

**Minutes of an Amherstburg Municipal Council  
Monday, August 15, 2011 at 7:00 p.m.  
Council Chambers**

**PRESENT**

Mayor Wayne Hurst  
Deputy Mayor Ron Sutherland  
Councillor Carolyn Davies  
Councillor Bart DiPasquale  
Councillor Robert (Bob) Pillon  
Councillor Diane Pouget  
Councillor John Sutton

**1. CALL TO ORDER**

The Mayor called the meeting to order.

**2. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

There were no disclosures of pecuniary interest.

**3. PRAYER**

The Clerk said prayer.

**4. MINUTES OF PREVIOUS MEETING**

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

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

- 1. Special Council Meeting - Morgan Drain Educational Session - July 18, 2011 @ 4:00 p.m.**
- 2. Special Council Meeting - Planning 101 & 102- July 18, 2011 @ 4:30 p.m.**
- 3. Council Meeting - July 18, 2011 @ 7:00 PM**
- 4. Special Council Meeting - Boblo Island Tour - July 22, 2011 @ 11:00 a.m.**

The Mayor put the Motion.

**Motion Carried**

The Mayor asked that the Director, Infrastructure & Engineering Services address the residents regarding the Town of Amherstburg Flood Event of August 9, 2011. A copy of the information circulated is attached and forms an addendum to these minutes. Lou Zarlenga made the following recommendations to Council:

- a) Smoke testing program to be completed by OCWA support staff with report back to Council on outcome.
- b) Flushing and video camering to all affected sewers. A report back to Council would be provided on outcome.
- c) Visual inspection of sanitary manholes.

Lou Zarlenga advised that with Council direction, Administration would obtain services of a consulting engineer for all of the recommended services and inspections and a report at the end of all the testing would be brought before Council. Mr. Zarlenga further advised that some municipalities have basement flooding programs and incentives. Administration would review these programs and bring back to Council.

There was lengthy discussion with regard to recent flooding events, storm sewers, inspections, rainfall, power outage, Essex Power, on-call personnel, generators, flow, pumps, capacity of infrastructure and citizen concerns.

In response to a question from Councillor Sutton, Mr. Zarlenga explained that Administration would bring back a report outlining what tests and inspections are recommended to be done and the costs associated. The report would also include the cost of having someone supervise the work and the cost for those applicable reports and plans.

Councillor Sutton moved, Councillor Davies seconded:

**That Administration be directed to bring a report back post-haste.**

The Mayor put the Motion.

**Motion Carried**

Councillor Pouget moved, Councillor Davies seconded:

**Whereas a large number of residents in the Town of Amherstburg suffered enormous financial, physical and emotional hardship as a result of massive flooding on August 9<sup>th</sup>, 2011, Council directs Administration to contact all department heads and corporations including OCWA, Essex Power and Ontario Hydro to provide documentation pertaining to response times and all other pertinent information related to the reasons for the intense flooding situation, action taken to ensure all pumps etc. are operational and a detailed plan on how to improve the Town's infrastructure to prevent future flooding of that magnitude. Further to that, this information should be made available at a public Council meeting and a special effort should be made to contact all levels of government to inquire if grants are available for resident's that suffered such a heartbreaking loss.**

The Mayor put the Motion.

**Motion Carried**

## **5. DELEGATIONS**

### **5.2 Delegation # 2**

Susan Widawski addressed Council regarding billing adjustments and refund request for water portion usage. There was discussion with regard to the meter, testing of the meter, problem associated with meter and refund of costs. It was noted the meter is now reading properly.

*Report Item #11.1 was brought forward.*

**11.1** A report by Lou Zarlenga regarding 85 Willow Beach, Susan Widawski Request to Lower Water Billing

**That the delegation be received;**

**That Council receive the report from Lou Zarlenga regarding a requested reduction in water billing from Susan Widawski's residence of 85 Willow Beach;**

**And further that Council authorize the Public Works Department to reduce only the sewer consumption block charges for the Widawski bill of April 15, 2011.**

The Mayor put the Motion.

**Motion Failed**

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That Council receive the report from Lou Zarlenga regarding a requested reduction in water billing from Susan Widawski's residence of 85 Willow Beach;**

**That the delegation be received;**

**And further that Administration be directed to refund Susan Widawski the amount of \$ 1,480 and recalculate her bill to reflect 3 cubic metres.**

The Mayor put the Motion.

**Motion Carried**

## **5.1 Delegation # 1**

Tony DiBartolomeo addressed Council regarding upgrade of service along Concession 2 North and County Road 5.

Consent Correspondence #17.1 (1) - Response to Tony DiBartolomeo delegation request - Paul Beneteau -July 19, 2011 was referred to.

Councillor Sutton moved, Councillor Pillon seconded:

**That the delegation by Tony DiBartolomeo be received.**

**That Council petition Hydro One to upgrade their main trunk lines servicing Concession 2 North;**

**That Council petition Bell Canada and carbon copy the request to the CRTC, to modernize their services within the Town of Amherstburg in order to accommodate high speed internet access;**

**That Council explore the possibility of a partnership with local cable provider to run cable and extend services for rural residents to provide cable and most importantly internet services as an alternative to Bell Canada;**

**And further that the matter of providing street lights along County Road 5 and extending the walking path to Lowes Side Road be deferred to the 2012 budget deliberations.**

The Mayor put the Motion.

**Motion Carried**

## **6. REPORTS - RECREATION/CULTURE/PARKS**

**6.1** A report by Rick Daly regarding Council Resolution By-law 2011-76; agreement with Fort Malden National Historic Site - Special Events

Councillor Pouget moved, Deputy Mayor Sutherland seconded:

**That the report by Rick Daly regarding By-law 2011-76 be received;**

**And further that By-law 2011-76, being a By-law to enter into an Agreement with Fort Malden National Historic Site for use of grounds for special events, which include but not limited to Canada Day Celebrations, between the Town of Amherstburg and Fort Malden National Historic Site of Canada (FMNHSC) be taken as having been read three times, and finally passed and the Mayor and Clerk be authorized to sign same and affix the corporate seal thereto.**

The Mayor put the Motion.

**Motion Carried**

**6.2** A report by Rick Daly regarding the feasibility of a Park in Edgewater

Councillor Sutton moved, Councillor Pouget seconded:

**That the report by Rick Daly dated August 10, 2011 regarding the feasibility of a Park in Edgewater be deferred to the September 12, 2011 Council meeting and that the delegates be advised that the report will be considered at that meeting and that the delegates also be provided a copy of the Administrative report.**

The Mayor put the Motion.

**Motion Carried**

**6.3** A report by Rick Daly regarding the Santa Claus Parade

David Grimaldi and Maggie Durocher, Windsor Parade spoke to the matter before Council providing a history of the parade and also financials associated.

Councillor Sutton moved, Councillor Pillon seconded:

**That the report by Rick Daly dated July 29, 2011 regarding Santa Claus Parade be received;**

**That Council approve the road closures for the parade which will also facilitate the Santa Super run;**

**And further that Council approve the \$10,000 cost for contracted services of the parade.**

In response to Councillor Pillon's request, Anne Rota, Manager, Tourism and Culture confirmed that she would look for the money within the tourism budget; however, she noted that the money is not allocated at this time.

