



**TOWN OF AMHERSTBURG
COUNCIL MEETING
MINUTES**

**Monday, October 25, 2021
6:00 P.M.**

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

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

Staff Present Tony Haddad, Interim Chief Administrative Officer
Valerie Critchley, Interim Director of Legislative Services & Clerk
Kevin Fox, Acting Deputy Clerk

1. CALL TO ORDER

The Mayor called the meeting to order at 6:01 p.m.

2. ROLL CALL

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

(Public Council Meeting Agenda Items)

There were no disclosures of pecuniary interest noted.

4. LAND ACKNOWLEDGEMENT

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

5. MINUTES OF PREVIOUS MEETING

5.1 Regular Council Meeting Minutes - September 13, 2021

5.2 Special Council Meeting Minutes - September 16, 2021

Resolution # 20211025-322

Moved By Deputy Mayor Meloche

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:

1. Regular Council Meeting Minutes – September 13, 2021

2. Special Council Meeting Minutes – September 16, 2021

Motion Carried

6. DELEGATIONS

6.1 Heritage White Paper - THRIVE Group

Resolution # 20211025-323

Moved By Councillor Renaud

Seconded By Councillor McArthur

That the delegation BE RECIEVED.

Motion Carried

7. PRESENTATIONS

**7.1 Community Safety and Well Being Plan (CSWB) - Leonardo Gil,
Social Policy and Planning Division, City of Windsor**

Resolution # 20211025-324

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That the delegation BE RECEIVED.

Motion Carried

Resolution # 20211025-325

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

Item 12.2 was moved forward.

That the Council of the Town of Amherstburg AUTHORIZE Essex County Council to approve the Windsor-Regional Community Safety and Well-Being Plan and any subsequent reports as required on behalf of the municipality.

Motion Carried

8. REPORTS – CORPORATE SERVICES

8.1 Amendments to the Annual Vacation – Non Union Policy

Resolution # 20211025-326
Moved By Deputy Mayor Meloche
Seconded By Councillor Prue

That the Annual Vacation – Non Union Policy BE AMENDED as detailed in the report of October 5, 2021, entitled Amendments to the Annual Vacation – Non Union Policy.

Motion Carried

9. REPORTS – COMMUNITY & PROTECTIVE SERVICES

There are no reports.

10. REPORTS – INFRASTRUCTURE SERVICES

10.1 Kingsbridge Subdivision - Knobb Hill Drive Phase 2 (Whelan Avenue to Welsh Avenue) - Assumption of Infrastructure

Resolution # 20211025-327
Moved By Councillor Simone
Seconded By Councillor Renaud

That:

- 1. The recommendations in the letter regarding Kingsbridge Development Knobb Hill Drive Phase 2 dated October 7, 2021 from the consulting engineer, Baird AE BE ACCEPTED; and,**
- 2. The surface asphalt for Kingsbridge Subdivision - Knobb Hill Drive Phase 2 (Whelan Avenue to Welsh Avenue) BE ACCEPTED and ASSUMED**

Motion Carried

10.2 Kingsbridge Subdivision Phase 7A/9A - Acceptance and Assumption of Infrastructure – Placement of Infrastructure on Maintenance

Resolution # 20211025-328
Moved By Deputy Mayor Meloche
Seconded By Councillor McArthur

That:

- 1. The recommendations in the letter regarding Kingsbridge Development Phase 7A/9A dated October 7, 2021 from the consulting engineer, Baird AE BE ACCEPTED;**
- 2. The base asphalt and curbs for Kingsbridge Subdivision – Phase 7A/9A BE ACCEPTED and ASSUMED; and,**
- 3. The surface asphalt BE PLACED on a 1-year maintenance period, commencing October 5, 2021.**

Motion Carried

10.3 Kingsbridge Subdivision Phase 8A - Acceptance and Assumption of Infrastructure

Resolution # 20211025-329

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That:

- 1. The recommendations in the letter regarding Kingsbridge Development Phase 8A dated October 7, 2021 from the consulting engineer, Baird AE BE ACCEPTED;**
- 2. The surface asphalt along Lavers Crescent from Brown Street northerly, Mullen Crescent, Patten Crescent and Davis Street BE ACCEPTED AND ASSUMED as outlined in the report; and,**
- 3. The sidewalk along Lavers Crescent from Brown Street northerly, BE ACCEPTED AND ASSUMED as outlined in the report.**

Motion Carried

10.4 Placement of Underground Infrastructure, Curbs and Base Asphalt on Maintenance – Kingsbridge Subdivision Phase 10B-D

Resolution # 20211025-330

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That:

- 1. The recommendations in the letter regarding Kingsbridge Development Phase 10B-D dated October 7, 2021 from the consulting engineer, Baird AE BE ACCEPTED; and,**
- 2. The underground infrastructure, base asphalt and curbs for Kingsbridge Subdivision Phase 10B-D BE PLACED on a 1-year maintenance period, commencing October 5, 2021.**

Motion Carried

10.5 Kingsbridge Subdivision Phase 10C - Placement of Underground Infrastructure, Curbs and Base Asphalt on Maintenance

Resolution # 20211025-331

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That:

- 1. The recommendations in the letter regarding Kingsbridge Development Phase 10C dated October 7, 2021 from the consulting engineer, Baird AE BE ACCEPTED; and,**
- 2. The underground infrastructure, base asphalt and curbs for Kingsbridge Subdivision Phase 10C BE PLACED on a 1-year maintenance period, commencing October 5, 2021.**

Motion Carried

10.6 Kingsbridge Subdivision Phase 9B – Acceptance and Assumption of Underground Infrastructure, Curbs and Base Asphalt – Surface Asphalt on Maintenance

Resolution # 20211025-332

Moved By Deputy Mayor Meloche

Seconded By Councillor Renaud

That:

1. The recommendations in the letter regarding Kingsbridge Development – Phase 9B dated October 7, 2021 from the consulting engineer, Baird AE BE ACCEPTED;
2. The underground infrastructure, base asphalt and curbs for Kingsbridge Subdivision – Phase 9B BE ACCEPTED AND ASSUMED; and,
3. The surface asphalt BE PLACED on a 1-year maintenance period, commencing October 5, 2021.

Motion Carried

11. REPORTS - PLANNING & DEVELOPMENT SERVICES

11.1 Zoning By-law Amendment- 7751 Howard Avenue

Resolution # 20211025-333

Moved By Councillor Prue

Seconded By Councillor McArthur

That:

1. By-law 2021-056 being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known 7751 Howard Avenue, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

Motion Carried

12. REPORTS - CAO's OFFICE

12.1 Policy Amendments

Resolution # 20211025-334

Moved By Councillor Prue

Seconded By Councillor Simone

That:

1. The following policies BE AMENDED as detailed in the report of October 18, 2021:
 - a. The Corporate Cheque Acceptance Policy;
 - b. The Corporate Cheque Issuance Policy; and,
 - c. The Rural Mailbox Policy.

Motion Carried

12.2 Community Safety and Well-Being Plan

As dealt with above with Item 7.1.

Resolution # 20211025-335

Moved By Deputy Mayor Meloche

Seconded By Councillor Simone

That:

1. The Council of the Town of Amherstburg AUTHORIZE Essex County Council to approve the Windsor-Essex Regional Community Safety and Well-Being Plan and any subsequent reports as required on behalf of the municipality.

Motion Carried

13. INFORMATION REPORTS

13.1 Monthly Fire Department Activity Report-September 2021

Resolution # 20211025-336

Moved By Councillor Prue

Seconded By Councillor Renaud

That:

1. The September 2021 monthly activity reports for Fire Services from the Fire Chief BE RECEIVED for information.

Motion Carried

14. CONSENT CORRESPONDENCE

14.1 Support for Open Air - Amherstburg Chamber of Commerce

14.2 Good Roads Board of Directors Call for Nominations

14.3 AMO Policy Update - OMPF Allocations and LTC Development Call

14.4 Ontario Energy Board Notice to Customers of Enbridge Gas Inc.

Resolution # 20211025-337

Moved By Councillor McArthur

Seconded By Councillor Courtney

That the following consent correspondence BE RECEIVED:

- 1. Support for Open Air – Amherstburg Chamber of Commerce**
- 2. Good Roads Board of Directors Call for Nominations**
- 3. AMO Policy Update – OMPF Allocations and LTC Development Call**
- 4. Ontario Energy Board Notice to Customers of Enbridge Gas Inc.**

Motion Carried

15. CORRESPONDENCE

15.1 Town of Tecumseh Resolution in Support of Reliable Broadband High Speed Internet Service

Resolution # 20211025-338

Moved By Councillor Prue

Seconded By Councillor McArthur

That:

- 1. The Town of Amherstburg SUPPORT the resolutions of the Town of Essex and the Tecumseh regarding Rural Broadband High Speed Internet Access and calling upon the Province of Ontario to deem broadband internet as an essential service and to provide support to all municipalities so that all residents of Ontario can have access to broadband as an integral part of their daily lives;**

2. A letter requesting support BE SENT to the Honorable Doug Ford, Premier of Ontario, the Association of Municipalities of Ontario (AMO) and all local municipalities;
3. The Towns' of Tecumseh and Essex resolutions BE CIRCULATED to the Rural Broadband Advisory Committee for information.

