



**TOWN OF AMHERSTBURG  
SPECIAL COUNCIL MEETING**

**Monday, July 25, 2022  
3:00 PM**

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

**MINUTES**

**PRESENT**

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

Valerie Critchley, CAO & Director, Legislative Services/Clerk  
Kevin Fox, Deputy Clerk

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**CALL TO ORDER**

The Mayor called the meeting to order at 3:00 p.m.

**NATIONAL ANTHEM**

**ROLL CALL**

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

There were no disclosures of pecuniary interest noted.

## **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.

## **PRESENTATIONS**

### **6.1 KPMG Review – Karen Grogan, Tyler Reavell and Rachel Feeney**

Resolution # 20220725-01

**Moved By** L. Meloche  
**Seconded By** Councillor Simone

**That:**

- 1. The presentation BE RECEIVED; and,**
- 2. Administration REPORT back on the recommendations as soon as possible.**

The Mayor put the Motion.

**Motion Carried**

## **REPORTS – CORPORATE SERVICES**

### **7.1 New Policy – Disconnecting from Work**

Resolution # 20220725-02

**Moved By** Councillor Prue  
**Seconded By** Deputy Mayor Meloche

**That the Disconnecting from Work Policy BE APPROVED as recommended in the report from the Manager of Human Resources dated July 14, 2022.**

The Mayor put the Motion.

**Motion Carried**

## **7.2 Policy Amendments – Vaccination Policy**

Resolution # 20220725-03

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That the Vaccination Policy BE AMENDED as recommended in the report from the Manager of Human Resources dated July 5, 2022.**

The Mayor put the Motion.

**Motion Carried**

## **REPORTS - PARKS, FACILITIES, RECREATION & CULTURE**

### **8.1 Kings Navy Yard Park Extension – Phase 1 Shoreline Improvements**

**Moved By** Councillor McArthur  
**Seconded By** Councillor Prue

**That:**

- 1. Council DIRECT Administration to proceed with a standard RFP for the preparation of full construction tender documents, ministry approvals, contract administration and all construction for phase one (1) to stabilization of the shoreline along the old Duffy's property also known as 290, 296 and 306 Dalhousie Street as outlined in the Municipal Class Environmental Assessment completed in July 2019;**
- 2. Council APPROVE a pre-commitment of funding for Phase one (1) shoreline work at 290, 296 and 306 Dalhousie Street to an upset limit of \$2,000,000 from the General Reserve Fund in order to complete all design and construction work for Phase one (1) shoreline improvements as outlined in the Municipal Class Environmental Assessment, satisfactory in form to the Chief Administrative Officer, in**

Financial content to the Director of Corporate Services and in technical content to the Director of Parks, Facilities, Recreation and Culture;

3. The Mayor and Clerk BE AUTHORIZED to sign a contract with the successful low bid in accordance with the Town's Purchasing By-law in order to perform all work associated with the design and construction of Phase one (1) shoreline improvements for the property located at 290, 296 and 306 Dalhousie Street as outlined in the report, satisfactory in form to the Chief Administrative Officer, in Financial content to the Director of Corporate Services and in technical content to the Director of Parks, Facilities, Recreation and Culture;
  
4. The Chief Administrative Officer BE AUTHORIZED to sign and execute any such agreements, declarations or approvals required to fully execute the scope of work for Phase one (1) – Shoreline Improvements, satisfactory in financial content to the Chief Financial Officer, and in technical content to the Director of Parks, Facilities, Recreation and Culture;
  
5. Council DELEGATE authority to the Chief Administrative Officer to award and issue purchase orders and or sign and execute any agreements as may be required for the necessary services to execute the scope of work for Phase one (1) – shoreline improvement located at 290, 296, and 306 Dalhousie Street.

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 Failed**

Resolution # 20220725-04

**Moved By** Councillor Prue  
**Seconded By** Deputy Mayor Meloche

**That the report entitled Kings Navy Yard Park Extension – Phase 1 Shoreline Improvements BE RECEIVED.**

The Mayor put the Motion.

**Motion Carried**

## **8.2 Malden Park Shelter – Award of Tender**

Resolution # 20220725-05

**Moved By** Councillor Simone

**Seconded By** Councillor Prue

**That:**

- 1. The Malden Park Shelter RFP BE AWARDED to New World Park Solutions Inc. in an amount of \$129,985.13 plus HST; and,**
- 2. The Treasurer BE AUTHORIZED to execute a Purchase Order to New World Park Solutions Inc. for \$129,985.13 plus HST, satisfactory in form to the Clerk, in technical content to the Director of Parks, Facilities, Recreation and Culture and in financial content to the Director of Corporate Services.**

The Mayor put the Motion.