Councillor Sutton suggested that all three events work together to consider a solution such as shared sponsoring that would work to sustain all three events.

The Mayor noted that the solution is communication and collaboration.

The Mayor put the Motion.

**Motion Carried**

- 6.4** A report by Rick Daly regarding the Operational Overview for World's Alzheimer Day "Run for Heroes" Marathon

Deputy Mayor Sutherland moved, Councillor DiPasquale seconded:

**That the report by Rick Daly dated August 11, 2011 regarding the Operational Overview of the World Alzheimer's Day Run for Heroes Marathon be received and that the road/lane closures outlined in the Operational Overview be approved;**

**And further that Council approve an in-kind contribution of Recreation and Culture costs associated with extra staffing and resources needed to facilitate the road/lane closures.**

The Mayor put the Motion.

**Motion Carried**

The Clerk asked to bring forward Report Item #15.4 – A report by Brenda Percy regarding Revised Traffic By-law.

- 15.4** A report by Brenda Percy regarding Revised Traffic By-law

Deputy Mayor Sutherland moved, Councillor Pilon seconded:

**That the report by Brenda Percy dated August 9, 2011, regarding Revised Traffic By-law be received;**

**That Town of Amherstburg By-laws 2005-55, 2005-20 and 2005-22 be repealed;**

**And further that Traffic By-law 2011-69 being a By-law to Regulate Traffic within the Town of Amherstburg be read a first, second and third time, be finally passed and the Mayor and Clerk be authorized to sign same and affix the Corporate seal thereto.**

The Mayor put the Motion.

**Motion Carried**

## **7. REPORTS - POLICE**

No reports at this time.

## **8. REPORTS - FIRE**

No reports at this time.

## **9. REPORTS - INFORMATION TECHNOLOGY**

No reports at this time.

## **10. REPORTS - DEVELOPMENT SERVICES**

- 10.1** A report by Lory Bratt regarding a request for an extension of draft plan approval for Woodland Trails Subdivision

Councillor Pillon moved, Councillor Sutton seconded:

**That the report by Lory Bratt, Planning Coordinator, dated August 8, 2011 regarding a request for an extension of draft plan approval for Woodland Trails Subdivision be received;**

**That Council support the request from Katherine Roth (1635726 Ontario Limited) for a three year extension of the draft plan approval for Woodland Trails Subdivision (File #37T-05005);**

**And further that Administration be directed to notify William King, Manager of Planning Services, County of Essex.**

The Mayor put the Motion.

**Motion Carried**

- 10.2** A report by Stephen Brown regarding Development Charges Deferral - 70, 71, 72 Fairway Crescent, Amherstburg

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That the report submitted by Stephen Brown dated August 4, 2011 regarding an application for deferral of development charges as submitted by Gintar Contractors Ltd. for property located at 70, 71, 72 Fairway Crescent, be received;**

**And further, that By-law 2011-78 being a by-law to authorize the signing of an agreement to defer development charges be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same and affix the Corporate Seal thereto.**

The Mayor put the Motion.

**Motion Carried**

## **11. REPORTS - ENGINEERING AND INFRASTRUCTURE**

- 11.1** A report by Lou Zarlenga regarding 85 Willow Beach, Susan Widawski Request to Lower Water Billing (Please refer to Delegation 5.2)

As dealt with above.

**11.2** A report by Lou Zarlenga regarding the Inflow and Infiltration - Smoke Testing Program

Councillor Pouget moved, Councillor Davies seconded:

**That Council receive the report from Lou Zarlenga dated August 5, 2011 regarding a Smoke Testing Program to investigate inflow and infiltration in the Kingsbridge, Gardiner and Fox Glen subdivisions.**

It was clarified that the motion was to receive the report and to proceed to investigate inflow and infiltration.

The Mayor put the Motion.

**Motion Carried**

**11.3** A report by Lou Zarlenga regarding the Tender Results for the Meloche Sideroad Watermain Installation from the Arena Entrance Road to Lowes Sideroad

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That Council receive the report from Lou Zarlenga regarding the tender results for the Meloche Sideroad Watermain Installation project from the Arena Entrance Road to Lowes Sideroad;**

**And further that Administration be directed to complete the Northside Road project, as budgeted.**

Lou Zarlenga clarified that the intent of the motion is that undertake Meloche Road project and defer the North Side Road watermain project to 2012 budget. The funds allocated for Northside Road would be used to fund the Meloche Road project.

There was discussion regarding the recommendation, the North Sideroad project, Meloche Road project, bids received and retendering.

The Mayor put the Motion.

**Motion Carried**



**Supplementary Item**

**12.2** A report by Pamela Malott regarding Victoria Street Cultural Centre - Long Term Lease for Amherstburg Community Services  
As dealt with above.

Councillor DiPasquale moved, Deputy Mayor Sutherland seconded:

**That the report by Pamela Malott, Chief Administrative Officer concerning a Long Term Lease Agreement with Amherstburg Community Services for the Victoria Street Cultural Centre property owned by the Town be received;**

**And further that By-law 2011-80 being a By-law to enter into agreement with Amherstburg Community Services regarding the long term use of the Victoria Street Cultural Centre property owned by the Town, between the Town of Amherstburg and Amherstburg Community Services be taken as having been read three times, and finally passed and the Mayor and Clerk be authorized to sign same and affix the corporate seal thereto.**

The Mayor put the Motion.

**Motion Carried**

The Clerk asked that the item be brought forward as there are a number of individuals present to hear the item.

**12.1** A report by Pamela Malott regarding Heritage Tax Rebates - Salmoni Building  
As dealt with above.

Councillor Davies moved, Councillor Sutton seconded:

**That the Heritage Tax Rebates – Salmoni Building be reconsidered.**

The Mayor put the Motion.

	<b>Yes/Concur</b>	<b>No/Not Concur</b>
Councillor Davies	x	
Councillor DiPasquale		x
Councillor Pillon	x	
Councillor Pouget		x

Deputy Mayor Sutherland		x
Councillor Sutton	x	
Mayor Hurst	x	

**Motion Carried**

Councillor Sutton moved, Councillor Davies seconded:

**That the report submitted by Pamela Malott, dated August 9, 2011, regarding the previous deferral of the Heritage Tax Rebates for the Salmoni Building be received;**

**That Council confirms the receipt of opinion in writing from the Heritage Advisory Committee, Town Solicitor, and Town Planner;**

**And further that Council confirms the processing of the Heritage Tax Rebates outlined on Schedule A to this report to the owners of various units at the Salmoni Building to be paid with interest from July 6, 2011 due to the delay in processing.**

There was discussion with regard to the rebate, advice provided from Town solicitor and Planning consultant, information provided from outside sources, contradiction of information received, due diligence and advice from Heritage Committee and working relationship between Council and Administration.

Councillor Davies felt that the spirit of the By-law and rebate was not applied in this situation. She indicated that she would like the Heritage Committee to review the Heritage By-law.

The Mayor put the Motion.

