



**TOWN OF AMHERSTBURG  
COUNCIL MEETING  
Monday, June 23, 2014  
7:00 PM**

Council Chambers, 271 Sandwich Street South, Amherstburg

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**MINUTES**

**PRESENT**

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

Mike Phipps, Chief Administrative Officer  
Paula Parker, Deputy Clerk  
Ed Posliff, Town Solicitor

**CALL TO ORDER**

The Mayor called the meeting to order at 7:00pm.

**PRAYER**

The Deputy Clerk said prayer.

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

Councillor Sutton declared a pecuniary interest with respect to report item 8.2 regarding Grants to community groups and organizations (d) House of Shalom Youth Centre.

Councillor DiPasquale declared a pecuniary interest with respect to report item 8.2 regarding Grants to community groups and organizations (b) Amherstburg Food and Fellowship Mission

## **MINUTES OF PREVIOUS MEETING**

### **Approval of Minutes**

Councillor Pillon moved, Councillor Davies 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. Regular Council Meeting Minutes - June 9, 2014**
- 2. Special In-Camera Council Meeting Minutes - May 20, 2014**

The Mayor put the Motion.

**Motion Carried**

## **PRESENTATIONS**

### **5.1 Financial Management and Practices Review Introduction - Ministry of Municipal Affairs and Housing Representatives and Successful Consultant**

Roger Moyer and Tim Ryall, MMAH and Jamie Lanoux, Deloitte, the successful candidate for the Municipal Financial Review addressed Council with regard to the examination of finances for the Town of Amherstburg.

The CAO stated it will be an intense 3 weeks for finance staff and asked for Council's patience.

Councillor Sutton moved, Councillor Davies seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

Deputy Mayor Sutherland moved, Councillor Pillon seconded:

**That information report item 12 (a) be brought forward at this time.**

The Mayor put the Motion.

**Motion Carried**

### **5.2 Drama and Music Arts Program for Youths - Rick Daly, Sarah Pelaccia, and Kerry Brown**

Rick Daly, Sarah Pelaccia and Kerry Brown gave an overview of the new Drama and Music Arts Program to Council.

Deputy Mayor Sutherland moved, Councillor Davies seconded:

**That the presentation and information report item 12 (a) be received.**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **REPORTS – POLICE SERVICES**

No reports at this time.

## **REPORTS – COMMUNITY SERVICES**

### **7.1 Request on behalf of Amherstburg Community Services (ACS)**

Councillor Sutton moved, Councillor Pouget seconded:

**It is recommended that:**

- 1. The report from the Manager of Parks and Facilities dated June 13, 2014 regarding a Request on behalf of Amherstburg Community Services be received; and,**
- 2. Council endorse the application by Amherstburg Community Services toward obtaining a provincial grant for the purpose of constructing a storage shed and sidewalk on Town property.**

The Mayor put the Motion.

**Motion Carried Unanimously**

### **7.2 Special Occasion Entry to KNYP by Horse and Carriage**

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

**It is recommended that:**

- 1. The report from the Director of Community Services dated May 20, 2014 regarding Special Occasion Entry to Kings Navy Yard Park by Horse and Carriage be received; and,**
- 2. Council decline the plan to allow horse and carriage vendors to enter King's Navy Yard Park along a prescribed route, and on a limited basis, and only for the purpose of special occasions tied to the park's gazebo facility.**

The Mayor put the Motion.

**Motion Carried Unanimously**

**7.3 Licence of Occupation; Parks Canada Agreement for Canada Day 2014**

Councillor Sutton moved, Councillor Pillon seconded:

**It is recommended that:**

- 1. The report from the Manager of Tourism and Culture dated June 11, 2014 regarding Licence of Occupation; Parks Canada Agreement for Canada Day 2014 be received; and,**
- 2. By-law 2014-56, being a By-law to enter into an agreement between Fort Malden National Historic Site and the Corporation of the Town of Amherstburg, be read three times and finally passed and the Mayor and Clerk be authorized to sign same thereto.**

The Mayor put the Motion.

**Motion Carried Unanimously**

**REPORTS – FINANCE**

**8.1 Vacant Unit Tax Rebate Program Results**

Councillor Pillon moved, Councillor DiPasquale seconded:

**It is recommended that:**

- 1. The report from the Supervisor of Revenue dated June 9, 2014 regarding the Vacant Unit Tax Rebate Program Results be received; and,**
- 2. Council approve the rebates as presented; and,**
- 3. By-law 2014-55 being a by-law to strike taxes from the tax roll, 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 Unanimously**

**8.2 Grants to community groups and organizations**

Councillor Sutton and Councillor DiPasquale removed themselves from discussion and voting on the matter.