**Motion Carried**

## **8.3 Skate Park – Contract Award**

Resolution # 20220725-06

**Moved By** Councillor McArthur

**Seconded By** Councillor Simone

**That:**

- 1. The Mayor and CAO BE AUTHORIZED to execute a design build Agreement with The Canadian Ramp Company inclusive of design tender drawings and partial construction of phase 1 to an upset limit of \$240,000 plus HST, satisfactory in form to the Clerk, in technical content to the Director of Parks, Facilities, Recreation and Culture and in financial content to the Director of Corporate Services;**
- 2. Council APPROVE that future phases of the Skate Park be awarded to The Canadian Ramp Company should additional funding be identified;**

3. **The Mayor and CAO BE AUTHORIZED to sign all future agreements, change orders and contracts required to execute additional phases of the design build contract pending capital budget approval.**

The Mayor put the Motion.

**Motion Carried**

#### **8.4 Libro Trail Tender No. 2022-031**

Resolution # 20220725-07

**Moved By** Councillor Simone

**Seconded By** Councillor Prue

**That:**

1. **Council APPROVE an over expenditure for the Libro Trail project in the amount of \$170,000 funded from the Reserve Fund General New Capital in order to cover the cost of the project;**
2. **The Mayor and CAO BE AUTHORIZED to sign a contract with the lowest compliant bidder 1752336 Ontario Limited for the Libro Trail Project in the amount of \$543,552.60 satisfactory in form to the Clerk, in technical content to the Director of Parks, Facilities, Recreation and Culture and in financial content to the Director of Corporate Services.**

The Mayor put the Motion.

**Motion Carried**

#### **9.0 REPORTS – ENGINEERING & INFRASTRUCTURE SERVICES**

*There are no reports.*

#### **10.0 REPORTS – DEVELOPMENT SERVICES**

*There are no reports.*

#### **11.0 REPORTS – CAO's OFFICE**

*There are no reports.*

**12.0 INFORMATION REPORTS**

Resolution # 20220725-08

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Simone

**That the following reports BE RECEIVED:**

- 12.1 Amherstburg Accessibility Advisory Committee Achievements in 2021 and Objectives for 2022**
- 12.2 2nd Quarter Fire Department Activity Report – April, May and June 2022**

The Mayor put the Motion.

**Motion Carried**

**13.0 CONSENT CORRESPONDENCE**

Resolution # 20220725-09

**Moved By** Councillor Renaud  
**Seconded By** Councillor Simone

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

- 13.1 Essex Region Conservation Authority (ERCA) – 2021 Audited Financial Statements**
- 13.2 Expanding Amber Alert System – Hastings County Council**

The Mayor put the Motion.

**Motion Carried**

#### **14.0 SPECIAL IN-CAMERA MEETING**

Resolution # 20220725-10

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Renaud

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

##### **Item A – Labour Relations and Employee Negotiations**

- **Section 239(2)(d) – Labour relations and employee negotiations.**

The Mayor put the Motion.

**Motion Carried**

#### **15.0 ADJOURNMENT OF SPECIAL IN-CAMERA MEETING**

#### **16.0 RESUMPTION OF SPECIAL COUNCIL MEETING**

Resolution # 20220725-11

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Prue

**That Council resume Special session at 5:20 p.m.**

The Mayor put the Motion.

**Motion Carried**



**17.0 REPORT OUT FROM SPECIAL IN-CAMERA COUNCIL MEETING**

Resolution # 20220725-12

**Moved By** Deputy Mayor Meloche  
**Seconded By** Councillor Renaud

**That the Volunteer Firefighters remuneration and working conditions (Town of Amherstburg Volunteer {Paid on Call} Firefighters Wages and Benefit Agreement) for the period of June 1, 2022 through November 30, 2025 BE APPROVED as recommended in the report from the Manager of Human Resources dated July 11, 2022.**

The Mayor put the Motion.

**Motion Carried**

**18.0 ADJOURNMENT**

**Moved By** Councillor Courtney  
**Seconded By** Councillor Renaud

**That Council rise and adjourn at 5:21 p.m.**

The Mayor put the Motion.

**Motion Carried**

  
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MAYOR – ALDO DICARLO

  
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DEPUTY CLERK – KEVIN FOX