	<b>Yes/Concur</b>	<b>No/Not Concur</b>
Councillor Davies	x	
Councillor DiPasquale		x
Councillor Pillon	x	
Councillor Pouget		x
Deputy Mayor Sutherland		x

Councillor Sutton	x	
Mayor Hurst	x	

**Motion Carried**

**11.4** A report by Lou Zarlenga regarding the Tender Results for the Fryer Street Sanitary Sewer Construction from Gibb Street to Simcoe Street

Councillor Sutton moved, Councillor Pillon seconded:

**That Council receive the report from Lou Zarlenga regarding the tender results for the Fryer Street Sanitary Sewer Construction from Gibb Street to Simcoe Street project;**

**And further that Council accept the Consulting Engineer’s recommendation to award the contract to the lowest bidder, being Shea Bros. for the Fryer Street Sewer Construction from Gibb Street to Simcoe Street project.**

The Mayor put the Motion.

**Motion Carried**

**11.5** A report by Lou Zarlenga regarding the Adams Municipal Drain - Notice from Gerald & Darwin Wismer Request for Repair and Improvement

Councillor DiPasquale moved, Deputy Mayor Sutherland seconded:

**That Council accept the report regarding a request for repair and improvement to the Adams Municipal Drain;**

**That Council accept the request from Gerald and Darwin Wismer for improvements on the Adams Municipal Drain as per section 78 of the Drainage Act;**

**And that Council appoint a Drainage Engineer pursuant to the provisions of the Drainage Act for the repair and improvement of the Adams Municipal Drain;**

**And that Mr. Gerard Rood, P.Eng. from the firm of Rood Engineering Inc. be appointed for the purpose of preparing an engineer’s report including plans and profile for the Adams Municipal Drain.**

The Mayor put the Motion.

**Motion Carried**

**11.6** A report by Lou Zarlenga regarding the Gore Atkin Municipal Drain - Notice from Allan Serran Request for Drain Maintenance

Deputy Mayor Sutherland moved, Councillor DiPasquale seconded:

**That Council receive the report from Lou Zarlenga dated July 26, 2011 concerning the Gore Atkin Municipal Drain and the notices from Allan Serran regarding the drain being out of repair;**

**And further that council approve the requests for drain repairs from Allan Serran and that maintenance work be undertaken to the Gore Atkin Municipal Drain consisting of bottom cleaning and brushing, pursuant to the dimensions and elevations provided in the current 1970 drainage report and the 1985 maintenance schedule for this drain.**

The Mayor put the Motion.

**Motion Carried**

**11.7** A report by Lou Zarlenga regarding the Tender Results for the Matte Beneteau Drain Maintenance Project

Deputy Mayor Sutherland moved, Councillor Davies seconded:

**That Council receive the report from Lou Zarlenga regarding the tender results for the Matte Beneteau Drain Maintenance Project;**

**And further that Council accept Administration's recommendation to award the contract to the lowest bidder, being Hayes Bros. Excavating and Trucking, for the Matte Beneteau Drain Maintenance Project.**

The Mayor put the Motion.

**Motion Carried**

**11.8** A report by Lou Zarlenga regarding the Simcoe Street Sanitary Sewer - Update and Sewer Connection Start

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That Council receive the report from Lou Zarlenga dated June 22, 2011 regarding an update to the Simcoe Street Sanitary Sewer project and the setting of the start date for residential sewer connections.**

The Mayor put the Motion.

**Motion Carried**

The Clerk asked that Supplementary Item 12.2 – Victoria Street Cultural Centre – Long Term Lease for Amherstburg Community Services.

## **12. REPORTS - CAO's OFFICE**

**12.1** A report by Pamela Malott regarding Heritage Tax Rebates - Salmoni Building  
As dealt with above.

### ***Supplementary Item***

**12.2** A report by Pamela Malott regarding Victoria Street Cultural Centre - Long Term Lease for Amherstburg Community Services

As dealt with above.

## **13. REPORTS - TREASURY**

**13.1** A report by Paul Beneteau regarding Amendment to Tax Arrears Extension Agreement for property known as 117 Fort Street, 3729-230-000-03800-0000

Councillor Sutton moved, Councillor Pillon seconded:

**That Council receive the report regarding an amendment to the extension agreement between the Town of Amherstburg and the owner of 117 Fort Street, as submitted by the Treasurer;**

**That, By-law 2011-79, being a by-law to authorize the execution of an amendment to a tax arrears extension agreement, pursuant to Section 378 of the Municipal Act, 2001, be taken as being read 3 times and the Mayor and Clerk be authorized to sign the same and affix the Corporate seal thereto;**

**And further that the Mayor and Clerk be authorized to enter into the extension agreement between the Town and the property owner, on behalf of the Town, with the terms outlined in the said agreement.**

The Mayor put the Motion.

**Motion Carried**

## **14. REPORTS - HUMAN RESOURCES**

No reports at this time.

## 15. REPORTS - CLERK'S

### 15.1 A report by Brenda Percy regarding Boards & Committees Appointment Policy

Councillor Sutton noted that he wished to defer the item until such time as all staff committee liaisons are present to address any questions.

Councillor Sutton moved, Councillor Davies seconded:

**That the report prepared by Brenda Percy dated July 19, 2011 regarding Board & Committee Appointment Policy be deferred.**

The Mayor put the Motion.

**Motion Carried**

### 15.2 A report by Brenda Percy regarding Policy of Sale of Surplus Property Policy

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

**That the report by Brenda Percy dated July 21, 2011, regarding Sale of Surplus Property Policy be received;**

**And further that Sale of Surplus Property Policy be adopted, as presented and that the Disposal of Real Property Policy dated August 8, 2005 be repealed.**

The Mayor put the Motion.

**Motion Carried**

### 15.3 A report by Brenda Percy regarding By-law to Prohibit the Abandonment or Disposal of Animals on Lands and Premises located within the Town of Amherstburg

Deputy Mayor Sutherland moved, Councillor DiPasquale seconded:

**That the report prepared by Brenda Percy dated August 4, 2011 regarding a By-law to Prohibit the Abandonment or Disposal of Animals on Lands and Premises located within the Town of Amherstburg be received;**

**That By-law 2011-77 be taken as having been read three times, and finally passed and the Mayor and Clerk be authorized to sign same and affix the corporate seal thereto;**

**And further that Administration proceed with preparing set fines associated with contravening the By-law for review and approval by the Ontario Court of Justice.**

The Mayor put the Motion.

**Motion Carried**

**15.4** A report by Brenda Percy regarding Revised Traffic By-law

As dealt with above.

**16. CONSENT REPORTS**

**16.1** Accounts Paid Listing for the Period of July 9, 2011 to August 5, 2011

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That the report regarding the Accounts paid for the period of July 9, 2011 to August 5, 2011 be received as submitted.**

The Mayor put the Motion.

**Motion Carried**

**17. CONSENT CORRESPONDENCE**

**17.1** Consent Correspondence

Councillor Sutton moved, Councillor Pillon seconded:

**That the following correspondence be received:**

- 1. Response to Tony DiBartolomeo delegation request -Paul Beneteau -July 19, 2011 (Discussed in Delegation 5.1) As dealt with above.**
- 2. The Premier of Ontario - Bruce Crozier Memorial Highway - July 22, 2011**
- 3. Ministry of Municipal Affairs and Housing - Ontario Municipalities - July 27, 2011**
- 4. Town of LaSalle - Fire Chief - August 8, 2011**

The Mayor put the Motion.

**Motion Carried**

**18. CONSENT OTHER MINUTES**

**18.1** Consent Other Minutes

Councillor Sutton moved, Councillor Pillon seconded:

**That the following minutes be received:**

- 1. Committee of Adjustments Minutes -March 29, 2011 @ 7:30 a.m.**
- 2. Committee of Adjustments Minutes - May 12, 2011 @ 4:00 p.m.**

3. **Committee of Adjustments Minutes - June 28, 2011 @ 7:30 a.m.**
4. **Traffic Committee Minutes - June 15, 2011 @ 2:00 p.m.**
5. **Co-An Park Committee Minutes - April 13, 2011 @ 5:30 p.m.**
6. **Co-An Park Committee Minutes - July 13, 2011 @ 5:30 p.m.**
7. **Community Spirit Committee Minutes - July 6, 2011 @ 5:00 p.m.**
8. **Heritage Committee Minutes - July 7, 2011 @ 5:30 p.m.**

The Mayor put the Motion.

**Motion Carried**

## **19. CORRESPONDENCE**

- 19.1** Correspondence # 1 - Request from Samsung to support the renewable energy production agreement between Samsung, together with its Ontario manufacturing partners, and the Province of Ontario

Whereas Samsung, together with its manufacturing partners in Ontario, has been working to create jobs in the Windsor-Essex County area as part of a renewable energy production agreement with the Province of Ontario;

And That the agreement commits Samsung and its partners to open four (4) manufacturing plants, create 1600 direct and indirect clean energy jobs, and to create 2500 megawatts of wind and solar power;

And Further That to date, Samsung has indicated that 200 jobs have been created in the production of solar inverters in the Toronto area, 700 jobs in the manufacturing of wind towers in the Windsor-Essex County area, and 900 jobs in the building of wind blades in the Tilsonburg area;

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That Council support the renewable energy production agreement between the Province of Ontario and Samsung and its Ontario manufacturing partners which has created a long-term climate for investment and job creation in the Windsor-Essex County area;**

**And that this resolution be forwarded to the County of Essex, Essex County municipalities, City of Windsor and local MPP's.**

The Mayor put the Motion.

**Motion Carried**



**19.2** Correspondence # 2 - Request from Windsor Regional Hospital Foundation to host their 3rd Annual 'Racing The Vine' Run/Walk

Councillor Sutton moved, Councillor Pillon seconded:

**That Council support the 3rd Annual 'Racing The Vine' Run/Walk on Saturday, September 17, 2011 at D'Angelo Vineyards Estate Winery;**

**And that Council approve the road closures on the 5th Concession North between Alma Street and Middle Side Road on September 17, 2011 from 4:30 p.m. to 6:30 p.m.;**

**And further that the Amherstburg Police Department be informed of the event.**

The Mayor put the Motion.

**Motion Carried**

**19.3** Correspondence # 3 - Request from Windsor Historical Society - Veterans Memories Project for a donation to purchase advertising space in the 2011 Veterans Day Magazine

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

**That Council approve the request for a donation to purchase advertising space in the 2011 Veterans Day Magazine in the amount of \$1,000.**

The Mayor put the Motion.

**Motion Carried**

**19.4** Correspondence # 4 - An invitation from Community Living Essex County to their 50th Anniversary Gala

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That Council receive the invitation from Community Living Essex County;**

**And further that Council approve purchasing a \$ 50.00 ticket for any member of Council who should wish to attend the event.**

The Mayor put the Motion.

**Motion Carried**

In response to Deputy Mayor Sutherland, it was noted that spouses are invited to attend and the cost of the ticket would be covered.

## **20. UNFINISHED BUSINESS**

Unfinished Business Items as of August 15, 2011

Councillor Pillon sought an update as to when construction would begin on the 3<sup>rd</sup> and Lowe Sideroad.

Councillor Pillon questioned when the road by solar projects (Northside Road and 2<sup>nd</sup> Concession) would be repaired.

Councillor Sutton sought clarification of the motions passed with regard to the feral cat colony. Councillor Davies provided clarification and noted that the TNR project and the feral cat colony are two separate projects and the two motions are not contradictory.

Councillor Pouget sought an update on the three way stop. Lou Zarlenga advised that he would check and advise Council of the timelines.

## **21. NEW BUSINESS**

There were no new business items.

## **22. REPORT FROM IN-CAMERA SESSION**

### **COUNCIL IN-CAMERA SESSION REPORT**

**During Closed Session of August 15, 2011**, Council would report the following:

- 1) Council discussed Salary Administration Program for 2011 salaries.

Council confirmed that no economic increases would be given for the 2011 year unless through legal Agreement.

Council confirmed that they authorized a review of the Salary Administration Program and look forward to a report back as soon as possible.

Council confirmed movement thru step progression bands as scheduled, based on satisfactory performance for the 2010 year.

- 2) Council completed a Performance Review of the CAO for 2010. Council approved the salary increase contained within the Contractual Agreement.
- 3) Also discussed during the meeting was:
  - 6 Labour Relations/Employee Negotiation matters which were heard under Section 239 (2) (d) of the Municipal Act and there is nothing further to report on these items.

- 1 item was heard under Section 239 (2f) - Solicitor Client Privilege and there is nothing further to report on this item.
- 1 item was heard under Section 239 (2b) – a Personal Matter about an Identifiable Individual and there is nothing further to report on this item.
- And lastly, 2 items were heard under exemption 239 (2g) matters under another Act and there is nothing further to report on these items.

In Camera Meeting Discussed: August 15, 2011  
 Reporting Out Meeting: August 15, 2011

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**23. NOTICES OF MOTION**

There were none noted.

**24. BY-LAWS**

**24.1 Zoning By-law Amendment- Pt Lt 62, Concession 7 & Pt Lt 1, Concession 5**

Councillor Sutton moved, Councillor Pillon seconded

**That By-law 2011-74 being a By-law to amend Zoning By-law 1999-52 be taken as having been read three times, and finally passed and the Mayor and Clerk be authorized to sign same thereto.**

The Mayor put the Motion.

**Motion Carried**

**24.2 Zoning By-law Amendment- 103, 107, 111 Sandwich St S**

Deputy Mayor Sutherland moved, Councillor Pillon seconded

**That By-law 2011-75 being a By-law to amend Zoning By-law 1999-52 be taken as having been read three times, and finally passed and the Mayor and Clerk be authorized to sign same thereto.**

The Mayor put the Motion.

**Motion Carried**

**24.3 Confirmatory By-law**

Councillor Pillon moved, Councillor Sutton seconded

**That By-law 2011-81 being a By-law to confirm all resolutions of the Municipal Council Meeting held on August 15, 2011 be taken as having been read three times, and finally passed and the Mayor and Clerk be authorized to sign same thereto.**

The Mayor put the Motion.

**Motion Carried**

**25. ADJOURNMENT**

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That Council rise and adjourn at 9:40 p.m.**

The Mayor put the Motion.