Deputy Mayor Sutherland moved, Councillor Pouget seconded:

**That Council not concur with the recommendation as brought forward by administration.**

The Mayor put the Motion.

**Motion Carried**

Deputy Mayor Sutherland moved, Councillor Pillon seconded:

**It is recommended that:**

- 1. The report from the Manager, Financial Services dated June 11, 2014 regarding Grants to community groups and organizations be received, and;**
- 2. Grants be approved as listed:**
  - a) Amherstburg Community Services, \$5,000.00**
  - b) Amherstburg Food and Fellowship Mission, \$1,500.00**
  - c) Amherstburg Historical Sites Association, \$6,500.00**
  - d) House of Shalom Youth Centre, \$6,500.00**
  - e) North American Black Historical Museum, \$6,500.00**
  - f) Windsor Symphony Orchestra, \$4,000.00**

**For a total of \$30,000.00**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **REPORTS – ENGINEERING AND PUBLIC WORKS**

No reports at this time.

## **REPORTS – CORPORATE AND LEGAL SERVICES**

### **10.1 Development Agreement- 40 Renaud Street- 1118409 Ontario Limited and 688079 Ontario Limited**

Councillor Pillon moved, Councillor Sutton seconded:

**It is recommended that:**

- 1. The report from the Manager of Planning and Development Services dated May 14, 2014 regarding a Development Agreement- 40 Renaud Street 1118409 and 688079 Ontario Limited be received; and,**
- 2. Council approve the Site Plan and Agreement for 40 Renaud Street; and,**

3. **By-law 2014-54 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 same.**

The Mayor put the Motion.

**Motion Carried Unanimously**

**10.2 Development Agreement- 265 Concession 3 N- 1710690 Ontario Inc.**

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**It is recommended that:**

1. **The report from the Manager of Planning and Development Services dated June 12, 2014 regarding a Development Agreement for 265 Concession 3 N with 1710690 Ontario Inc. be received; and,**
2. **Council approve the Site Plan and Development Agreement for 265 Concession 3 N; and,**
3. **By-law 2014-52 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 same.**

The Mayor put the Motion.

**Motion Carried Unanimously**

**10.3 Removal of Holding Zone for 265 Concession 3 N, from 1710690 Ontario Incorporated (Loris Collavino)**

Councillor DiPasquale moved, Councillor Sutton seconded:

**It is recommended that:**

1. **The report from the Manager of Planning and Development Services dated June 10, 2014 regarding the Removal of a Holding Zone for 265 Concession 3 N from 1710690 Ontario Incorporated (Loris Collavino) be received; and,**
2. **Council approve the application from 1710690 Ontario Inc. (Loris Collavino) for the Removal of the Holding Zone for property at Part of Part 1, Plan 12R-23428, being Part of Lot 2, Concession 3, municipally known as 265 Concession 3N; and,**
3. **By-law 2014-53 being a by-law to amend Zoning By-law 1999-52, as amended 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 Unanimously**

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

### **11.1 2014 Municipal Election - Advance Voting Days**

Councillor Pouget moved, Deputy Mayor Sutherland seconded:

**It is recommended that:**

- 1. The report from the Manager of Council Services and Risk Management/Deputy Clerk dated June 12, 2014 regarding 2014 Municipal Election – Advance Voting Days be received; and,**
- 2. By-law 2014-16 being a by-law to provide for advance votes to be held prior to voting day be taken as having been read three (3) times and finally passed and the Mayor and Clerk be authorized to sign same.**

The Mayor put the Motion.

**Motion Carried Unanimously**

### **11.2 2014 Municipal Election - Reduced Hours of Voting at Long Term Care Facilities and Seniors Residence**

Councillor Sutton moved, Councillor Davies seconded:

**It is recommended that:**

- 1. The report from the Manager of Council Services and Risk Management/Deputy Clerk dated June 12, 2014 regarding 2014 Municipal Election – Reduced Hours of Voting at Long Term Care Facilities and Seniors Residence be received; and,**
- 2. By-law 2014-15 being a by-law to provide for reduced hours of voting in institutions and retirement homes be taken as having been read three (3) times and finally passed and the Mayor and Clerk be authorized to sign same.**

The Mayor put the Motion.

**Motion Carried Unanimously**

### **11.3 Conservation and Energy Demand Management Plan**

Councillor DiPasquale moved, Councillor Pillon seconded:

It is recommended that:

1. The report from the Manager of Economic Development and Strategic Asset Planning dated June 9, 2014 regarding the conservation and energy demand management plan be received.
2. The conservation and energy demand management plan be used as a basis for required Province of Ontario reporting in response to the Green Energy Act, Ontario Regulation 397/11;
3. The future energy conservation measures and sustainability initiatives as identified in the Conservation and Energy Demand Management Plan be undertaken subject to the annual approval of capital and operating budgets and forecasts.

The Mayor put the Motion.

**Motion Carried Unanimously**

#### 11.4 Drainage – 753/757 Front Rd North

Deputy Mayor Sutherland moved, Councillor Davies seconded:

It is recommended that:

1. The report from the Chief Administrative Officer regarding Drainage at 753/757 Front Rd North dated June 15, 2014, be received; and,
2. Administration be authorized to proceed with drainage improvements on Lot 7, Plan 12M-373 (1 Whelan Dr) subject to receipt of a letter of release from the owners of 753 and 757 Front Rd North; and,
3. The costs associated with the drainage improvements be taken from the Town's Insurance Reserve.

The Mayor put the Motion.

**Motion Carried Unanimously**

#### 11.5 County Wide Active Trail System County Road 20 & County Road 5 Facility Type Upgrade

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

It is recommended that:

1. The report from the Manager of Economic Development and Strategic Asset Planning dated June 11, 2014 regarding the County Wide Active Trail



**System County Road 20 & County Road 5 Facility Type Upgrade be received, and;**

- 2. Council approve the upgrade of segment AMH-13 and AMH-14 from signed only to paved shoulder facilities in the CWATS master plan.**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **INFORMATION REPORTS**

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

Councillor Pillon requested that the Town's CBO speak to the erroneous information reported by the media pertaining to building permits for May. The CBO stated that there had been no media contact with the building department and the permit information reported for the Town of Amherstburg on CBC was in fact incorrect.

**That the information reports be received.**

- a) Drama and Music Arts Program for Youth *(as dealt with above)***
- b) Building Department Activities January 2014 to June 11, 2014**
- c) Great Lakes Guardian Community Fund Application for Big Creek Watershed Reforestation Project**
- d) Accounts Paid for the Period of May 27, 2014 to June 8, 2014**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **CONSENT CORRESPONDENCE**

Councillor Sutton moved, Councillor Pillon seconded:

**That the consent correspondence be received.**

- a) Community Living - 6th Annual Municipal Cup Challenge**
- b) Notice of Open House and Complete Applications RE: Marihuana for Medical Purposes Regulations**

The Mayor put the Motion.

**Motion Carried**

## **UNFINISHED BUSINESS**

Unfinished Business items as of Monday, June 23, 2014

Councillor Sutton inquired on the progress of the long term debt reduction and financial strategy. The CAO stated that information was being linked to the report from the Director of Community Services regarding Service Delivery.

Councillor Pouget requested that the roads report be added back to the unfinished business list.

Councillor DiPasquale inquired on progress of the Media Relations Policy. The CAO advised that it was drafted and planned on bringing the report forward to the next regular meeting.

Councillor DiPasquale inquired on the progress of the smoke by-law. The CAO also advised that this was drafted and a public meeting for input was being planned.

## **NEW BUSINESS**

Councillor Pouget moved, Councillor

**That Council direct building administration to contact the media to provide accurate information regarding building permits.**

The Mayor put the Motion.

**Motion Carried Unanimously**

## **NOTICES OF MOTION**

There were no Notices of Motion.

## **BY-LAWS**

### **17.1 Confirmatory By-law**

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

**That By-law 2014-58 being a by-law to confirm all resolutions of the Municipal Council Meetings held on June 23, 2014 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 Unanimously**

**ADJOURNMENT**

Deputy Mayor Sutherland moved, Councillor DiPasquale seconded:

**That Council rise and adjourn at 8:31 p.m.**

The Mayor put the Motion.

**Motion Carried Unanimously**

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MAYOR – WAYNE HURST

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CLERK – PAULA PARKER