Motion Carried

16. **CONSENT OTHER MINUTES**

There are no consent minutes.

17. **OTHER MINUTES**

17.1 **Amherstburg Environmental Advisory Committee Meeting Minutes - September 21, 2021**

Resolution # 20211025-339

Moved By Councillor Prue

Seconded By Councillor Simone

That:

1. The Amherstburg Environmental Advisory Committee Meeting Minutes of September 21, 2021 BE RECEIVED;
2. That Council ENDORSE the use of any type of renewal energies that can be incorporated into existing buildings and the incorporation of renewable energies into any new builds that the municipality shall undertake to construct;
3. Administration BE DIRECTED to investigate what local and comparator municipalities are doing regarding providing environmental implications of their recommendations; and,
4. The Adopt-a-Highway County Program BE ENDORSED by Council and seek enhancements in areas near waterways, such as, creeks, drainage and the lake.

Motion Carried

17.2 **Economic Development Advisory Committee Meeting Minutes - October 7, 2021**

Resolution # 20211015-340

Moved By Councillor Prue

Seconded By Councillor Simone

That:

1. **The Economic Development Advisory Committee Meeting Minutes of October 7, 2021 BE RECEIVED;**
2. **When developing a new structure for the Town of Amherstburg Administration BE DIRECTED that it include a position for a qualified Economic Development Officer and that the same BE REFERRED to the 2022 Budget Deliberations;**
3. **Funding to support the creation of an Economic Development Officer position BE INCLUDED in the budget deliberations for 2022;**
4. **Should the proposed Economic Development Officer position be approved in the 2022 Operating Budget, the position SERVE as the staff liaison to the Economic Development Advisory Committee;**
5. **The Proposed 2022 Budget INCLUDE funding to create an actionable business plan for the Belle Vue building and property; and,**
6. **Funding BE PROPOSED in the 2022 budget to provide safe public access (in phases if necessary) for the increased visibility of the Belle Vue.**

Motion Carried

17.3 Economic Development Advisory Committee Meeting Minutes - October 19, 2021

Resolution # 20211025-341

Moved By Councillor Renaud

Seconded By Councillor McArthur

That:

1. **The Economic Development Advisory Committee Meeting Minutes of October 19, 2021 BE RECEIVED;**
2. **Administration BE DIRECTED to reach out to Diageo and Wolfhead Distilleries within one month regarding what may be**

required to expand operations or facilitate the success of their business;

3. **A position BE CONSIDERED in the 2022 Budget Deliberations for a Communications Officer for the Town of Amherstburg to enhance the promotion, marketing and support of Amherstburg's local businesses as recommended in the Service Delivery Review; and,**
4. **A Business Development Process BE CREATED and mapped for businesses interested in the Town of Amherstburg to be dealt with in a timely manner by Administration to ensure success in securing new business opportunities.**

Motion Carried

18. UNFINISHED BUSINESS

1. Councillor Prue asked that staff review the Unfinished Business List and provide an update on the status of the outstanding items.

The Interim CAO advised that Administration is actively working through the list and that updates will be provided to Council in the near future.

19. NEW BUSINESS

1. Councillor Prue asked about the timeline to move the Golden Age Club to the HUB facility and was advised by the Director of Community and Protective Services that a report will be coming forward to Council shortly.
2. Councillor Prue asked if anything can be done to alleviate bright roof lights on the Walmart building and Administration advised that the issue will be investigated.
3. Councillor Prue asked what steps were being taken to amend COVID-19 meeting protocols given that the Province of Ontario recently announced plans to relax some restrictions. The Interim CAO advised that a report on the matter will be brought forward at the next meeting of Council.

20. **BY-LAWS**

20.1 **By-law 2021-066 - Appoint Treasurer**

20.2 **By-law 2021-064 - Appoint Clerk and Deputy Clerks**

20.3 **By-law 2021-063 - Confirmatory By-law**

Resolution # 20211025-342

Moved By Councillor Prue

Seconded By Deputy Mayor Meloche

That the following By-laws BE ADOPTED:

1. **By-law 2021-066 – Appoint Treasurer**
2. **By-law 2021-058 – Appoint Clerk and Deputy Clerks**
3. **By-law 2021-063 – Confirmatory By-law**

Motion Carried

21. **ADJOURNMENT**

Resolution # 20211025-343

Moved By Councillor Courtney

Seconded By Councillor Renaud

That Council rise and adjourn at 8:35 p.m.

Motion Carried



MAYOR – Aldo DiCarlo



CLERK – Valerie Critchley