**Motion Carried**

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MAYOR - WAYNE HURST

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CLERK – BRENDA M. PERCY



## TOWN OF AMHERSTBURG FLOOD EVENT AUGUST 9, 2011

During the early morning hours on Tuesday, August 9, 2011, a high rainfall event began at approximately 12:45 a.m. and continued until approximately 6:00 a.m. The volume of rain accumulated at the Public Works rain gauge was in excess of 4" reaching intensities of 5 ½" causing flooding to roads and properties. There were reports of approximately 5" to 7" of rainfall in the areas most affected by this rain event.

To date, approximately 95 residents reported to the Town to have experienced flooding. However, information from restoration contractors working in Amherstburg on flooded basements report approximately 405 affected homes.

The intensity of the rainfall overtook the carrying capacity of the Town's storm system. Surface flooding of roads and other areas occurred and stormwater then entered into the Town's sanitary sewer system through a number of channels, thus leading to backups into residential basements.

The Ontario Clean Water Agency (OCWA) operates all of the Town's sewage treatment facilities including a large number of pumping stations. OCWA has reported all systems were operative to full capacity during the August 9, 2011 rain event. Flow reports indicate that during the August 9, 2011 rain event, the Amherstburg Wastewater Treatment Plant on Sandwich Street South had flows 12 times the normal flow rate. Also, the Boblo Island treatment plant experienced flows 17 times the normal rate, while McGregor Lagoons experienced flows 6 times the normal flow rate. Throughout the entire August 9, 2011 rain event, OCWA monitored the treatment systems. During this storm event the electrical power was disrupted, wherein the Town's backup generators were put into operation by OCWA.

The majority of the basement flooding has taken place in the Monopoly Subdivision and the Crown Ridge Subdivision.

The Town is recommending homeowners contact their insurance company if they have had a flooding occurrence. Further, the Town is conducting a door-to-door canvass to determine the actual number of homes that may have been affected during this rain event.

If you require further information, please contact the Public Works Department at 519-736-3664

The Corporation of the  
**TOWN OF AMHERSTBURG**  
[www.amherstburg.ca](http://www.amherstburg.ca)  
**PUBLIC WORKS DEPARTMENT**  
Lou Zarlenga, P.Eng.  
Director of Engineering & Infrastructure



# The Corporation of the Town of Amherstburg

512 SANDWICH STREET SOUTH  
AMHERSTBURG, ONTARIO  
N9V 3R2

[www.amherstburg.ca](http://www.amherstburg.ca)

## BASEMENT FLOODING INFORMATION TO RESIDENTS

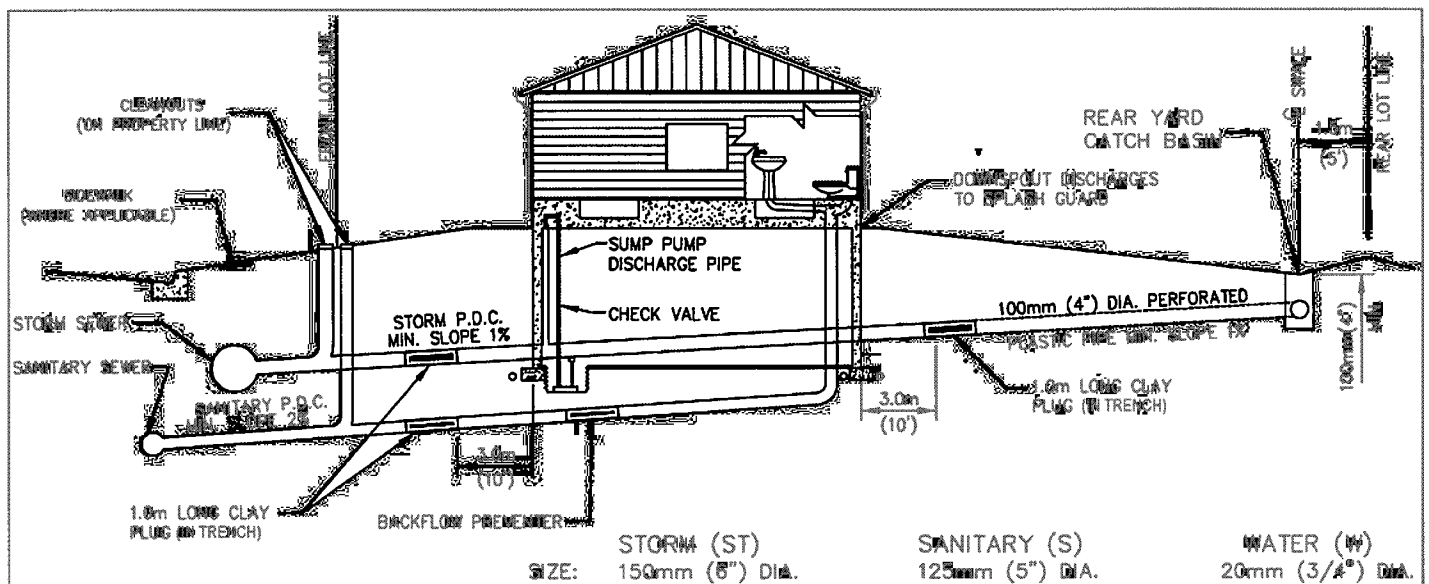
The following information is intended for residents that have homes connected to Municipal storm and sanitary sewers. However, rural residents with septic tanks may find some of the proceeding information useful in guarding against basement flooding.

### Sewer Basics

There are typically two types of sewers connecting to your home: storm and sanitary sewers. Older houses may have a sanitary sewer connection and no storm sewer connection.

- 1) Storm sewer private drain connections collect storm water runoff from your home (gutters) and property and discharge it to Town storm water management ponds, storm sewers, municipal drains, or ditches. In general, flows eventually are transported to Lake St. Clair.
- 2) Sanitary sewers collect wastewater (sewage) from your home's plumbing (toilets, sinks, tubs/showers, washing machines and floor drains) and discharge to a Town sanitary sewer. The sewer carries the sewage to one of the Town's sewage treatment plants.

Your home's plumbing is connected to the Town's sewer main by a service lateral, called a Private Drain Connection (or PDC). Typically each PDC on your property will have a cleanout. The cleanout is an access port that is used to clear blockages in your PDC. The cleanouts typically are covered with a square metal plate, and will be located at/near your street property line or near your home. The portion of the PDC that is on your property (including the cleanout) is your responsibility to maintain and clean. The trunk sewers and the portion of the PDC from the cleanout to the main are maintained by the Town.



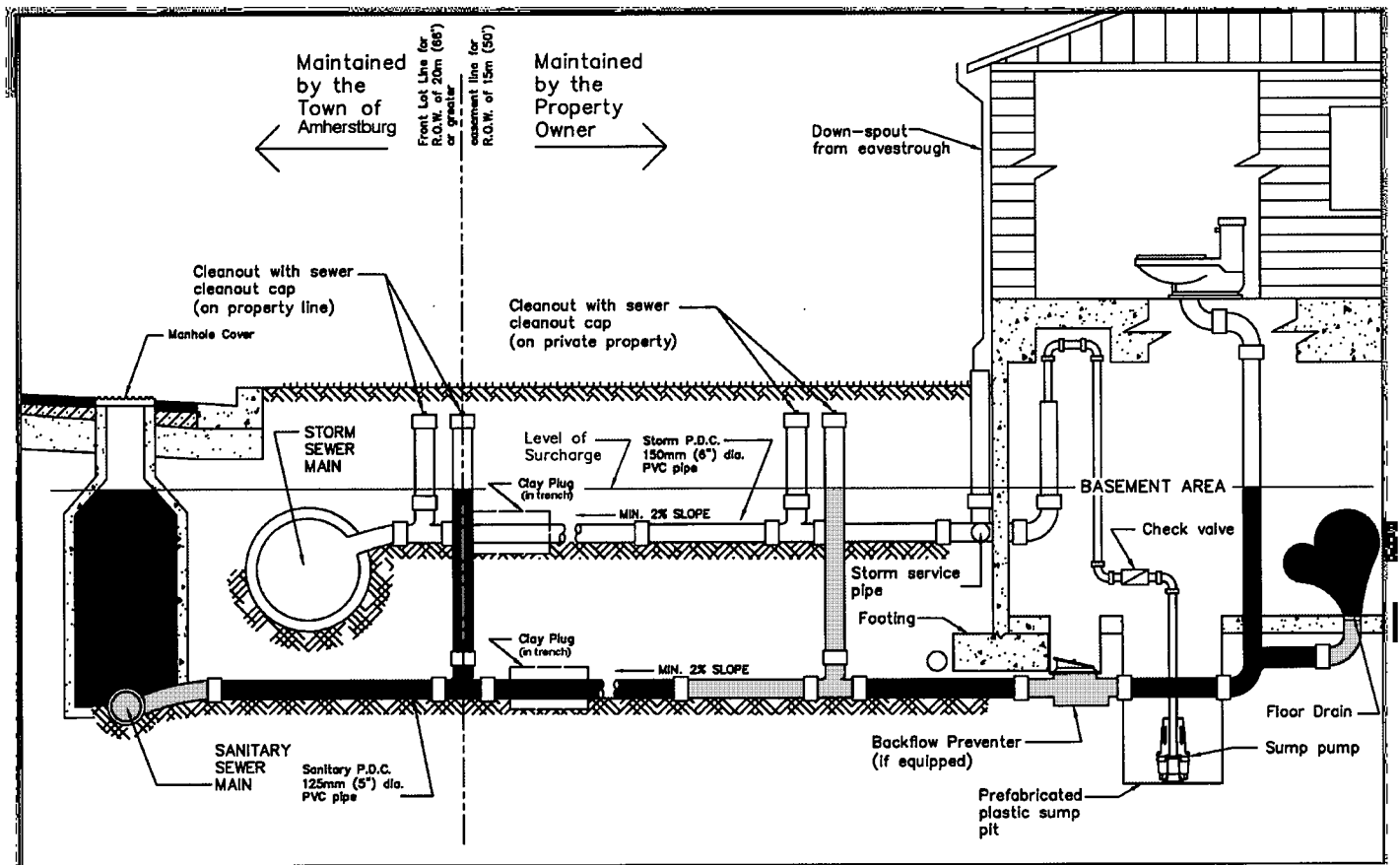
## Common Causes of Basement Flooding

### Sanitary Sewers:

- 1) Private Drain Connection (PDC) is blocked restricting the flow of sewage from your home. Common causes of blockages are:
  - Accumulated grease, paper, waste, or other foreign object
  - A collapsed or crushed pipe
  - Tree roots intruding into the pipe.
- 2) A back-up of wastewater in the sewer system, or a combination of wastewater and rainwater from sanitary sewers.

### Storm Sewers:

- 1) Private Drain Connection (PDC) is blocked restricting the flow of storm water from your home. Common causes of blockages are:
  - A collapsed or crushed pipe;
  - Tree roots intruding into the pipe.
- 2) Failure of sump pump (mechanical or electrical).
- 3) Leaks/cracks in basement foundation walls.
- 4) Poor lot drainage.
- 5) High water levels in receiving waterways.



## My Basement is Flooded

Flooded basements can present danger if water levels are above electrical outlets or baseboard heaters. Contact an electrical contractor if unsure about the hazards.

Document the damage by taking photos and video, if possible. Contact your insurance agent.

For information on recommended clean up procedures, visit the following Canada Mortgage and Housing website:

[http://www.cmhc-schl.gc.ca/en/co/mahp/en/em\\_001.cfm](http://www.cmhc-schl.gc.ca/en/co/mahp/en/em_001.cfm)

To assist the Town in determining areas of flooding concern, please fill out the Residential Home Flood Data Sheet and return to the Town. The Residential Home Flood Data Sheet is attached to the end of this document.

## How Can I Lower Flood Risks?

- The following tips will help reduce your risk of a flood in your home;
- Ask your insurance broker if your home insurance covers basement flooding/sewer back-up damage.
- Install a backflow or back-water valve on your sanitary PDC. The valve prevents sewage from an overloaded sewer main from backing up into your basement. All newer homes should have a backflow preventer already installed. The Town recommends that this work be done by a qualified plumber or contractor.
- Have your backflow preventer checked regularly to remove any obstructions that may prevent the valve from operating properly. The Town recommends that this work be done by a qualified plumber or contractor.
- Disconnect house downspouts from storm sewers. Install splash pads to direct runoff to landscaped areas away from your home. The Town does not recommend discharging downspouts directly onto driveways or walkways.
- Install a backup sump pump system, including a battery back-up in case of a power failure. Ideally the sump pump should discharge to your yard, in an area that will drain away from your house and not adversely impact any neighboring homes or walkways.
- Seal cracks in foundation walls and basement floor.
- During high rain events try to minimize the amount of wastewater you add to the system (i.e. do not do laundry, have showers etc.). **Any water or sewage sent down your plumbing will likely end up in your basement.** Additionally, if water is backing up into your basement, **do not** attempt to pour flood waters into your sewage system (laundry tubs, tubs etc.). During flood events, the sewer system may be surcharged and not able to accept additional flows. Water from your basement should be brought outside and poured in an area that will drain away from your home.
- **Do not** pour kitchen fat, oils, or grease down the sink. Pour excess oils and fat into a re-sealable container and dispose of in the garbage when full.



## How can the Town Help?

If you are experiencing, or suspect a problem with your sanitary or storm PDC you may contact the Town to speak to the Water/Wastewater Superintendent.

## Additional Information

The above information is a brief overview of some of the possible causes and solutions for sewer backups. For additional information, please visit the following websites:

- The Institute for Catastrophic Loss Reduction <http://www.iclr.org/>  
Review the report titled "Handbook for Reducing Basement Flooding".
- Canada Mortgage and Housing Corporation, Avoiding Basement Flooding  
[http://www.cmhc-schl.gc.ca/en/co/maho/gemare/gemare\\_002.cfm](http://www.cmhc-schl.gc.ca/en/co/maho/gemare/gemare_002.cfm)

## Contact Information

For questions regarding flooding issues you have experienced, please contact:

**The Town of Amherstburg**  
**Public Works Department**  
**(519) 736-3664**



The Corporation of the  
**Town of Amherstburg**

512 SANDWICH STREET SOUTH  
AMHERSTBURG, ONTARIO  
N9V 3R2

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**RESIDENTIAL HOME FLOOD DATA SHEET**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE NO.:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

If your property experienced a recent flood, please fill out the information below and return it to:

**TOWN OF AMHERSTBURG – PUBLIC WORKS DEPARTMENT**  
512 SANDWICH STREET SOUTH  
AMHERSTBURG, ONTARIO  
N9V 3R2

For additional information, please call the Public Works Department at 519-736-3664.

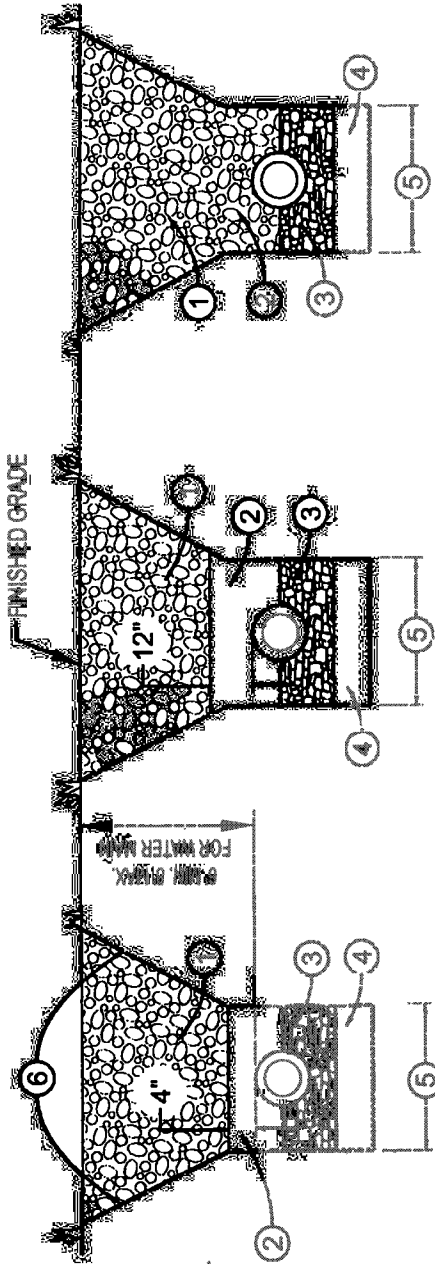
For information on recommended clean up procedures following a flood, visit the following Canada Mortgage and Housing website:

[www.cmhc-schl.gc.ca/en/co/mahp/en/em/501.cfm](http://www.cmhc-schl.gc.ca/en/co/mahp/en/em/501.cfm)

Complete the following form as accurately as possible:

Line No.	Residential Flood Information	Yes	No	Unsure
1	Are you the property owner?			
2	How long have you been at this property? _____ years			
3	To your knowledge, has the property ever flooded previously? If yes, when was the last flood? _____			
4	What day and time did you notice water in your basement? Date: _____ Time: _____			

Line No.	Residential Flood Information	Yes	No	Unsure
5	What day and time did the water recede from your basement? Date: _____ Time: _____			
6	Did the water drain on its own?			
7	What was the maximum depth of water in your basement? _____			
8	Characterize the type of water in your basement: _____ Clean                      _____ Dirty/Muddy Water _____ Sewage                      _____ Unsure			
9	Do you know what was the cause of the flood? _____ Drain Blockage _____ Rain Event _____ Malfunctioning Sump Pump _____ Power Failure / Sump Pump Had No Power _____ Foundation Leak _____ Dirty/Muddy Water _____ Other: _____			
10	Is your house equipped with a sump pump?			
11	Did the power to your house go out at all prior to or during the flooding? If yes, for how long? _____ hours			
12	Is your house equipped with a check valve or backwater valve?			
13	Do your house downspouts drain to the ground? (i.e. not connected to underground sewers)			
14	Additional Information: _____ _____ _____			



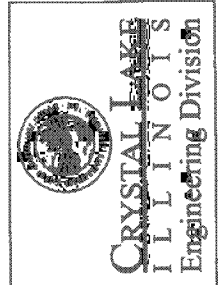
**SECTION C:**  
STORM SEWER (RCP)

**SECTION B:**  
SANITARY SEWER & SERVICES (PVC)  
STORM SEWER (PVC)  
SANITARY SEWER & WATER MAIN (HDPE)

**SECTION A:**  
WATER MAIN (DIP)  
FORCE MAIN (DIP)  
SANITARY SEWER & SERVICES (ESVP, DIP)

\* NOTE: ALL DUCTILE IRON SHALL BE SUBJECT TO POLY WRAP PER CITY ENGINEER

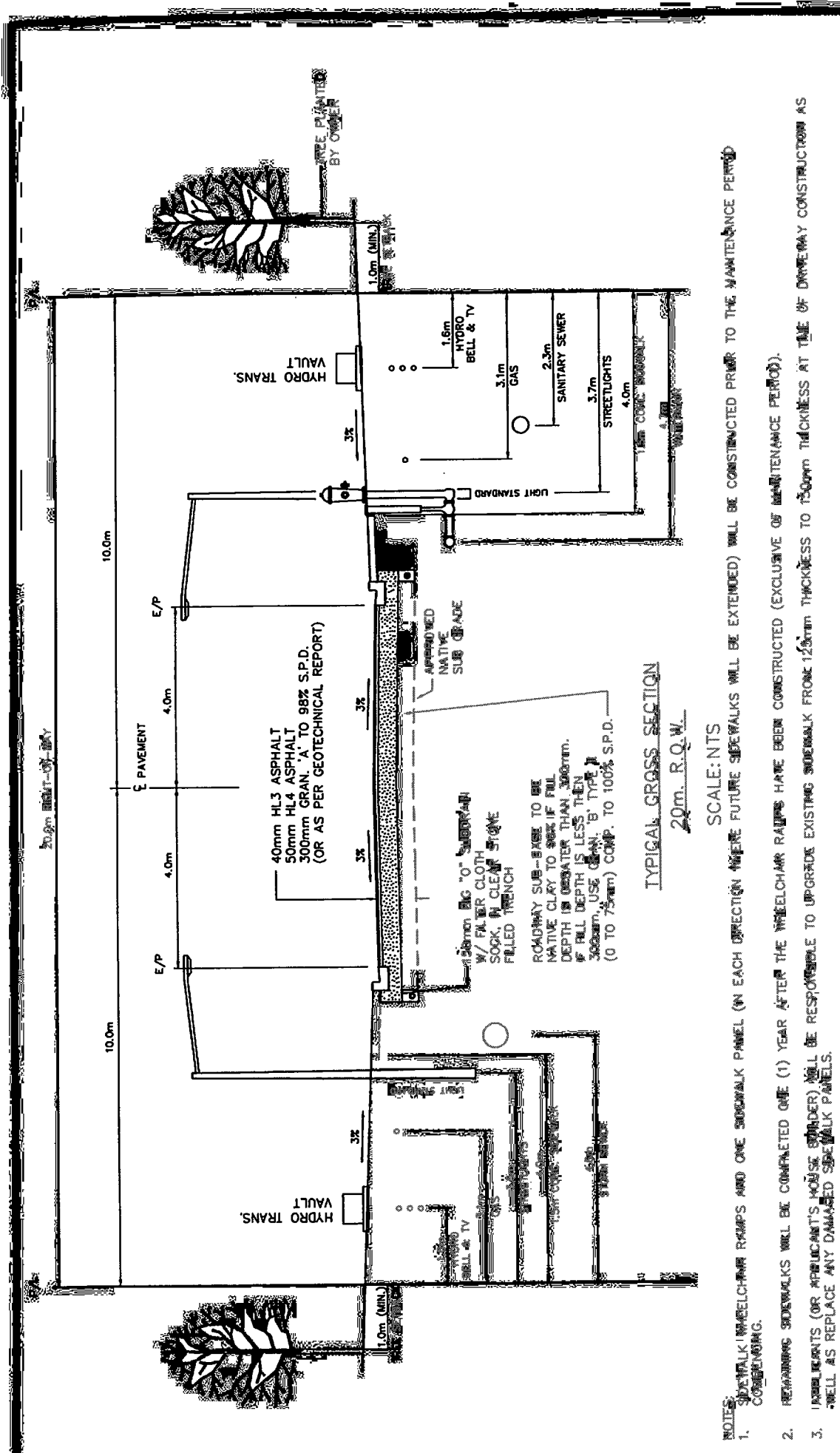
- 1 TRENCH BACKFILL TO SUBGRADE AND WITHIN 2 FEET OF PROPOSED PAVEMENT, DRIVEWAY, CURB AND GUTTER OR SIDEWALK. TRENCH BACKFILL MATERIALS SHALL BE DOT APPROVED GRADATION CA-6, GRADE 7, 8, OR 9 COMPACTED TO 90% OF STANDARD PROCTOR DENSITY. IN NON-STRUCTURAL AREAS BACKFILL WITH APPROVED EXCAVATED MATERIALS.
- 2 INITIAL BACKFILL TO DEPTH AS INDICATED. MATERIAL SHALL BE DOT APPROVED GRADATION CA-6, GRADE 7, 8, OR 9.
- 3 PIPE BEDDING SHALL BE FRACTURED GRANULAR MATERIAL NOT GRADATION CA-7 OR CA-11 FROM 4 INCHES BELOW HORIZONTAL CENTER OF PIPE.
- 4 UNSUITABLE MATERIAL TO BE REMOVED WHERE DIRECTED BY THE ENGINEER AND REPLACED WITH COMPACTED SUITABLE MATERIAL.
- 5 TRENCH WIDTH:  
PIPE O.D. + 12 INCHES MAXIMUM  
PIPE I.D. + 18 INCHES MAXIMUM
- 6 CONTRACTORS SHALL COMPLY WITH THE LATEST OSHA STANDARDS INCLUDING, BUT NOT LIMITED TO: SHIELDING AND BENCHING TRENCHING WALLS; TRENCH SUPPORT AND SHIELDING SYSTEMS; SHIELD SYSTEMS; AND HAZARDOUS ATMOSPHERES.




Drawing Number	UG-03
Date	6/11/2017
Drawn	Checked
EJM	LZ

# TYPICAL TRENCH CROSS SECTION

Approved: *Victor C. Ramirez*  
 Victor C. Ramirez, P.E.  
 Director of Engineering and Building



	<h1>TOWN OF AMHERSTBURG</h1>		<b>Date</b> 08 25 2004
	<h2>TYPICAL CROSS-SECTION FOR LOCAL ROADS</h2> <h3>20m RIGHT-OF-WAY</h3>		<b>Drawing No.</b> R1
<b>NOTES:</b>			<b>Last Revision</b> 05 12 2009
<p>1. SIDEWALK/WHEELCHAIR RAMP AND ONE SIDEWALK PANEL (IN EACH DIRECTION WHERE FUTURE SIDEWALKS WILL BE EXTENDED) WILL BE CONSTRUCTED PRIOR TO THE MAINTENANCE PERIOD COMMENCING.</p>			
<p>2. REMAINING SIDEWALKS WILL BE COMPLETED ONE (1) YEAR AFTER THE WHEELCHAIR RAMP HAS BEEN CONSTRUCTED (EXCLUSIVE OF MAINTENANCE PERIOD).</p>			
<p>3. CURB REARTS (OR APPLICANT'S HOUSE BORDER) WILL BE RESPONSIBLE TO UPGRADE EXISTING SIDEWALK FROM 150mm THICKNESS TO 150mm THICKNESS AT TIME OF DRIVEWAY CONSTRUCTION AS WELL AS REPLACE ANY DAMAGED SIDEWALK PANELS.</p>			
<p>4. SIDEWALKS WILL EXTEND STRAIGHT THROUGH AN ASPHALT PAVING STONE OR CONCRETE DRIVEWAYS (EXISTING OR NEW). FOR NON-COLOURED CONCRETE DRIVEWAYS, THE APPLICANT (OR APPLICANT'S HOUSE BUILDER) WILL DEFINE SIDEWALK ACROSS THE DRIVEWAY USING EXPANDED JOINT, GUMMY JOINT OR SPOUCET.</p>			
<p>5. SURFACE COURSE ASPHALT WILL BE PLACED WITHIN ONE YEAR OF INITIAL ACCEPTANCE OF UNDERGRADING WORKS. BASE ASPHALT AND CURB AND GUTTER AFTER THE START OF THE MAINTENANCE PERIOD AS APPROVED BY THE SUPERVISOR OF HIGHWAYS.</p>			

PROPERTY  
LINE

TEMPORARY  
CAP



5" DIA. TEE FOR TEST BALL  
(TO BE PERMANENTLY  
CAPPED AFTER TEST)

4" DIA. P.V.C.  
FLOW DIRECTION  
SLOPE: 1/8" MIN.  
2 1/2" MAX.

4" TO 5" REDUCER

SEE NOTE No.3

18" MIN.

PERMANENT  
SCREW TYPE  
CAP  
(SEE NOTES  
No.1 & 2)

3/4" CLEAR  
STONE

5" DIA. P.V.C. EXISTING  
CONNECTION TO MAINLINE

SEWER

ROAD SURFACE

NOTES:

1. P.V.C. FROM SECTION 97 THRESHED COVER BLOC TO BE INSTALLED IN UNDESIGNED AREAS. APPROX. 4'-6" BELOW GRADE. MANUFACTURED BY ADULT FITTINGS OR APPROVED EQUIV.
2. 8" GIRT FROM SQUARE FRAME AND 502 RD COVER TO BE INSTALLED IN GRAVEL DRIVEWAYS, APPROX. 4'-6" BELOW GRADE. CLEAN-OUT COVERS LOCATED IN EXISTING OR FUTURE PAVED DRIVEWAYS MUST BE INSTALLED TO MATCH GRADE. MANUFACTURED BY BUNN OR APPROVED EQUIV.
3. TEMPORARY CAP FORMED ON STUD END OF P.O.C. NOT PROPERTY. MUST TO BE REMOVED ONLY IN PRESENCE OF TOWN INSPECTOR.  
& DASHED LINES DENOTES EXISTING PIPING.
4. SOLID LINES DENOTES PROPOSED PIPING.

CLEAN-OUT DETAIL  
N.T.S.



TOWN OF AMHERSTBURG

CLEAN-OUT DETAIL

Date 08 25 2004

Drawing No.

S1

Last Revision 08 25 2004

# POTENTIAL STORM SEWER SURCHARGING:

