plumbing	\$113,000.00	\$85,619.62	\$31,710.00
Demolition	\$191,000.00	\$469,300.00	\$952,556.00
Tents	\$32,000.00	\$41,650.00	\$21,625.00
Others	\$257,000.00	\$0.00	\$0.00
Totals	\$63,191,000.00	\$47,600,220.88	\$54,106,648.00

Amherstburg Building Activity Comparison from 2017-2019



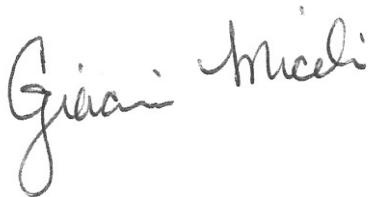
Report Approval Details

Document Title:	2019 Yearly Building Activity Report.docx
Attachments:	
Final Approval Date:	Feb 3, 2020

This report and all of its attachments were approved and signed as outlined below:



Cheryl Horrobin



John Miceli



Paula Parker



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Cheryl Horrobin	Report Date: January 8, 2020
Author's Phone: 519 736-0012 ext. 2254	Date to Council: February 24, 2020
Author's E-mail: chorrobin@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Annual Committee Report 2019 - Audit and Finance Advisory Committee

1. RECOMMENDATION:

It is recommended that:

1. The report from the Director of Corporate Services dated January 8, 2020 regarding the Annual Committee Report 2019 - Audit and Finance Advisory Committee **BE RECEIVED for information.**

2. BACKGROUND:

The Audit and Finance Advisory Committee (AFAC) was created by Council in 2019 to provide advice to Council on the financial affairs of the municipality in accordance with the Terms of Reference established by Council.

3. DISCUSSION:

The following outlines AFAC activity during 2019.

- Recommended receipt of KPMG's Audit Findings Report (2018 year-end)
- Recommended approval of the Draft Consolidated Financial Statements (2018 year-end)
- Supported the External Audit Services RFP Terms of Reference
- Supported the report to award the contract for External Audit Services for 2019-2023 to KPMG
- Recommended amendments to the Terms of Reference for the AFAC

- Recommended considerations for the 2020 Budget
4. **RISK ANALYSIS:**

N/A

5. **FINANCIAL MATTERS:**

N/A

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

The annual committee report for the AFAC is provided for information.

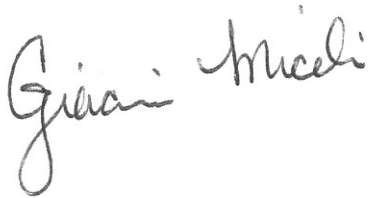


Cheryl Horrobin
Director of Corporate Services

Report Approval Details

Document Title:	Annual Committee Report 2019 - Audit and Finance Advisory Committee.docx
Attachments:	
Final Approval Date:	Feb 3, 2020

This report and all of its attachments were approved and signed as outlined below:



John Miceli



Paula Parker



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Table with 2 columns: Author's Name, Report Date, Author's Phone, Date to Council, Author's E-mail, Resolution #.

To: Mayor and Members of Town Council
Subject: Windsor Essex County Economic Development Corporation (WEEDC) Job Site Challenge Submission

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Manager of Planning Services dated January 23, 2020 regarding the WEEDC Job Site Challenge Application Submission through the Planning, Development & Legislative Services Department BE RECEIVED for information.

2. BACKGROUND:

Administration was approached by the Windsor Essex Economic Development Corporation (WEEDC) regarding a Provincial program entitled the Job Site Challenge. The Province of Ontario is searching for large areas of land (typically over 500 acres) which can support large scale manufacturing operations. The Job Site Challenge – Request for Submission (attached) states:

“The Job Site Challenge (“the Challenge”) is a new program designed to provide value-add services to increase the attractiveness and marketability of large tracts of land and promote their investment. The Challenge is an opportunity for municipalities, economic development agencies, private landowners and other interested parties to submit proposals to the Province identifying mega sites (i.e. large job sites) for consideration.”

3. DISCUSSION:

The Town of Amherstburg is participating in the Job site challenge and has submitted an initial proposal identifying potential locations to support large-scale manufacturing operations. The WEEDC is requesting that municipalities submit their best-case

available lands. The sites are to be as close as possible to being ready to receive development approval. The criteria for an initial submission include site size and configuration, location and transportation, and ability to proceed with development approvals.

The Town is strategically located 20 minutes and only 25 kilometres from Windsor & Detroit, offers many amenities for industrial investment, unique to the region and North America. The Town of Amherstburg is located in close proximity to the Ambassador Bridge, which is considered the apex of North America’s most integrated transportation network. This route is the busiest international border crossing in North America. At present, a new highway has been completed and international crossing will be under construction which will be owned and managed through the federal government. This transportation system offers immediate access throughout North American highways.

In the review of industrial sites within the Town that would be appropriate for the application consideration was given to infrastructure, size that would accommodate scalable development, and zoning requirements. The following privately-owned sites have been identified as possible sites for the Job Site Challenge (see attached maps showing locations):

Site Selection for Job Site Challenge- Town of Amherstburg					
	Roll Number	Site Location	Site Size	Zoning	Notes
1	3729-420-000-07900-0000	v/l Front Rd N	122.45 acres	HI/h-7 HI-3- Heavy Industrial	Industrial designated lands with rail access. Access from County Road 20 (Front Road N).
2	3729-420-000-07960-0000	v/l Thomas Rd	221.26 acres	HI- Heavy Industrial	Industrial designated lands with rail access.
3	Multiple Properties	East side Howard Ave and North Townline	over 500 acres	Agriculture in Zoning	Multiple property's located on the East side of Howard Avenue and South of North Townline, Designated as Heavy Industrial lands in Official Plan, opportunity for Industrial designation in Zoning by-law. Close access to Highways. Over 500 acres of Industrial lands in the Official plan. with some existing small scale industrial businesses already located on the subject lands.

Sites 1 (one) and 2 (two) are located closer to the settlement area. The zoning on the subject lands permits a range of industrial uses including chemical manufacturing and supporting industries. The sites offer extensive transportation options including water freight throughout the Great Lakes System, connection to the rail system and truck transport.

Site 3 is located within an industrial area outside of the major settlement area. The Howard Avenue industrial lands are pre-designated with significant related industrial uses either existing or under development. These uses include: a contractor's office, wood product manufacturing, a concrete block and brick manufacturer and logistics operations. The Howard Avenue Industrial area is ideally situated for access to the Highway 401 and the route to the U.S./Canada border. This site offers direct access to Howard Avenue and is comprised of multiple parcels ranging in size from 11 to 72 acres. The various parcel sizes and attributes offer flexibility to meet the current and future needs of nearly any industry. This area is designated for heavy industrial development, which permits a broad range of uses, including truck terminals, processing, manufacturing and assembling operations, bulk open storage, warehousing, and other light and heavy industrial uses. This site is a logical extension of the Smith Industrial Park, which is located immediately adjacent to the subject lands.

The Request for Submission lists Program Benefits for sites selected under the application review process as follows:

- Site Selector Expertise and International Validation
- Sophisticated Marketing Campaign
- Streamlined Approvals Review Process

4. RISK ANALYSIS:

The application presents little to no risk to the municipality.

5. FINANCIAL MATTERS:

The Request for Submission indicates "There will be no (Ontario) funding support or financial incentives (i.e. grants, loans, etc.) offered to program participants"; as the Job Site Challenge is not a funding or grant program, but rather a partnership with municipalities and private landowners where the province will be able to provide valuable in-kind services."

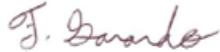
There are no financial obligations to the municipality related to the recommendation in the report.

6. CONSULTATIONS:

Windsor Essex Economic Development Corporation (WEEDC)

7. **CONCLUSION:**

The new province-wide Job Site Challenge is accepting applications from participants to identify large tracts of land that are already zoned or could be zoned for heavy industrial use. The Town of Amherstburg is participating in the Job site challenge and has submitted an initial proposal identifying potential locations to support large-scale manufacturing operations. The Town of Amherstburg will continue to work with the WEEDC and provide assistance in relation to the Job Site Challenge.



Frank Garardo
Manager of Planning Services

KD

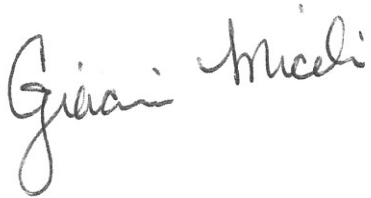
Report Approval Details

Document Title:	WEEDC Job Site Challenge Submission.docx
Attachments:	- Report to Council-February 12-Job Site Challenge-ATTACHMENTS.pdf
Final Approval Date:	Feb 5, 2020

This report and all of its attachments were approved and signed as outlined below:



Cheryl Horrobin



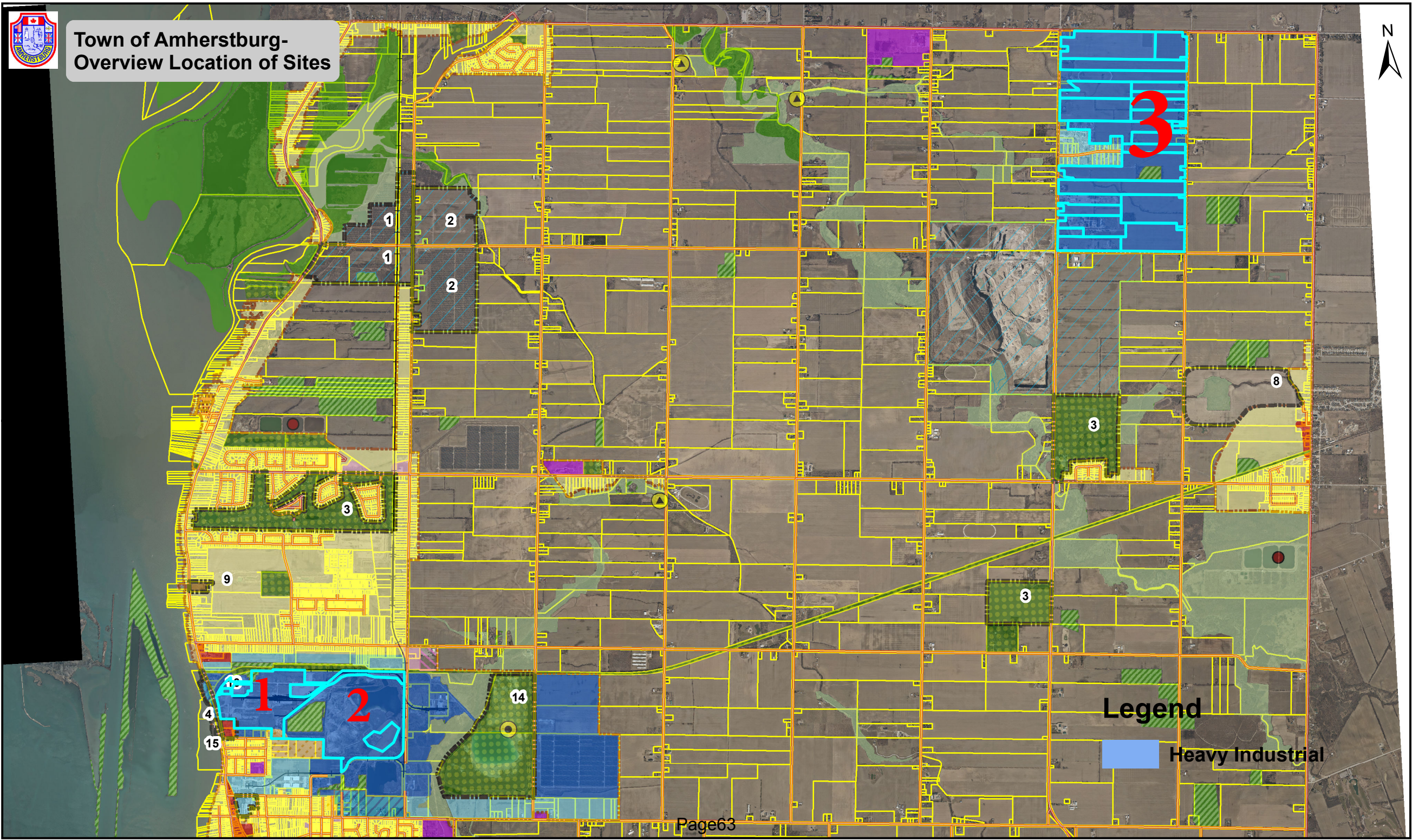
John Miceli



Paula Parker



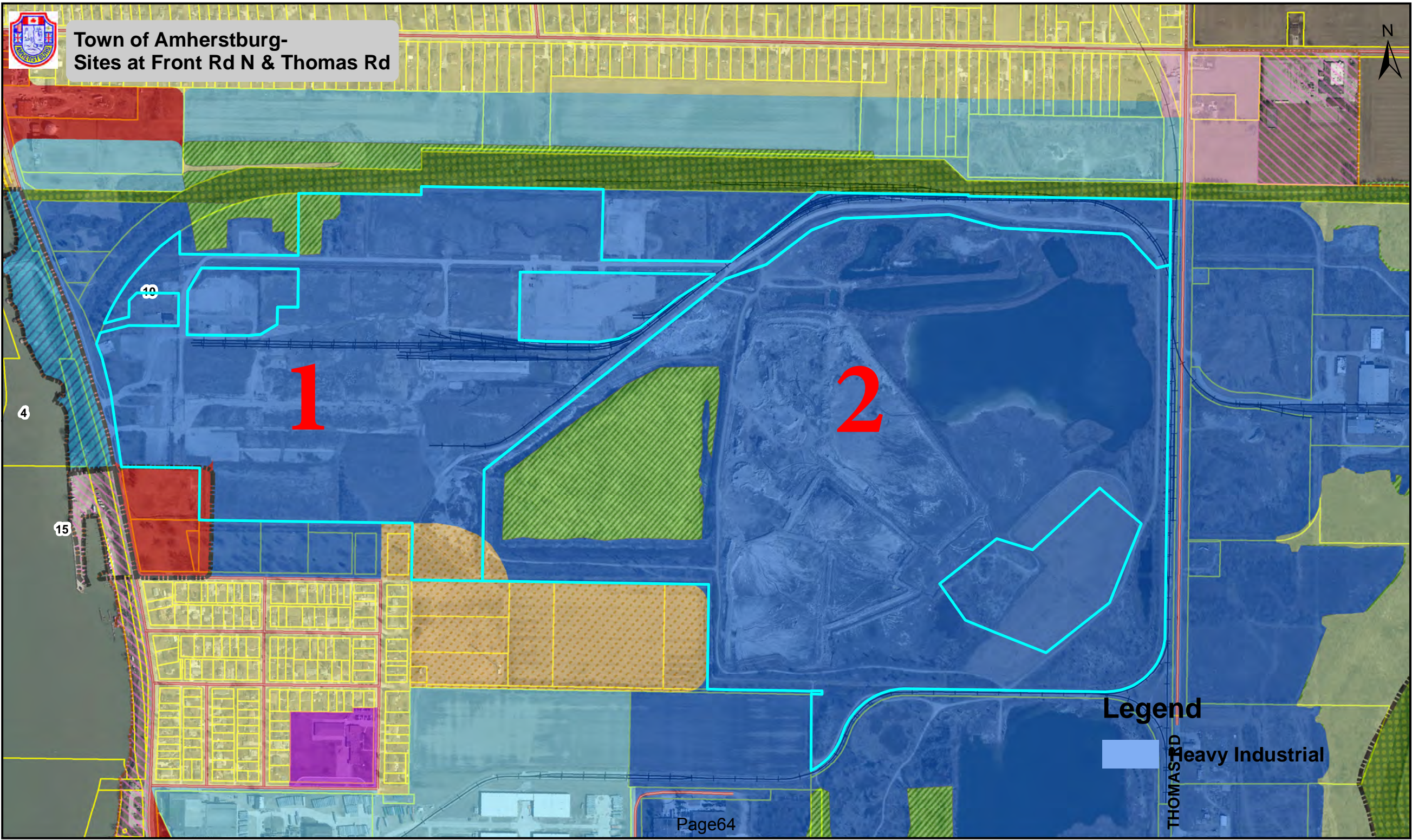
Town of Amherstburg- Overview Location of Sites



Legend
Heavy Industrial



Town of Amherstburg-
Sites at Front Rd N & Thomas Rd



1

2

Legend

Heavy Industrial

THOMAS RD

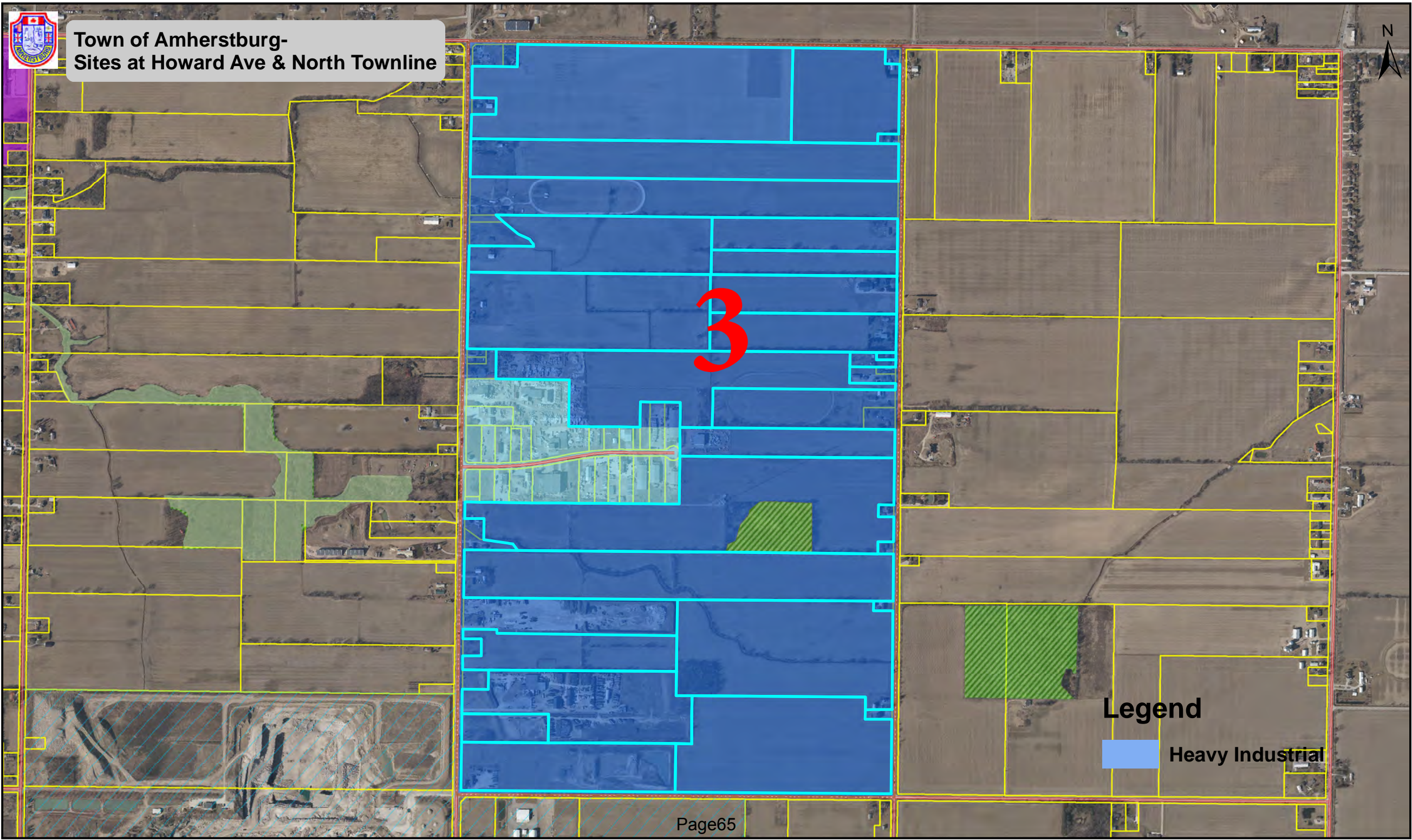
4

15

10



**Town of Amherstburg-
Sites at Howard Ave & North Townline**



Job Site Challenge

Request for Submission

October 2019

Small Business and Red Tape Reduction
Ministry of Economic Development, Job Creation
and Trade



Table of Contents:

1. Overview
2. Program Description
3. Benefits of the Program
4. Application Process
5. Explanation of Site Eligibility Criteria
6. Legal Disclaimer
7. Investment Ready: Certified Site Program

Appendix A: Indemnity, Release and Acknowledgement

Appendix B: Response Summary Table

1. Overview:

The Province of Ontario is searching for large tracts of land (i.e. 500 to 1,500 acres) that are or could be industrial-zoned, that are serviced or serviceable and able to support large-scale manufacturing operations.

The Job Site Challenge (“the Challenge”) is a new program designed to provide value-add services to increase the attractiveness and marketability of large tracts of land and promote their investment. The Challenge is an opportunity for municipalities, economic development agencies, private landowners and other interested parties to submit proposals to the Province identifying mega sites (i.e. large job sites) for consideration¹.

When it comes to the overall investment landscape in large-scale manufacturing, Ontario is highly competitive in the areas of talent and skilled labour, existing supply chain and high production quality. However, there is currently no clear inventory of fully serviced mega sites available on the market that can support such large-scale operations. For this reason, the Province is issuing a public call out to all landowners in Ontario. Applicants have a chance of becoming one of a select few to have their site profiled to the global investment community.

As the first ever mega site program to be introduced in Canada, the Challenge is intended to raise Ontario’s profile and improve our attractiveness internationally – so that we can compete with other North American jurisdictions for coveted large-scale investments in manufacturing and create good, high-paying jobs for the people of Ontario.

Purpose:

Interested parties are required to submit a proposal to the Province of Ontario in response to this Request for Submission (RFS) to demonstrate their intention to participate in the Challenge.

¹ For specific information on site eligibility requirements, refer to *Section 5* or *Appendix B*.

Any questions regarding the information or items requested in this document should be directed to burdenreductionteam@ontario.ca.

We look forward to receiving submissions and engaging more closely with those interested in participating in the Challenge.

2. Program Description:

The Job Site Challenge is a new tool in an existing suite of land development services offered by the Province of Ontario to support businesses seeking to acquire land for the purposes of expanding existing, or establishing new, industrial operations.

Mega sites identified through this RFS process will be evaluated based on how well they meet the site eligibility criteria outlined in Section 5 and *Appendix B*. An initial review will be conducted by provincial policy experts and overseen by ministry executives (i.e. Deputy Ministers and Assistant Deputy Ministers). Provincial landholdings are also being concurrently reviewed for program suitability.

Following this internal review, the Province will retain the services of an internationally recognized site selector to assist with the evaluation and shortlisting of the best proposals. The site selector will then lead a final gap analysis of the due diligence necessary to bring the highest-ranking sites to a state of shovel-readiness, providing their own endorsement of select sites through an intense validation process. The site selector will establish a clear inventory of mega-sites in Ontario that can accommodate major domestic and international investment to support large-scale industrial manufacturing operations.

Proactively undertaking these activities speeds up investments as companies need to spend less time and money on their own due diligence, have easier and more transparent access to accurate site information and can have confidence that the land being acquired is ready for development – allowing for construction to begin in an expedited manner.

3. Program Benefits:

By participating in the program, proponents will benefit from the following:

Site Selector Expertise and International Validation

Proponents will be able to engage in negotiations more confidently as opportunities emerge for potential investments, knowing that their property has been endorsed and validated by an internationally recognized site selector.

The endorsement, validation and due diligence by the site selector will also serve to make the property attractive to prospective international and domestic investors.

Sophisticated Marketing Campaign

The selected sites will be marketed by both the Province and the site selector to the global investment community. Provincial marketing will focus on the promotion of the sites and may employ interactive digital media approaches to capture site-specific features.

Specific tactics may include digital advertising, public relations to generate international media interest, incorporation of messaging at relevant events, development of dedicated content on the InvestInOntario.com website with a potential focus on interactive digital media, and transaction support.

Depending on the status of the selected sites, marketing could take place by the end of 2020.

Streamlined Approvals Review Process

The selected sites will go through a streamlined approvals review process for applicable provincial licences, permits and environmental approvals required to develop and service a site.

The Province will also work with all relevant land development stakeholders to encourage and support the streamlined review of non-provincial licences, permits and approvals. This includes engaging with municipalities, agencies (e.g. conservation authorities) and utility companies.

Note: There will be no funding support or financial incentives (i.e. grants, loans, etc.) offered to program participants on behalf of the Province of Ontario.

The Job Site Challenge is not a funding or grant program, but rather a partnership with municipalities and private landowners where the province will be able to provide valuable in-kind services such as the streamlined review of provincial development approvals and provision of endorsement and marketing services by an internationally recognized site selector, making sites much more attractive to prospective investors.

The Province will work closely with proponents of selected sites to make sure that development opportunities are competitive. Sites will be assessed to determine whether they are suitable, including how much effort and investment would be needed to obtain the necessary site approvals and servicing.

Note: A duty to consult is owed or “triggered” when the Crown is contemplating an action or decision that has the potential to adversely impact an established or asserted Aboriginal or treaty right. If the duty is triggered, Ontario is required to fulfil its duty and may delegate procedural aspects of consultation to the proponent

Return on Investment:

A company’s decision to locate in a specific mega site is a long-term investment valued at upwards of a billion dollars. The investment would generate hundreds, if not thousands of good high-paying advanced manufacturing jobs and benefit the local municipality and all surrounding communities. An investment of this magnitude has the potential to support the creation and expansion of existing small and medium-sized businesses as part of the industry supply chain (whether that be automotive, aerospace, life sciences, food processing, etc.) – creating more jobs and economic benefits for the local community.

These macro benefits are in addition to the income generated from the sale, lease, or other conveyance of interest of the land – where property owners will benefit from a dual marketing campaign on behalf of the Province and site selector and the value-add from the validation and endorsement by the internationally reputable site selector. The site selector’s expertise brings a level of credibility to the program; the selector will be able to leverage external industry knowledge and connections as part of its marketing efforts.

4. Application Process:

The Ask...

Sites are not required to be shovel-ready at the time of submission – proponents are asked to put forward their “best case”. The Province is seeking submissions that truly inspire, convince and impress potential investors and can be marketed internationally.

Proponents are asked to propose sites that are as close as possible to being ready to receive development approval (i.e. building permit). The closer the site is to development approval, the better it will be received during the evaluation process. Where a site does not currently meet specific eligibility criteria, proponents are expected to outline a strategy or work plan with timelines to meet the criteria (e.g. if a greenfield site is not currently serviced by heavy utilities, the proponents can provide a detailed plan for providing or upgrading the utility services).

The criteria identified and explained in *Section 5* and *Appendix B* align with international best practices for industrial site selection and are intended to result in serviced mega sites that meet the needs of global and domestic investors.

Application Instructions:

For an application to be considered as being complete in response to this RFS, the following requirements must be met:

An electronic copy of your submission, including a completed response summary table (*Appendix B*) and a signed copy of the form of indemnity, release and acknowledgement (*Appendix A*), must be emailed to burdenreductionteam@ontario.ca in pdf format or submitted as a USB to the address listed below.

Optional: A paper copy of your submission labelled “Job Site Challenge Application” may also be submitted to the address listed below in addition to the electronic copy.

Job Site Challenge
Small Business and Red Tape Reduction
Ministry of Economic Development, Job Creation and Trade
56 Wellesley Street West, 7th Floor
Toronto, Ontario
M7A 2E1

Application Window:

The Province will begin accepting completed submissions as of **January 1, 2020**. The application intake window will be open for a three (3) month period.

The deadline to submit your RFS to the Province for consideration is 11:59 pm EST on **March 31, 2020**. Any submissions received after the deadline will not be considered at this time.

Program Support:

To support program participants and interested parties, the Province is implementing a one-window approach for the intake of submissions for the Challenge. The process will be managed by a designated program advisor responsible for ensuring submissions are fully completed and offer concierge services to program participants, including liaising with various ministry partners to provide responses to incoming questions or inquiries in addition to providing clarification around eligibility requirements.

Please direct all your communications with the Province in relation to the Challenge (such as questions related to the process, requests for consultation, and feedback or de-briefs post-submission) to the contact information below.

During the application process and to further assist program participants in completing their RFS, the Province will be available to:

- Host delegations (in person or via teleconference) with interested municipalities and other landowners
- Hold pre-application consultations (in person or via teleconference)

These meetings will be arranged through the designated program advisor and be subject to availability and locational viability.

Contact Us:

Please contact the Ministry of Economic Development, Job Creation and Trade – Small Business and Red Tape Reduction by email at burdenreductionteam@ontario.ca for any questions or inquires related to the RFS.

The Ministry's core business hours are Monday to Friday, 8:00 am to 5:00 pm.

The most up-to-date information related to the Challenge will be made available at www.ontario.ca.

5. Explanation of Site Eligibility Criteria

The eligibility criteria outlined below (and listed in *Appendix B*) are intended to help identify and prioritize sites that best reflect key preferences and characteristics for site suitability and readiness. Sites that do not fully meet all criteria will still be considered. In cases where a specific preference or criteria is not met (or fully met), the submission should provide an appropriate associated management / mitigation strategy.

Site size and configuration – Submissions must demonstrate that proposed sites are of a suitable size and configuration to accommodate the envisioned large-scale development, including reflecting all general programmatic considerations as well as potentially supporting or ancillary/accessory uses. Smaller sites may be considered, ideally with demonstration for how future expansion / additional land capacity could reasonably be secured.

Location and transportation – Submissions should demonstrate how the specified locational criteria are met or otherwise satisfied. Maximum flexibility and efficient access for goods movement to and from the site is strongly preferred (e.g. both rail, water (port) and proximate highway access). If any impacts to provincial highways are anticipated from the potential development of a mega site (i.e. traffic, drainage), appropriate plans or mitigation strategy should be identified. This criteria is expected to be key success factor for the project. Ideally, sites will also be reasonably accessible by public transit.

Utilities and servicing – Submissions should ideally demonstrate that all required services and utilities are available at the property boundary. Where service upgrades and/or extensions are known or expected to be required, such works should be explained along with implementation strategies to expedite construction. General utility engagement and coordination strategies should be outlined.

Site condition and previous land uses – Sites must be demonstrated to be suitable for the envisioned development, with minimal development constraints and with no or minimal expected environmental remediation required. Where constraints are present, submissions should outline reasonably achievable/implementable, cost-effective and expeditious mitigation or management strategies. While greenfield sites are preferred, redevelopment and brownfield / greyfield sites may be considered (in particular where redevelopment aligns with federal, provincial or municipal goals or objectives), however development feasibility must be clearly demonstrated, along with a cogent site preparation and risk management strategy.

Surrounding property uses – It is very important that submissions demonstrate how site development would appropriately fit within the broader area/community and would be compatible with existing and planned future development for the area. Compliance with all applicable separation distance guidelines should be demonstrated. Sites that do not require any mitigation measures to achieve land use compatibility will be strongly preferred, and where required, all mitigation measures must be containable and manageable within the proposed site. Where applicable the option to utilize natural mitigation measures such as buffers or earthen berming, is preferred.

Automotive and/or advanced manufacturing footprint – Sites located within or proximate to established clusters, for example, of existing automotive OEM facilities and/or suppliers and associated research and development companies and institutions, is preferred. This is seen to present desired increased or expanded potential for opportunities for synergies, collaboration and leveraging and maximizing future private and public investment.

Talent and training – Sites located in proximity to a skilled labour force, post-secondary academic institutions with research and development and training partnership opportunities, and areas with favourable demographics statistics and trends will be strongly preferred.

Ownership and title – Single, clear, unencumbered ownership and title are strongly preferred. If there are ownership or title issues or complexities, submissions should demonstrate appropriate implementation strategies for how to address the issues or complexities in order to streamline authority(ies) to advance future agreements and developments for successful project implementation. Reference should also be made as to whether or not a preferred transaction structure – sale, lease, other – is required or if the proponent is amenable to a range of structures.

Policy and regulatory framework (e.g. Zoning) – Ideally, proposed sites will be located within or in close proximity to strategic employment growth and/or economic

development investment areas, as identified by the Province and/or regional and local municipality. Generally favourable planning entitlements/permissions are strongly preferred. Sites that can demonstrate general alignment with or advancement of federal, provincial and municipal interests and objectives, policies, regulations and guidelines are preferred.

Government approvals – Submissions should demonstrate proposed strategies to expedite and streamline all approvals / permitting from all relevant authorities having jurisdiction. Risk management strategies should also be outlined for known or potential site development challenges that may occur. Submissions should also demonstrate proposed community/stakeholder engagement and management strategies, to ensure efficient and effective project implementation. Please include any supporting documentation that demonstrates that a specific government approval has been obtained or clearance achieved.

Engagement with Indigenous Communities – Prior to making a submission, proponents may want to consider engaging neighbouring Indigenous communities. Engaging Indigenous communities provides an opportunity for the proponent and the community to identify interests, opportunities and potential issues early on. Early engagement also creates a positive relationship foundation to build upon as the project moves forward, whether or not consultation is required.

Incentives – Sites where proponents can directly or indirectly secure and offer some form of financial or similar incentive (economic, social or environmental) to a future business to stimulate and attract investment will be favourably received.

Community benefits – Sites which best demonstrate potential to achieve or advance community benefit goals, including benefit goals for neighbouring Indigenous communities, and objectives are preferred. Specific implementation strategies should be outlined that pertain to all phases of the project (pre-construction planning, construction, and/or post-construction).

6. Disclaimer:

Applicants are advised that the Province provides no guarantee or assurance that:

- a) a site submitted for participation in the Job Site Challenge program will be selected for endorsement and validation by the site selector and/or marketed by the Province,
- b) inclusion of a site in the Job Site Challenge program will result in any offers to purchase, lease or otherwise invest in the site, or
- c) the sale, lease or other transaction involving the site will result in a monetary gain for the site owner, including the anticipated return on investment mentioned in section 3 above.

Note: The timelines noted in this RFS are subject to change and the Province will notify program participants and other interested parties of any such changes.

Applicants should also note that, while the Province will provide the above described marketing activities under the Challenge, the Province should not be construed, in any way, as acting as a real estate broker or agent in connection with any site participating in the Challenge. Site owners are advised to retain their own professional advisors, including real estate brokers or agents, in connection with the sale, lease or other transaction involving their particular site.

7. Investment Ready: Certified Site Program

The Province of Ontario currently has a land development program known as the *Investment Ready: Certified Site Program* (“Investment Ready Program”). The Investment Ready Program exists to promote industrial land development in the Province to the global investment community and lead to the creation of quality jobs.

The Investment Ready Program offers financial support, marketing and a province-wide designation to property owners who satisfy a set of certification requirements for eligible industrial properties.

Sites designated through the Investment Ready Program are intended to be attractive to potential investors and operators as it reduces some of the unknowns associated with land development by providing detailed information about the availability, utilities servicing, access and environmental concerns.

Program Differences:

The Job Site Challenge program, while similar in respect to the objectives and goals of the Investment Ready Program, is distinguishable from the Investment Ready Program in many aspects, including:

The Challenge seeks to identify large tracts of land (i.e. 500 to 1,500 acres) and attract a large-scale manufacturing investment, as opposed to the smaller sites (i.e. minimum of 10 acres) that emerge through the Investment Ready Program.

The Investment Ready Program is designed to have applicants confirm a level of investment readiness, which does not meet the same scrutiny as the shovel-ready designation that the Challenge will provide.

The Challenge will utilize an internationally recognized site selector to endorse sites and conduct all the due diligence with respect to what may be necessary to bring a site to a “shovel ready” state. The Investment Ready Program does not employ the use of a site selector to validate sites for shovel or investment readiness.

The Investment Ready Program offers reimbursements of a portion of the eligible upfront investment required to certify a site under that program. No such financial compensation is being offered to landowners who participate in the Challenge.

Additional Information:

For more information or questions related to the Investment Ready Program, or if you think your site is better suited for this program, contact the Investment Ready: Certified Site Program office at 1-855-585-0475 or at investmentready@ontario.ca.

Alternatively, you may visit the website at www.ontario.ca/certifiedsite for more information.



**THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Department**

255 Christina Street N. PO Box 3018
Sarnia ON Canada N7T 7N2
519 332-0330 519 332-3995 (fax)
519 332-2664 (TTY)
www.sarnia.ca clerks@sarnia.ca

January 24, 2020

To: All Ontario Municipalities

Re: Ontario Power Generation's Deep Geologic Repository Project

At its meeting held on January 20, 2020, Sarnia City Council considered the attached motion submitted by Councillor Margaret Bird with respect to the proposed Deep Geological Repository Project and adopted the following resolution:

That Sarnia City Council support the halting of the construction of the Deep Geological Repository, in the Bruce Peninsular, so that less dangerous solutions can be found for the longer storage of nuclear waste; and

That Sarnia City Council instruct the Sarnia City Clerk to notify all 444 Ontario Municipalities, through AMO, by January 24th., 2020, of our objective; and

That the Sarnia City Clerk send a copy of our resolution to the County of Lambton Clerk, along with all the County Councillors, asking for their endorsement.

Sarnia City Council respectfully seeks your endorsement of this resolution. If your municipal council endorses this resolution, we would request that a copy of the resolution be forwarded to the following:

Honourable Jonathan Wilkinson, Minister of the Environment and Climate Change
ec.ministre-minister.ec@canada.ca; and

City of Sarnia, City Clerk's Office
clerks@sarnia.ca

Sincerely,



Dianne Gould-Brown
City Clerk

Attachment: Motion submitted by Councillor Margaret Bird

MOTION

I am asking for:

a) An urgent resolution of Council to support the halting of the construction of the Deep Geological Repository, in the Bruce Peninsular, so that less dangerous solutions can be found for the longer storage of nuclear waste.

b) To instruct the Sarnia City Clerk to notify all 444 Ontario Municipalities, through AMO, by January 24th., 2020, of our objective.

b) For the Sarnia City Clerk to send a copy of our resolution to the County of Lambton Clerk, along with all the County Councillors, asking for their endorsement.

If you have any questions, please do not hesitate to contact me.

Many thanks.

Kind Regards,

Councillor Bird



Helping Kids with
Physical Disabilities
Succeed

March IS
Easter Seals Month
Fundraising and Awareness
for kids with physical disabilities

Mayor Aldo DiCarlo
Town of Amherstburg
271 Sandwich Street S.
Amherstburg, ON N9V 2A5

Friday, January 31, 2020

Dear Mayor DiCarlo,

For the past 98 years, Easter Seals Ontario has been providing support for children and youth with physical disabilities with programs and services that enable kids to focus on what they can do, rather than on their limitations. It is only through the generosity of our donors and sponsors that we are able to help families purchase essential mobility and accessibility equipment, such as walkers, wheelchairs, and ramps, and offer opportunities for kids to attend fully accessible Easter Seals camp.

The month of March kicks off Easter Seals Ontario's annual fundraising and awareness campaign featuring our Easter 'seal' direct mail program – which continues to be a significant fundraiser for the organization – our annual Paper Egg program in retailers beginning March 20 leading up to Easter weekend and other local events across the province. Our 38th Annual Easter Seals Ontario (Windsor-Essex) Telethon presented by The Toldo Foundation will be broadcasted live on CTV Windsor from the Student Life Centre at St. Clair College on Sunday, March 29, 2020 from 10:00 a.m. to 4:00 p.m.

We are requesting your help in raising awareness for kids with physical disabilities living in Amherstburg, Windsor-Essex County and across the province of Ontario. We would be grateful if you would consider declaring March is Easter Seals Month with a proclamation and presentation at an official or informal meeting in early March.

Thank you for taking the time to consider declaring **March is Easter Seals Month**. I will contact your office shortly to discuss this opportunity and possible date, time and location.

Should you have any questions, please do not hesitate to contact me by email jrenaud@easterseals.org or by phone 519.566.1735.

Thank you for your reviewing our request.

Sincerely,

Jeremy Renaud
Development Officer
Easter Seals Ontario (Windsor-Essex)

Encl. (proclamation copy attached)



Helping Kids with
Physical Disabilities
Succeed

March IS Easter Seals Month

Fundraising and Awareness
for kids with physical disabilities

PROCLAMATION

March is Easter Seals Month in 2020

- WHEREAS:** 2020 marks Easter Seals Ontario's 98th anniversary providing programs and services to children and youth with physical disabilities that help them lead fuller lives and focus on their abilities.
- WHEREAS:** Easter Seals is also celebrating 84 years of providing kids fun, friendship and adventure at Easter Seals fully accessible summer camps, where they can challenge themselves and develop skills that will have a positive and lifelong impact.
- WHEREAS:** Easter Seals provides families with funding to help kids with physical disabilities get the essential mobility and accessibility equipment they need to enjoy greater independence and dignity.
- WHEREAS:** Easter Seals shares information and knowledge through its special education blog and public awareness initiatives.
- WHEREAS:** Easter Seals, together with its philanthropic community, helps kids BE KIDS.
- WHEREAS:** **March is Easter Seals Month** is an annual fundraising and awareness campaign to benefit kids with physical disabilities across the province.

NOW THEREFORE:

I, _____, Mayor of
_____, do hereby proclaim that **March is
Easter Seals Month** and encourage everyone to support
Easter Seals Ontario and kids with physical disabilities
during its fundraising and awareness campaign.

AMHERSTBURG COMMITTEE OF ADJUSTMENT

Present: D. Cozens, S. Ducedre, D. Shaw, J. Mailloux, T. Buchanan
Also Present: F. Garardo Manager of Planning Services, K. DiGiovanni, Planning Clerk
Absent: na

1. Call to Order

The Chair called the meeting to order at 7:30 a.m. Introductions of the Committee members and administration.

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Adoption of Agenda

The agenda was presented for adoption and adopted.

Moved by: Josh Mailloux

Seconded by: Don Shaw

4. Adoption of Minutes

Minutes of a meeting of the Amherstburg Committee of Adjustment held Tuesday, September 24, 2019, at 7:30 a.m. in the Council Chambers were presented for adoption.

The following changes were requested:

- 1.) D. Cozens requested an addition on page 3 to include his comments at the meeting: "Chair Cozens noted that the requirements of Essex Power and that there are currently no sewer services for this location on Victoria. The applicant acknowledged that he will be responsible to install the required services at his own expense".
- 2.) D. Shaw requested correction to his name on page 7 to read Don Shaw instead of Dave Shaw.

A motion was made to accept the minutes with changes.

Moved by: Josh Mailloux

Seconded by: Don Shaw

5. Order of Business

5.1 Application A/13/19 – Lumed Management c/o Ralph Meo – 140 Simcoe Street and 306 Sandwich St S (3729-120-000-02300-0000 and 02400)

Public in Attendance: Applicant, Luigi DiPierdeminco

The applicant is requesting relief from Zoning By-law 1999-52, as amended, to permit the construction of an addition to the current car wash building that measures 4.87 m (16 ft.) x (6.4) 21 ft. with an interior side yard setback of 0 m (0 ft.). Relief is being requested from Section 15(3)(d) which requires a minimum interior side yard setback of 7 m (22.9 ft.) in the Commercial General (CG) Zone where the interior side lot line abuts

land in a zone to other than a Commercial or Institutional Zone. The applicant is requesting relief of 7 m (22.9 ft.) to permit an interior side yard setback of 0 m (0 ft.). The subject property is Zoned Commercial General in the Zoning By-Law and General Commercial in the Town's Official Plan.

Committee Discussion:

The Chair asked if the applicant or his agent would like to speak. The applicant stated that his agent could not be present today. The Chair asked the applicant if he would like a deferral to the next meeting so his agent could be present. The applicant accepted the deferral to the November 26, 2019 meeting.

A motion was made to defer the application to the November 26, 2019 meeting.

Moved by: Sherry Ducedre
Seconded by: Josh Mailloux

5.2 Application B/27/19 and A/14/19-Theresa Cristofaro c/o Jason Cristofaro-362 Texas Road (3729-420-000-25600-0000)

Public in Attendance: Agent, Jason Cristofaro

B/27/19

The applicant is proposing to sever a parcel of land being 7.62 m (25 ft.) frontage by 301.75m (990 ft.) in depth with an area of 1.667 hectares +/- (4.11 ac +/-) for the purposes of creating a new residential lot. The existing single detached dwelling and detached garage will be demolished and a new single detached dwelling and detached garage will be constructed with a greater distance from the dwelling on the retained parcel. The retained lot will have a frontage of 21.05 m (69.08 feet) with a depth of 45.72 m (150 ft.) and an area of 948 sq. m (10,206 sq. ft.). The retained parcel contains a single detached dwelling. The zoning of the property is Residential Type 1 A (R1A) Zone in Zoning By-law 1999-52, as amended and Low Density Residential in the Official Plan. This property is also subject to a minor variance application for reduced frontage (A-14-19).

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated October 21, 2019 from the Essex Region Conservation Authority *Based on our review of the subject application, it is our recommendation to the Municipality that an Environmental Impact Assessment is not required because the proposed new structures will be located well outside of the natural heritage features and would satisfy adequate adjacent setbacks. In addition, the subject property is already developed residentially, and acknowledge there is no change in land use associated with this application. In our opinion based on these circumstances, a demonstration of no negative impact is not necessary in this case. We can advise the Municipality that this application is consistent with the natural heritage policies of the PPS 2014.*
- ii) Email dated October 15, 2019 from the Public Works Department indicating the following:
 - *Our records show that there is no individual water service connection to the back home. New water service will be required for new lot.*
 - *Our records show that there is no individual sanitary service connection to the back home. New sanitary service connection required for new lot.*
 - *Per zoning by-law, the maximum driveway width (at the right-of-way limit) can only be 50% of the lot frontage. According to the attached plans, the driveway width will be restricted to*

- Should be a minimum setback to the new dwelling from the rear severed portion of 372 Texas.
- i) Email dated October 21, 2019 from the Fire Department indicating that they had no concerns about the property.
- ii) Planning Report dated October 15, 2019 from Frank Garardo, Secretary Treasurer.

Committee Discussion:

Chair Cozens introduced the application and asked Mr. Cristofaro to speak to the application. Mr. Cristofaro stated that he was applying for a severance to sever 364 Texas Road from 362 Texas Road to create two separate lots. He stated he was also applying for a minor variance for the reduced frontage on severed lot. Mr. Buchanan asked for clarification on the orientation of the houses on the subject parcel. Chair Cozens provided some clarification on the application. The agent stated that the existing dwelling and garage on the severed parcel will eventually be torn down and rebuilt at a more suitable location with a greater distance from the original home on the retained parcel. Mr. Buchanan asked why the severance was being completed after so many years of existing as it was. Mr. Cristofaro stated that his mother wanted to continue living in the home on the retained parcel, and that she was getting older now and wanted to be able to separate the homes and allow for him (her son) to live on the property behind her with separate services and ownership. Mr. Buchanan stated he was not fond of having lots with one home in front of another. Chair Cozens stated that by separating the lots at least it would clean up ownership; he also stated that the building official had commented that when the home on severed parcel was rebuilt it would have to meet the minimum setbacks from the dwelling on the retained lot. The planner, Frank Garardo commented that the applicant would be required to meet the minimum requirements for setbacks from the rear lot line of the retained lot. The agent responded that there would be a separation of 50-75 feet from existing dwelling. Chair Cozens was aware that separate services would be required for the severed lot. The agent responded that he would ensure adequate setbacks and room for services.

Sherry Ducedre made a motion to accept the consent application based on the recommended conditions. Mr. Garardo reviewed the conditions with the Committee and the applicant's agent.

The following resolution was put forth:

That application B/27/19 be approved, subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant to submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
5. That the retained farmland to be rezoned to ensure that no new dwelling units shall be permitted and the requirement for this non-development be registered against the title of the property.
6. That the applicants obtain a confirmation that the current well is in working order and that its operation will not be affected by the severance.
7. That the applicants obtain a report from a certified designer/installer

that the existing private septic system serving the surplus dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance. Further the Chief Building Official or his designate is to be onsite for inspection purposes when the field investigation is conducted by the designer/installer.

8. That the applicant obtain a report from a certified installer that the existing propane tank is in good working order and in operation or have the propane tank removed at the applicant's expense.
9. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained farm parcel.
10. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Sherry Ducedre
Seconded by: Josh Mailloux

Reasons of Committee – The request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The approval allows for responsible development of land with appropriate drainage.

A-14-19

Public in Attendance: Agent, Jason Cristofaro

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 6(3)(b) which requires a minimum lot area frontage of 20 m (65 ft.) in a Residential Type 1A (R1A) Zone. Subsequent to a severance (B-27-19) from an existing 1.762 hectare (4.354 ac) parcel the retained residential lot will have a frontage of 7.62 m (25 ft.). Therefore the amount of relief requested is 12.38 m (40 ft.).

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated October 21, 2019 from the Essex Region Conservation Authority:
We have no objections to this application for Consent and Minor Variance.
- ii) Email dated October 15, 2019 from the Public Works Department indicating that they had no comments on the application.
- iii) Email dated October 21, 2019 from the Fire Department indicating that they had no concerns about the property.
- iv) Planning Report dated October 15, 2019 from Frank Garardo, Secretary Treasurer.

Committee Discussion:

Chair Cozens introduced the application; there was no public present for this application. There was no discussion on the application. Sherry Ducedre put forth a motion to accept the application based on the recommended conditions.

The following resolution was put forth:

That application A/14/19 be approved, as presented.

Moved by: Sherry Ducedre
Seconded by: Don Shaw

-carried-

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, are satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law. The approved variances to the by-law represent the existing configuration of the dwelling on the subject lands.

5.3 Application B/28/19 and A/15/19-George & Ruth VandenBrink-3671 Creek Road (3729-590-000-00800-0000)

Public in Attendance: George & Ruth VandenBrink

The applicant is proposing to sever a parcel of land being 65.44 m (214.7 ft.) ± frontage by an irregular depth with an area of 37,026 sq. m (0.85 acres) ± which includes a single detached dwelling which is surplus to the needs of the farming operation. The remaining parcel being 479.81 m (1,574.19 ft.) ± frontage by an irregular depth with an area of 36.95 hectares (91.31 acres) ± is vacant agricultural land with one accessory building to be used for farm storage. The subject parcel is zoned Agriculture in the Zoning By-Law and Agriculture in the Town's Official Plan.

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated October 21, 2019 from the Essex Region Conservation Authority:
The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.
- ii) Email dated October 15, 2019 from the Public Works Department indicating:
 - A new access driveway/bridge may be required to access the retained (farm) parcel if one does not exist already.
 - A Right-of-Way permit from EPW will be required if this is the case.
- iii) Planning Report dated October 16, 2019 from Frank Garardo, Secretary Treasurer.

Committee Discussion:

B/28/19

Chair Cozens introduced the application. Mr. VandenBrink stated that they would like to sever a house that is surplus to their farming operation. He stated that they had rented the house for a short period of time but would like for someone to be able to use the house full-time. He stated that the lot shape was irregular but it was the most logical to accommodate for the well and the placement of the barn for farm storage.

Mr. Buchanan asked about adding a condition for the inspection, certification and/or removal of the propane tank. Mr. Shaw moved to accept the application with the added condition. Mr. Garardo reviewed the conditions with the Committee and applicant.

The following resolution was put forth:

That application B/27/19 be approved, subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; an electronic and paper copy to be provided to the municipality.
2. The applicant to submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
5. That the retained farmland to be rezoned to ensure that no new dwelling units shall be permitted and the requirement for this non-development be registered against the title of the property.
6. That the applicants obtain a confirmation that the current well is in working order and that its operation will not be affected by the severance.
7. That the applicants obtain a report from a certified designer/installer that the existing private septic system serving the surplus dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance. Further the Chief Building Official or his designate is to be onsite for inspection purposes when the field investigation is conducted by the designer/installer.
8. That the applicant obtain a report from a certified installer that the existing propane tank is in good working order and in operation or have the propane tank removed at the applicant's expense.
9. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained farm parcel.
10. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

Moved by: Don Shaw

Seconded by: Josh Mailloux

-carried-

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, are satisfied that the request is in conformity with Sections 6.1.2 and 6.1.2(6) of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement. The approval allows for responsible development of land with appropriate drainage.

A-15-19

Public in Attendance: George and Ruth VandenBrink

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 ha in an Agricultural (A) Zone. Subsequent to a severance from an existing 37.29 hectares (92.16 acres) parcel the retained farm parcel will have an area of 36.95 hectares (91.31 acres). Therefore the amount of relief requested is 3.05 hectares (7.53 acres).

The following correspondence was received from the various agencies and residents circulated:

- i) Letter dated October 21, 2019 from the Essex Region Conservation Authority:

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies. We have no objections to this application for Consent and Minor Variance.

- i) Email dated October 15, 2019 from the Public Works Department indicating that they had no comments on the application.
- ii) Email dated October 21, 2019 from the Fire Department indicating that they had no concerns about the property.
- iii) Planning Report dated October 16, 2019 from Frank Garardo, Secretary Treasurer.

Committee Discussion:

Chair Cozens introduced the application; there was no public present for this application. There was no discussion on the application. Mr. Buchanan put forth a motion to accept the application based on the recommended conditions.

The following resolution was put forth:

That application A/15/19 be approved, as presented.

Moved by: Terris Buchanan
Seconded by: Josh Mailloux

-carried-

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, are satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.

5.4 Application B/29/19 and A/16/19-Brian & Margaret Sprague-1514 Goodview Ave (3729-550-000-28400-0000)*DEFERRED

5.5 Application A/17/19- Dan & Gioiella Simone-9 Kingsbridge Drive (3729-420-000-000717-0000)

Public in Attendance: Dan Simone

The applicant is requesting relief from Section 6(3)(e) of Zoning By-law 1999-52, as amended, which requires a minimum exterior side yard of 7.5 m (25 ft), where the applicant is requesting an exterior side yard setback of 4.57 m (15 ft) to permit the construction of a single family dwelling and attached garage. Therefore the relief requested for the exterior side yard is 2.78 m (10 ft). *The applicant is also requesting relief from Section 6(3)(e) of Zoning By-law 1999-52, as amended, which requires a minimum exterior side yard of 7.5 m (25 ft), where the applicant is requesting an exterior side yard setback of 5.71 m (18.75 ft) to permit the construction of an accessory structure in the rear yard.* Therefore the relief requested for the exterior side yard for the construction of the accessory structure is 1.79 m (6.25 ft). The subject property is zoned Residential Type 1 A (R1A) in the Zoning By-Law and Low Density Residential in the Official Plan.

The following correspondence was received from the various agencies and residents circulated:

- ii) Letter dated October 21, 2019 from the Essex Region Conservation Authority:

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

- iv) Email dated October 15, 2019 from the Public Works Department indicating that they had no comments on the application.
- v) Email dated October 21, 2019 from the Fire Department indicating that they had no concerns about the property.
- vi) Planning Report dated October 17, 2019 from Frank Garardo, Secretary Treasurer.

Committee Discussion:

The Chair introduced the application. Mr. Simone stated that his lot is a corner lot that tapers near the back which would cause the attached garage to encroach in the exterior side yard setback, as well as the workshop he was intending to construct in the rear yard. Chair Cozens asked if there would be an additional driveway going to the workshop; the applicant responded that there would be no driveway. Mr. Buchanan questioned the placement of the workshop and of a Minor Variance were needed. Discussion ensued on distances and setbacks; the Chair brought attention to the aerial view of the area and noted similar configurations and setbacks.

Josh Mailloux put forth a motion to approve the application as presented.

Moved by: Josh Mailloux
Seconded by: Don Shaw

-carried-

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, are satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.

5.6 Application A/18/19- James Durocher & Carly LeBlanc-402 Richmond St (3729-200-000-00100-0000)

Public in Attendance: James Durocher & Carly LeBlanc

The applicant is requesting relief from the Home Occupation zoning provisions under Section 3(9) of the Zoning By-law 1999-52, as amended, to permit a Chiropractors Office within the Residential Home Occupation. The applicant is requested that the Committee determine whether this particular use conforms with the Zoning By-Law where the uses of land buildings or structures in the by-law are defined in general terms. All other provisions under Section 3(9) for Residential Home Occupations will be met. The subject property is zoned Residential First Density (R1) and designated Low Density Residential in the Town's Official Plan.

The following correspondence was received from the various agencies and residents circulated:

iii) Letter dated October 21, 2019 from the Essex Region Conservation Authority:

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

vii) Email dated October 15, 2019 from the Public Works Department indicating that they had no comments on the application.

viii) Email dated October 21, 2019 from the Fire Department indicating that they had no concerns about the property.

ix) Planning Report dated October 17, 2019 from Frank Garardo, Secretary Treasurer.

Committee Discussion:

The Chair introduced the application. Ms. LeBlanc stated that she was seeking relief from the Home Occupation section of the Zoning By-Law that doesn't state her desired home occupation as a permitted occupation. Chair Cozens asked if there would be any renovations or additions to accommodate the use; Ms. LeBlanc stated there would not be. Mr. Buchanan asked if she was aware of the other provisions for home occupations and if she would comply. She responded that she had gone through the other provisions with planning staff and would be able to comply. Chair Cozens commented that he believed this use wouldn't be any more offensive than other uses in the area and he believed it upheld the intent of the Zoning By-Law.

Terris Buchanan put forth a motion to approve the application as presented.

Moved by: Terris Buchanan

Seconded by: Don Shaw

-carried-

Reasons of Committee – The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, are satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.



Chairman- Dave Cozens



Secretary- Frank Garardo



**TOWN OF AMHERSTBURG
AMHERSTBURG ACCESSIBILITY ADVISORY COMMITTEE
MEETING**

**Thursday, January 23, 2020
5:00 PM**

Board Room, Town Hall 271 Sandwich Street South
Amherstburg, ON, N9V 2A5

MINUTES

PRESENT

William Whittall, Chair
Shirley Curson-Prue, Vice Chair
Councillor Marc Renaud
Tony Pietrangelo
Christine Easterbrook
Chris Drew
Angela Kelly

Kevin Fox, Staff Liaison/Recording Secretary

ABSENT

Robert MacMillan (Regrets)

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:02 p.m.

2.0 DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

3.0 ADOPTION OF PUBLISHED AGENDA

**Moved By C. Drew
Seconded By A. Kelly**

That the agenda BE ADOPTED as presented.

The Chair put the Motion.

Motion Carried

4.0 ADOPTION OF MINUTES OF PREVIOUS MEETING

**Moved By C. Easterbrook
Seconded By T. Pietrangelo**

That the minutes of the Amherstburg Accessibility Advisory Committee meeting of December 10, 2019 BE ADOPTED as presented.

The Chair put the Motion.

Motion Carried

5.0 ORDER OF BUSINESS

5.1 Amherstburg Accessibility Advisory Committee 2020 Review of the Town of Amherstburg Multi-Year Accessibility Plan – Kevin Fox, Policy and Committee Coordinator

The Policy and Committee Coordinator provided an overview of the legislative requirements of the Town's Accessibility Plan as noted in the Integrated Accessibility Standards Regulation under the Accessibility for Ontarians with Disabilities Act, 2005.

5.2 2019 Municipal Property Audits and Outstanding Issues – Kevin Fox, Policy and Committee Coordinator

5.3 Municipal Property Audits and Outstanding issues – Kevin Fox, Policy and Committee Coordinator

6.0 UNFINISHED BUSINESS

6.1 Libro Secondary Plan Open House

6.2 Proposed New General Amherst High School

Moved By T. Pietrangelo

Seconded By A. Kelly

That a representative from the Essex County District School Board BE INVITED to attend a meeting to discuss accessibility features planned for the new General Amherst High School.

The Chair put the Motion.

Motion Carried

7.0 NEW BUSINESS

None noted.

8.0 NEXT MEETING

The next meeting of the Amherstburg Accessibility Advisory Committee is February 27, 2020 at 5 p.m. in the Board Room of Town Hall.

9.0 ADJOURNMENT

Moved By C. Drew

Seconded By T. Pietrangelo

That the meeting adjourn at 6:42 p.m.

The Chair put the Motion.

Motion Carried

**Committee Chair
William Whittall**

**Committee Coordinator
Kevin Fox**

Unfinished Business List - eScribe as at February 10, 2020

Agenda Item	Assigned To	Comment	Description	Date
Print-to-Braille Accessibility for Municipalities - Emmanuel and Rebecca Blaevoet, Tactile Vision Graphics	Paula Parker	As per the Procurement Policy 3 quotes need to be obtained for this endeavor. Based on this it is anticipated to have information for Council for the 2021 budget considerations	Resolution # 20180813-264 Fryer/Meloche That Administration BE DIRECTED to bring back a report back with recommendations to include braille in the next agenda or future agendas.	13-Aug-18
NEW BUSINESS	Mark Galvin, Angelo Avolio	Reviewing best practices and comparator municipalities. Anticipate Council report for 1st quarter 2020.	Resolution # 20180910-302 Lavigne/Meloche That Administration BE DIRECTED to look at surrounding municipalities regarding fill by-laws and bring back a report for Council's consideration.	10-Sep-18
NEW BUSINESS	Nicole Rubli, Mark Galvin	20190227 - awaiting LPAT decision. RTC will cover full animal control by-law. Public Consultation Meeting was held May 14th, 2019 for Animal control By-law including kennels. Anticipate report to Council in 2020.	Resolution # 20180910-301 Lavigne/Meloche That Administration BE DIRECTED to look at surrounding municipalities and their by-law regarding dogs and kennels and bring a report back for Council's consideration.	10-Sep-18
Feasibility of Developing a Fee for Planting Trees on Public Land	Mark Galvin, Rebecca Belanger	Report to Council with background and Administrative recommendation. Anticipated for Winter 2020. Examining impact of Bill 108 on fees related to parkland.	Resolution # 20181023- 348 Pouget/Courtney That Administration BE DIRECTED to bring a back a report amending the User Fee By-law to contain a fee for the planting of a tree on the right-of-way; and, That the information be sent to the Parks and Recreation Advisory Committee.	23-Oct-18
UNFINISHED BUSINESS	Nicole Rubli	First public consultation scheduled for May 14th. Anticipate report to Council first quarter of 2020.	Resolution # 20181023-356 Fryer/Courtney That Administration BE DIRECTED to bring the report regarding urban chickens along with permit fees for Council's consideration.	23-Oct-19
Off-Road Vehicle Use on Municipal Roadways - Kevin Schmidt and Shawn Ellenberger, Essex County ATV Club	Nicole Rubli, Mark Galvin	Meeting held with County and ERCA Administration. Anticipate report to Council in Fall 2019 Administration will hold this report until the regulations associated with Bill 107 are passed by the Province, in speaking with AMO Policy Advisor this is expected in 2020.	Resolution # 20190325-202 Prue/Renaud That Administration continue to work with the Essex County ATV Club, the County of Essex, ERCA, and the Police to find a possible trial area for off-road vehicle use.	25-Mar-19
NEW BUSINESS	Eric Chamberlain, Antonietta Giofu	This will be a long term plan for the downtown core/future developments. Pending outcome of EA process (former Duffy's property) and progress of new developments (i.e. hotel), could affect timing of this report and recommendations presented to Council. Council Resolution #20180212-38 notes: downtown core parking study, with funding to be allocated in a future year budget, after the completion of the development of the former Duffy lands BE SUPPORTED. Estimated timing per Development Charge Study is 2020-2021.	Resolution # 20190408-238 Prue/McArthur That Administration BE DIRECTED to prepare a report regarding angled parking on the west side of Dalhousie Street from Richmond Street to Gore Street with the possibility of one-way traffic going south bound.	08-Apr-19
Big Creek Wildlife Awareness Signage	Antonietta Giofu, Frank Garardo, Phil Roberts	Signs have been ordered - expected delivery July 2019. Installation planned for August 2019. - Installation of signs is complete. The development of an ecotourism and wildlife awareness strategy will first require the assembly of a scope of work, including a review of current and required opportunities, infrastructure and partnerships. As a budget item for councils consideration for 2020 will be the engagement of a consultant to help formulate that strategy. As for the comparison of statistics, the data collected from the original report were identified as informal. Administration with the support of interested members of the public will continue to collect data informally and report back to council after a sufficient period of time post sign placement but not before June 1, 2020. With that Council can consider engaging in a scientific data collection methodology to support the effectiveness of the awareness signage.	Resolution # 20190624-TBD Prue/McArthur That the report from the Director of Parks, Facilities, Recreation and Culture and the Director of Engineering and Public Works dated June 5, 2019, BE RECEIVED; That Administration BE DIRECTED to develop an ecotourism and wildlife awareness strategy for future consideration as it relates to the upcoming Official Plan; That \$2440.00 BE SPENT from the existing budget to erect 16 hybrid signs with graphics in the locations identified surrounding the Big Creek Watershed; and, That Administration COMPARE statistics after the signs are erected to determine if the loss of wildlife has been reduced.	24-Jun-19
NEW BUSINESS	Paula Parker	In Progress - Anticipated report to Council March 25, 2020	Resolution # 20190812-420 Courtney/Prue That Administration BE DIRECTED to re-evaluate the Towns election system and a report be brought back with options including at-large, ward or a hybrid approach to the 2022 Election for Councils consideration.	12-Aug-19
NEW BUSINESS	Justin Rousseau, Cheryl Horrobin, Paula Parker	Letter sent October 10, 2019 to the Miracle League of Amherstburg regarding the issuance of official receipts for eligible cash donations to the Town designated for use toward the Town-owned miracle league baseball diamond. Policy work in progress by the Corporate Services Dept.	Resolution # 20190909-446 McArthur/Meloche That: Administration BE DIRECTED to reach out to the Miracle League to advise them of the charitable number that is available to them; and, A policy BE DEVELOPED outlining the use of charitable numbers for other organizations.	09-Sep-19

Unfinished Business List - eScribe as at February 10, 2020

Agenda Item	Assigned To	Comment	Description	Date
NEW BUSINESS	Anne Rota, Phil Roberts, Dawn Morencie		Resolution # 20190909-447 Simone/Meloche That: Administration BE DIRECTED to prepare a report exploring the economics, rationale and feasibility of introducing other festivals and events within the Town of Amherstburg for Council consideration in the 2020 Operating Budget; Administration BE DIRECTED to look at all possible venues within the Town of Amherstburg to hold events/festivals.	09-Sep-19
NEW BUSINESS	Paula Parker	Anticipate report to Council December 2019 Policy amendments in progress by the Corporate Services Dept.	Resolution # 20191015-495 Courtney/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 any write offs that proceed past the collection fees BE PRESENTED to Council on how to proceed and that the amended policy be brought back to Council for consideration.	15-Oct-19
NEW BUSINESS	Antonietta Giofu, Mark Galvin, Frank Garardo	Administration compiling information. Anticipate report to Council in 1st quarter 2020.	Resolution # 20191015-497 Prue/Simone That Administration BE DIRECTED to bring back a report regarding the finalization of the development of the north end of Boblo Island with the intent to enforce the by-law and development agreement relating to roads, sidewalks, curbs, and lighting, and to outline all municipal costs, if any.	15-Oct-19
Parking on Windermere Place - Mark & Heidi Olivito and Lisa Carnelos, Windermere Place Residents	Antonietta Giofu, Dawn Morencie	Administration is gathering information and working with residents to determine feasibility. Estimated completion summer 2020.	Resolution # 20191028-508 Prue/Simone That: The delegation BE RECEIVED; The neighbours be encouraged to work with Administration on a Local Improvement Plan; and, A report BE BROUGHT back if the issue cannot be resolved.	28-Oct-19
Climate Change Emergency Declaration - Councillor McArthur	Tammy Fowkes, Dawn Morencie		Resolution # 20191112-TBD McArthur/Prue WHEREAS the Windsor-Essex County Environment Committee is sounding the alarm and urging the City of Windsor and the County of Essex to declare Climate Emergencies and work together to reduce emissions; and WHEREAS more than 444 Canadian municipalities (including Chatham- Kent, London, Sarnia, Hamilton, St. Catharines, Guelph, Kingston, Kitchener and the Waterloo Region) have declared	12-Nov-19
2020 BUDGET DELIBERATIONS	John Miceli	Report to follow Service Delivery Review	Resolution # 20191119-TBD Meloche/Simone That Administration BE DIRECTED to bring back a report on the strategic use of 99 Thomas Road.	19-Nov-19
2020 BUDGET DELIBERATIONS	Phil Roberts, Kevin Fox, Dawn Morencie	To go before the Parks and Recreation Advisory Committee for a second time on March 11, 2020	Resolution # 20191119-TBD Prue/Renaud That: 1. \$75,000 proposed in PARKS CAP-6 to fund capital upgrades at Warren Mickle Park BE AMENDED to \$75,000 to be transferred into the Parks Reserve; and, 2. The Parks and Recreation Advisory Committee PROVIDE a recommendation on its use.	19-Nov-19
2020 BUDGET DELIBERATIONS	John Miceli	Report to follow Service Delivery Review	Resolution # 20191119-TBD Meloche/McArthur That Administration BE DIRECTED to bring back a report on the organizational structure of the Engineering and Public Works department prior to any further request for staffing.	19-Nov-19
2020 BUDGET DELIBERATIONS	John Miceli	Report to follow Service Delivery Review	Resolution # 20191119-TBD Meloche/McArthur That an internal departmental review of Corporate Services BE BROUGHT to Council for consideration.	19-Nov-19
2020 BUDGET DELIBERATIONS	Phil Roberts	Administration will solicit quotes for fence improvements around Town Hall with an upset limit of \$5,000.00 and report back to Council with options provided by vendors.	Resolution # 20191119-TBD Prue/McArthur That : 1. \$25,000 proposed in FAC-CAP-3 BE REDUCED to \$5,000;and, 2. Administration provide a report on any additional expenses required.	19-Nov-19

Unfinished Business List - eScribe as at February 10, 2020

Agenda Item	Assigned To	Comment	Description	Date
UNFINISHED BUSINESS	Justin Rousseau, Cheryl Horrobin		<p>Prue/Simone Resolution # 20191125-TBD</p> <p>That the following items 1-9 BE CONSIDERED in a staff report back to Council in the new year prior to 2021 Budget:</p> <p>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</p>	25-Nov-19
Economic Development Advisory Committee Minutes - November 14, 2019	John Miceli, Paula Parker	Anticipate report to Council Spring 2020.	<p>Resolution # 20191125-TBD Prue/Simone</p> <p>That Administration EXPLORE opportunities for safe public access to the grounds of Belle Vue with a report provided to Council regarding same.</p>	25-Nov-19
NEW BUSINESS	Justin Rousseau, Cheryl Horrobin	Report will follow the 2019 year end	<p>Resolution # 20191209-TBD Courtney/Meloche</p> <p>That Administration BE DIRECTED to bring back an information report which outlines the 2020 budget with actuals from 2019 final 4th quarter results.</p>	09-Dec-19
NEW BUSINESS	Antonietta Giofu		<p>Resolution # 20191209-TBD McArthur/Prue</p> <p>That Administration BE DIRECTED to investigate the feasibility of a 4-way stop at Pickering Drive and Cherrylawn Crescent, at the intersection closest to Sandwich Street South.</p>	09-Dec-19
NEW BUSINESS	Phil Roberts		<p>Resolution # 20191209-TBD Courtney/Prue</p> <p>That Administration BE DIRECTED to contact the Greater Essex County District School Board in regards to Joint Use Agreements with existing infrastructure and any opportunities that may exist with the new high school, namely exterior recreational infrastructure, before final drawings/concepts are presented; and further, that a report be brought back to Council.</p>	09-Dec-19
Opposing SunParlour R/C Flyers Noise Exemption Request - Tom and Mary Bateman	Nicole Rubli		<p>Resolution # 20200113-004 Prue/Simone</p> <p>That Administration BE DIRECTED to bring back a report with an amendment to Section 3 of Noise By-law 2001-43.</p>	13-Jan-20
City of Pickering - Addressing Growing Municipal Liability and Insurance Costs	Tammy Fowkes, Dawn Morencie		<p>Resolution # 20200113-013 Prue/Simone</p> <p>That the AMO submission to the Attorney General of Ontario regarding Addressing Growing Municipal Liability and Insurance Costs BE SUPPORTED.</p>	13-Jan-20
Live Music on Legion Patio from May to October - Laurie Cavanaugh, President, Royal Canadian Legion, Fort Malden Branch 157	Nicole Rubli		<p>Resolution # 20200113-006 McArthur/Prue</p> <p>That Administration BE DIRECTED to amend Noise By-law 2001-43 to allow commercial properties with patios to request seasonal exemptions to allow for outdoor music and to allow a reading of 70 decibels from the source of where music is produced.</p>	13-Jan-20
UNFINISHED BUSINESS	Dawn Morencie		<p>Resolution # 20200113-016 Courtney/Prue</p> <p>That Unfinished Business Items requiring further action of Council remain on the Unfinished Business List until completed.</p>	13-Jan-20
NEW BUSINESS	John Miceli, Paula Parker		<p>Resolution # 20200113-017 McArthur/Courtney</p> <p>The Administration BE DIRECTED to contact the Essex County Nurse Practitioner Led Clinic (ECNPLC) to understand their request for Municipal representation on their Community Advisory Committee.</p>	13-Jan-20

Unfinished Business List - eScribe as at February 10, 2020

Agenda Item	Assigned To	Comment	Description	Date
Kingsbridge Subdivision Parkland Conveyance	Phil Roberts, Frank Garardo		<p>Resolution # 20200127-029 McArthur/Simone - amended motion That:</p> <p>The amended method of meeting parkland dedication requirements for the full Kingsbridge Subdivision development as outlined in the report from the Manager of Planning dated January 22, 2020 BE APPROVED;</p> <p>The conveyance of Parts 5 and 12 on the draft 12R plan (2.67 hectares) to 1078217 Ontario Limited in exchange for cash in lieu of parkland in the amount of \$66,170 BE APPROVED and the funds BE COMMITTED for use solely at Pat Thrasher Park;</p> <p>Part 6 on the draft 12R Plan (2.02 hectares) BE DESIGNATED as conservation lands and Administration BE DIRECTED to bring related amendment to the Zoning By-law (1999-52 as amended);</p> <p>Administration BE DIRECTED to explore opportunities for future development and upgrades to Pat Thrasher Park in consultation with the Parks and Recreation Advisory Committee and via community engagement.</p>	27-Jan-20
Active Transportation within the Town of Amherstburg - The Cozmic Queenz	Phil Roberts		<p>Resolution # 20200127-022 Prue/McArthur That:</p> <p>The presentation by the Cozmic Queenz regarding Active Transportation in the Town of Amherstburg BE SENT to the County of Essex and all Ontario municipalities; and, Administration BE DIRECTED to bring back a report regarding the availability of bike racks within the Town and the feasibility of motorized scooters for public use.</p>	27-Jan-20
NEW BUSINESS	John Miceli		<p>Resolution # 20200127-039 McArthur/Renaud That Administration BE DIRECTED to send correspondence to the Premier, the Minister of Education, the local trustees for the Greater Windsor Essex County District School Board, and the local MPP regarding cuts to funding and programs for the new high school.</p>	27-Jan-20
Refreshment Vehicle By-law Amendments and Operation on Town-owned Parkland	Nicole Rubli		<p>Resolution # 20200127-025 Prue/McArthur - original recommendation with (2) amendments added: That:</p> <p>The proposed by-law amendment regarding a required 100 meter set back from a Public Event BE REMOVED from amending By-law 2020-006; and, All concerns relating to Refreshment Vehicles BE REVIEWED before years end.</p>	27-Jan-20

THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2019-092
A By-law to stop up, close and sell a portion of the unimproved
Road Allowance in front of 26 Whelan Drive; Block 52, Plan
12M373

WHEREAS the Council of the Corporation deems it expedient to close a portion of the unimproved Road Allowance in front of 26 Whelan Drive; Block 52, Plan 12M373 located on the north side of Whelan Drive described legally as Block 52, Plan 12M373 and to sell the lands to the abutting owners.

AND WHEREAS by virtue of the provisions of Section 34 of the Municipal Act 2001, R.S.O. 2001, c 25, as amended, a by-law permanently closing a highway, including a road allowance on a registered plan of subdivision, does not take effect until a certified copy of the by-law is registered in the appropriate Land Registry Office.

NOW THEREFORE the Council of the Corporation of the Town of Amherstburg hereby enacts as follows:

1. That a portion of the unimproved Road Allowance between in front of 26 Whelan Drive; described as Block 52, Plan 12M373, in the Town of Amherstburg in the County of Essex be and the same are hereby **stopped up and closed.**
2. It is hereby confirmed the lands described in Section 1 of the By-Law are deemed surplus to the needs of the Corporation.
3. Upon completion of the closing of a portion of the unimproved Road Allowance described as Block 52, Plan 12M373 on the north side of Whelan Drive; described as Block 52, Plan 12M373, that the portion of the unimproved Road Allowance so closed may be transferred to the abutting owner.
PROVIDED that all costs and expenses incurred in connection with this matter be borne by the ratepayers concerned.
4. This By-law shall come into force and take effect after the final passing thereof on the date upon which the By-law is registered in the Land Registry Office in the County of Essex (No.12).

Read a first and second time and finally passed this 12th day of November, 2019.

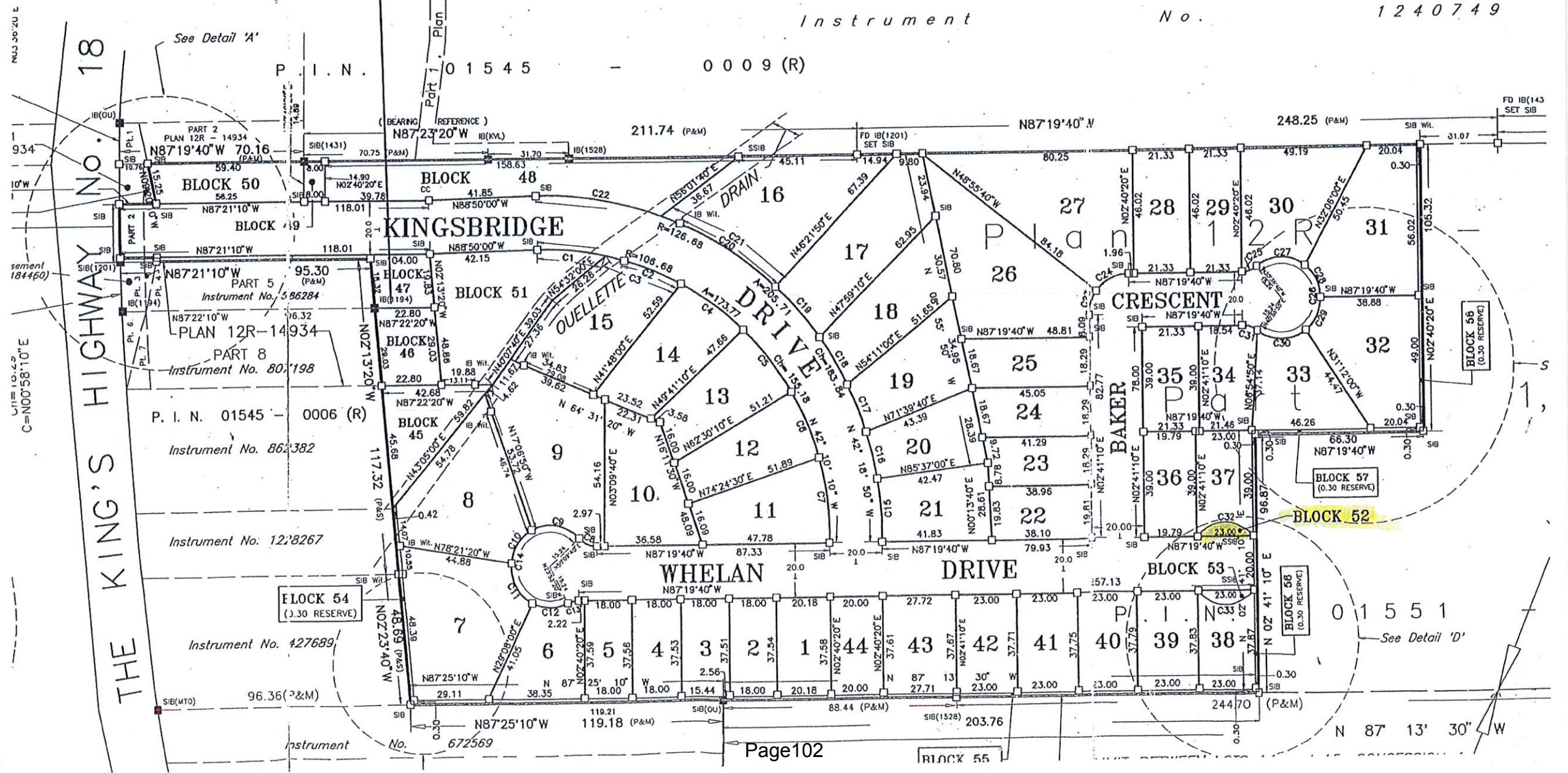
MAYOR-Aldo DiCarlo

CLERK- Paula Parker

Part 4, Plan 12R - 8

Instrument No. 1240749

P. I. N. 01545 - 0009 (R)



Plan 12R-373

Detail 'A' - not to Scale

See Detail 'A'

P. I. N. 01545 - 0006 (R)

Instrument No. 1228267

Instrument No. 427689

Block 54 (0.30 RESERVE)

Block 52 (0.30 RESERVE)

Block 56 (0.30 RESERVE)

P. I. N. 01551

See Detail 'D'

Block 55

N 87° 13' 30" W

See Detail 'B'

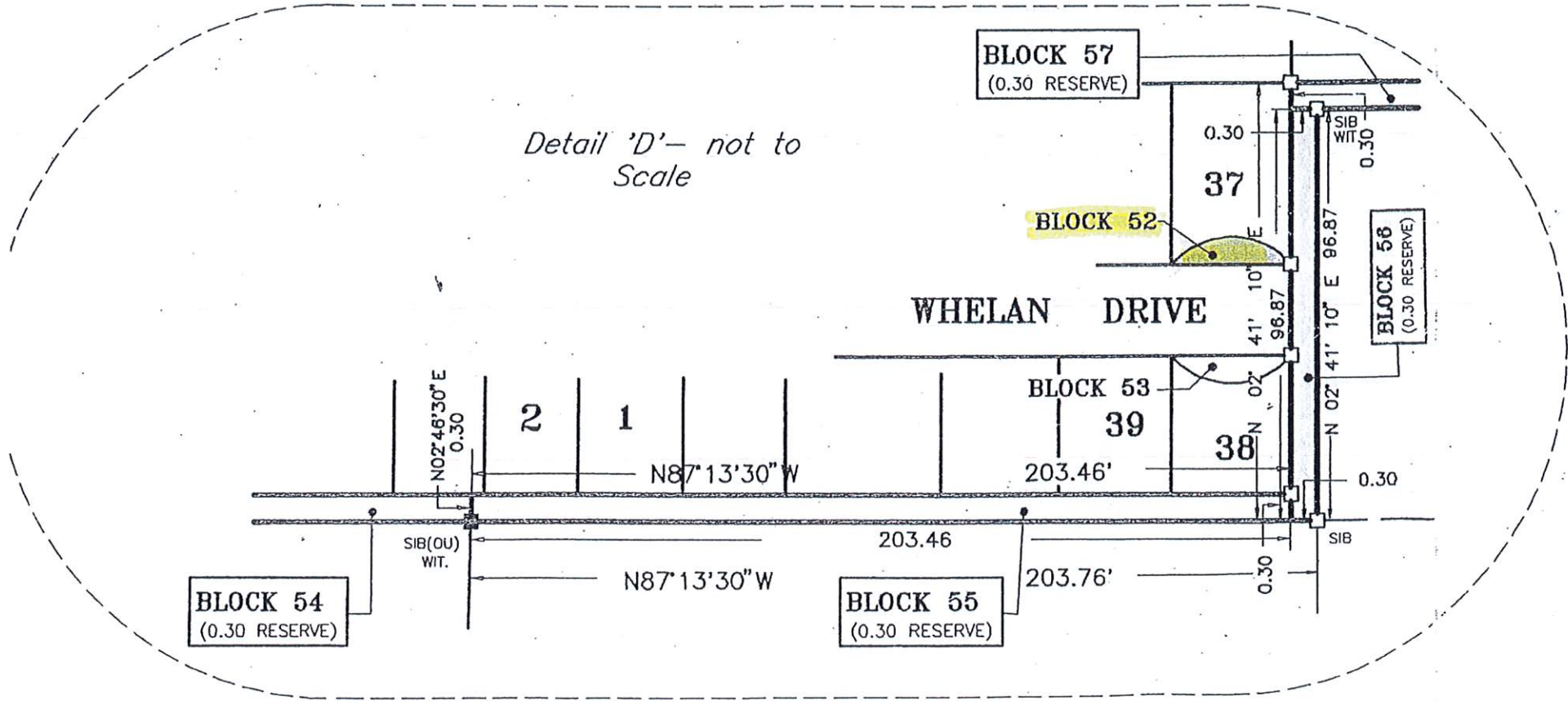
01545 - 0005 (R)

(0.30 RESERVE)

Part 1

Plan

P.I.N.



LOT

LEGEND

- SIB DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR
- SSIB DENOTES 25mm X 25mm X 0.61m SHORT STANDARD IRON BAR
- IB DENOTES 16mm X 16mm X 0.61m IRON BAR
- IB ∅ DENOTES 19mm diameter X 0.61m ROUND IRON BAR
- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET AND MARKED 1528

OWNER'S CERTIF

THIS IS TO CERTIF

1. LOTS 1 TO 44 (inc BLOCKS 54 TO 58 KINGSBRIDGE DRIVE HAVE BEEN LAID

**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2020-013**

**By-law to appoint a Chief Building Official and Inspectors, for the enforcement of
the Building Code Act, 1992, as amended, for the Town of Amherstburg**

WHEREAS subsection 3(2) of the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended, directs the Council of each municipality to appoint a Chief Building Official and such Inspectors as are necessary for the enforcement of the *Building Code Act, 1992* in the areas in which the municipality has jurisdiction; and,

WHEREAS paragraph 28(o) of the Interpretation Act, R.S.O. 1990, c. I.11, s. 28; 1999, c.12, Sched. B, s. 10, authorizes the appointment of Deputy Chief Building Officials; and,

WHEREAS the Council of the Corporation of the Town of Amherstburg deems it necessary and expedient to appoint such individuals as Chief Building Official, Deputy Chief Building Official and Inspectors for the purpose of enforcing the *Building Code Act, 1992*;

NOW THEREFORE the Council of The Town of Amherstburg enacts as follows:

1. Angelo Avolio is hereby appointed Chief Building Official for the Town of Amherstburg effective February 10th, 2020.
2. Robert Unis is hereby appointed Deputy Chief Building Officials for the Town of Amherstburg, to hold office during the temporary absence or disability of the Chief Building Official.
3. Only in the absence of the Chief Building Official and the Deputy Chief Building Officials, shall Dave Attwood hold office as Acting Deputy Chief Building Official.
4. Those persons named in section 4 to this By-law are hereby appointed as Inspectors, for the Town of Amherstburg, under the direction of the Chief Building Official, for the purposes of the enforcement of the *Building Code Act, 1992*, as amended, and Ontario Regulation 332/12, as amended.
 - Robert Unis
 - Dave Attwood
 - Dave Gibson
5. Those persons named in section 5 to this By-law are hereby appointed as Inspectors, for the Town of Amherstburg, under the direction of the Chief Building Official, for the purposes of the enforcement of the Building Code Act, 1992, as amended, and only those sections of Ontario Regulation 332/12, as amended, **respecting fire safety matters.**
 - Bruce Montone, Fire Chief
 - Paul Acton, Deputy Fire Chief
 - Ron Meloche, Assistant Deputy Fire Chief
6. The appointments made under the authority of this By-law shall terminate at the earliest of the following dates:
 - a. The date the person appointed ceases to be an employee of The Corporation of the Town of Amherstburg; or,
 - b. The date an amending by-law is passed by the Council of The Town of Amherstburg deleting the person's name from this by-law or by repealing this by-law.

7. All previous appointments of a Chief Building Official, Deputy Chief Building Officials, and Inspectors, for the Town of Amherstburg, are hereby revoked and By-law 2018-33 is hereby repealed.
8. This By-law shall come into force and take effect on the day it is enacted and passed by the Council of the Town of Amherstburg.

Read a first, second and third time and finally passed this 10th day of February, 2020.

ALDO DICARLO, MAYOR

PAULA PARKER, CLERK

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2020-016

**By-law to Confirm the Proceedings of the Council
of the Corporation of the Town of Amherstburg**

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

WHEREAS it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the Proceedings of the Council of the Corporation of the Town of Amherstburg at its meeting be confirmed and adopted by By-law; and,

NOW THEREFORE the Council of the Corporation of the Town of Amherstburg hereby enacts as follows:

1. THAT the action(s) of the Council of the Corporation of the Town of Amherstburg in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Amherstburg, documents and transactions entered into during the February 10th, 2020, meeting of Council, are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
2. THAT the Mayor and proper officials of the Corporation of the Town of Amherstburg are hereby authorized and directed to do all things necessary to give effect to the action(s) of the Council of the Corporation of the Town of Amherstburg during the said meetings referred to in paragraph 1 of this By-law;
3. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Amherstburg to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 10th day of February, 2020.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker