



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING
MINUTES**

**Monday, April 22, 2024
6:00 P.M.**

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

PRESENT Mayor Michael Prue
Deputy Mayor Chris Gibb
Councillor Molly Allaire
Councillor Donald McArthur
Councillor Diane Pouget
Councillor Linden Crain
Councillor Peter Courtney

STAFF PRESENT Valerie Critchley, CAO
Kevin Fox, Clerk
Sarah Sabihuddin. Deputy Clerk

1. CALL TO ORDER

The Mayor called the meeting to order at 6:00 p.m.

2. NATIONAL ANTHEM

3. ROLL CALL

4. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

(Public Council Meeting Agenda Items)

Councillor Crain declared a conflict for item 20.1.8 as he is employed by an individual impacted directly by the drain improvements.

Councillor Allaire declared a conflict in regards to item 15.1 the mind, body and soul event because she is part organizer with the group organizing the event.

5. 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.

6. REPORT OUT FROM IN-CAMERA SESSION

No report out.

7. MINUTES OF PREVIOUS MEETING

Moved By Deputy Mayor Gibb

Seconded By Councillor Allaire

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:

7.1 In-Camera Council Meeting Minutes (PUBLIC) - March 25, 2024

7.2 In-Camera Council Meeting Minutes (CONFIDENTIAL) - March 25, 2024

7.3 Special Council Meeting - Planning at 4:00 April 9, 2024

7.4 Special Council Meeting - Planning at 5:00 April 9, 2024

The Mayor put the Motion.

Motion Carried.

8. RECOGNITIONS

8.1 Award Presentation: District Chief Jason Durocher - Professional Qualification of Fire Officer IV

9. DELEGATIONS

9.1 Delegation Item #16.1 K. Walter Ranta Park Proposed Boat Ramp - Rodney Ferriss

Moved By Deputy Mayor Gibb

Seconded By Councillor Courtney

That:

1. The delegation **BE RECEIVED**, and,
2. Item 16.1 **BE BROUGHT** forward.

The Mayor put the Motion.

Motion Carried.

Resolution: 20240222-001

Moved By Councillor Courtney

Seconded By Councillor Allaire

1. Administration **BE DIRECTED** to proceed with Option 1 as identified in the report of April 22, 2024, entitled, "Information Report for K. Walter Ranta Park Proposed Boat Ramp";
2. Administration continue to **INVESTIGATE** alternative funding sources and grant opportunities for K. Walter Ranta Memorial Park;
3. The remaining amount of \$139,000 set aside for K. Walter Ranta Memorial Park **BE USED** towards studies, public consultations and other items to move this project forward.

The Mayor put the Motion.

Motion Carried.

Moved By Councillor Courtney
Seconded By Deputy Mayor Gibb

That Council **RECESS** for 5 minutes at 7:17 p.m.

The Mayor put the Motion.

Motion Carried.

Moved By Deputy Mayor Gibb
Seconded By Councillor Courtney

That Council **RESUME** at 7:22 p.m.

The Mayor put the Motion.

Motion Carried.

**9.2 Delegation Item #15.1 - Amherstburg Mind Body and Soul Event -
Linda DiPasquale**

Moved By Deputy Mayor Gibb
Seconded By Councillor Pouget

That:

1. The delegation **BE RECEIVED**; and,
2. Item 15.1 **BE BROUGHT** forward.

The Mayor put the Motion.

Motion Carried.

15.1 2024 Special Events Approval-Part 3

Moved By Councillor Courtney
Seconded By Deputy Mayor Gibb

That the question **BE DIVIDED** into two separate parts, so that 4B may be considered and voted on separately.

The Mayor put the Motion.

Motion Carried.

Resolution: 20240222-002

Moved By Councillor McArthur

Seconded By Councillor Pouget

1. The following events **BE APPROVED**:

- Amherstburg Ribfest 2024 – June 13th – Jun 16th, 2024
- Mind, Body and Soul – July 20th, 2024
- Art Crawl 2024 – July 20th – 21st, 2024
- Amherstburg’s Gone Car Crazy – July 28th, 2024
- Canada Day – July 1st, 2024
- Shop Local Halloween Market – October 26th, 2024
- Ribs & Ragtime – June 8th, 2024
- Bob Meloche Fishing Derby – June 16th, 2024

2. An exemption from table number 3-1(2) of Noise By-law #2001-43 with respect to the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers to allow for music **BE GRANTED** for the following events:

- Ribs & Ragtime – June 8th, 2024
- Canada Day – July 1st, 2024
- Amherstburg’s Gone Car Crazy – July 28th, 2024
- Art Crawl 2024 – July 20th & July 21st, 2024
- Mind, Body and Soul – July 20th, 2024
- Amherstburg Ribfest 2024 – June 13th – June 16th, 2024

3. The following events **BE EXEMPT and PERMITTED** for road closures to begin prior to 5pm:

- Amherstburg’s Gone Car Crazy – July 28th, 2024
- Ribs & Ragtime – June 8th, 2024
- Amherstburg Ribfest – June 13th – June 16th, 2024
- Canada Day – July 1st, 2024

4. The fee waiver request **BE APPROVED** as follows:

- Amherstburg Ribfest – June 13th – June 16th, 2024 (Road Closure Fee \$250)

5. The Public Events Committee **BE DIRECTED** to confirm that the requirements identified by the Committee are met prior to the event.

The Mayor put the Motion.

Motion Carried.

Resolution: 20240222-003

Moved By Councillor McArthur

Seconded By Councillor Pouget

The fee waiver request **BE APPROVED** as follows:

Mind, Body and Soul – July 20th, 2024 (Libro Rental Fee (\$4,885.82))

The Mayor put the Motion.

Motion Carried.

10. PRESENTATIONS

11. REPORTS – CORPORATE SERVICES

11.1 Internet Purchase Exchange Location

Resolution: 20240222-004

Moved By Councillor Crain

Seconded By Councillor Pouget

That:

1. The Chief Administrative Officer, or designate, **BE AUTHORIZED** to purchase and install equipment and signage in the parking lot adjacent to 532 Sandwich St. South to facilitate and authorize the creation of an Internet Purchase Exchange Location as noted in the report of April 22, 2024;
2. A transfer from the Tax Stabilization Reserve Fund not to exceed \$4,500 (plus HST) **BE AUTHORIZED.**

3. A pre-approval for the 2025 Operating Budget and future budgets of \$1,000 to IT – Computer Maintenance **BE AUTHORIZED**.

The Mayor put the Motion.

Motion Carried.

12. REPORTS - PARKS, RECREATION, FACILITIES AND CULTURE

There are no Reports.

13. REPORTS - INFRASTRUCTURE SERVICES

13.1 Financial Plan for the Town of Amherstburg's Municipal Drinking Water System Licence

Resolution: 20240222-005

Moved By Councillor Courtney

Seconded By Deputy Mayor Gibb

That:

1. The six-year Financial Plan (2024 to 2029) for the Town of Amherstburg Municipal Drinking Water System Licence **BE APPROVED**; and,
2. Administration **BE AUTHORIZED** to submit to the Ontario Ministry of Municipal Affairs and Housing in accordance with Ontario Regulation 453/07 in order to meet the requirements of the Municipal Drinking Water Licence renewal.

The Mayor put the Motion.

Motion Carried.

13.2 2024 Amendments to Traffic By-Law 2011-69

Moved By Councillor Courtney

Seconded By Deputy Mayor Gibb

That that report, entitled, "Financial Plan for the Town of Amherstburg's Municipal Drinking Water System Licence" **BE DEFERRED** to a future meeting.

The Mayor put the Motion.

Motion Carried.

13.3 Kingsbridge Subdivision Phases 10A and 5C – Assumption of Underground Infrastructure and Streetlights

Resolution: 20240222-006

Moved By Councillor Courtney

Seconded By Councillor Crain

That:

1. The recommendations in the letter regarding Kingsbridge Subdivision Phases 10A and 5C dated March 7, 2024 from the consulting engineer, Baird AE **BE ACCEPTED**; and,
2. The underground infrastructure and streetlights in Kingsbridge Subdivision Phases 10A and 5C **BE ACCEPTED AND ASSUMED**.

The Mayor put the Motion.

Motion Carried.

14. REPORTS - PLANNING AND DEVELOPMENT SERVICES

14.1 Consent Agreement, 5651 County Road 20

Resolution: 20240222-007

Moved By Deputy Mayor Gibb

Seconded By Councillor Pouget

That:

1. The execution of a Consent Agreement with Jon and Kathy Parks associated with Consent File number B/23/22 inclusive **BE APPROVED**; and,
2. **By-law 2024-015** being a By-law to authorize the signing of a Consent Agreement for the development of five residential building lots 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.

14.2 Removal of Part Lot Control- Boblo South End

Resolution: 20240222-008

Moved By Deputy Mayor Gibb

Seconded By Councillor Crain

That:

1. The application for Removal of Part Lot Control for Part of Bois Blanc Island, being Lot 139, Lot 141, Lot 155, Lot 156, Lot 160 and Lot 172 on Plan 12M-700, known locally as Boblo South End Subdivision, **BE APPROVED**; and,
2. **By-law 2024-031** being a by-law to remove certain lands from Part Lot Control 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 Zoning By-law Amendment for 6871 Concession 6 North

Resolution: 20240222-009

Moved By Deputy Mayor Gibb

Seconded By Councillor McArthur

That:

1. **By-law 2024-022** being a by-law to amend Zoning By-law No. 1999-52, to amend the zoning for the subject lands known as 6871 Concession 6 North be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same; and,
2. That section 6.3.4 of the Driveway Alteration or Installation Policy **BE WAIVED** to allow for 3 right-of-way access locations be provided for driveways within the agricultural zone in relation to ZBA-05-24 for 6871 Concession 6 North.

The Mayor put the Motion.

Motion Carried.

15. REPORTS - CAO's OFFICE

15.1 2024 Special Events Approval-Part 3

As discussed above.

15.2 Licensing Committee Appointment 2024-018

Resolution: 20240222-010

Moved By Councillor Crain

Seconded By Deputy Mayor Gibb

That:

1. **By-law 2024-018** being a By-law to Appoint Members to the Licensing Committee be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same; and,
2. That the 2022-2026 Committee Terms of Reference **BE AMENDED** to include the Licensing Committee as noted in the report of April 9th, 2024.

The Mayor put the Motion.

Motion Carried.

16. INFORMATION REPORTS

16.1 Information Report for K. Walter Ranta Park Proposed Boat Ramp

As discussed above.

16.2 Drinking Water Quality Management System – 2023 Status Update

Moved By Deputy Mayor Gibb

Seconded By Councillor McArthur

That the report from the Manager of Environmental Services dated March 25, 2024 regarding the Drinking Water Quality Management System – 2023 Status Update **BE RECEIVED for information.**

The Mayor put the Motion.

Motion Carried.

16.3 Q1 2024 Policing Activities Report - WPS Amherstburg Detachment

Moved By Deputy Mayor Gibb

Seconded By Councillor Allaire

The report from the Q1 2024 Policing Activities Report - WPS Amherstburg Detachment **BE RECEIVED for information.**

The Mayor put the Motion.

Motion Carried.

16.4 Amherstburg Water Treatment Plant Submission of the 2023 Annual Summary Report

Moved By Deputy Mayor Gibb

Seconded By Councillor Pouget

That the report from the Manager of Environmental Services dated March 25, 2024 regarding the Amherstburg Water Treatment Plant Submission of the 2023 Annual Summary Report **BE RECEIVED for information.**

The Mayor put the Motion.

Motion Carried.

16.5 Annual Treasurer's Report – 2023 Council and Appointee Statement on Remuneration and Expenses

Moved By Councillor Allaire

Seconded By Councillor Crain

That the report from the Treasurer regarding Annual Treasurer's Report – 2023 Council and Appointee Statement on Remuneration and Expenses **BE RECEIVED for information.**

The Mayor put the Motion.

Motion Carried.

17. CONSENT CORRESPONDENCE

17.1 Military Support Publications' Canadian Military History Guide Project

Moved By Councillor Crain

Seconded By Councillor Pouget

The Correspondence **BE RECEIVED**.

The Mayor put the Motion.

Motion Carried.

18. CORRESPONDENCE

18.1 Proclamation and Flag Raising Request - Falun Dafa Association of Canada

Resolution: 20240222-011

Moved By Deputy Mayor Gibb

Seconded By Councillor Crain

1. May 13, 2024 **BE PROCLAIMED** as Falun Dafa Day in the Town of Amherstburg;
2. Administration **BE DIRECTED** to light up Town Hall in Blue on May 13, 2024 in recognition of Falun Dafa Day; and,
3. The Falun Dafa Flag **BE RAISED** on Friday, May 3, 2024 at 10:00 am to pay tribute to the contributions of the Falun Dafa members in Canada.

The Mayor put the Motion.

Motion Carried.

18.2 Canadian Cancer Society - Daffodil Month Campaign

Resolution: 20240222-012

Moved By Councillor Allaire

Seconded By Deputy Mayor Gibb

That:

1. The Town of Amherstburg **RECEIVE** the correspondence from the Canadian Cancer Society; and,
2. The Town of Amherstburg **PARTICIPATE** in the 2024 campaign by publicly displaying a Daffodil pin throughout the month and passing a municipal proclamation to recognize the Daffodil Campaign in our community.

The Mayor put the Motion.

Motion Carried.

18.3 Fibromyalgia Association Canada Lighting Request

Resolution: 20240222-013

Moved By Councillor Crain

Seconded By Deputy Mayor Gibb

1. Administration **BE DIRECTED** to light up Town Hall in Purple on May 12, 2024 in recognition of the 2-4% of Canadians living with fibromyalgia; and,
2. That May 12, 2024 **BE PROCLAIMED** as Fibromyalgia Awareness Day in the Town of Amherstburg.

The Mayor put the Motion.

Motion Carried.

19. CONSENT OTHER MINUTES

Moved By Deputy Mayor Gibb

Seconded By Councillor McArthur

That the following minutes **BE RECEIVED:**

19.1 Environmental Advisory Committee Meeting Minutes - March 27, 2024

The Mayor put the Motion.

Motion Carried.

20. OTHER MINUTES

20.1 Drainage Board Meeting Minutes - April 4, 2024

Resolution: 20240222-014

Moved By Deputy Mayor Gibb
Seconded By Councillor Pouget

1. The Drainage Board Meeting Minutes of April 4, 2024 **BE RECEIVED**;
2. The revised engineer's report, prepared by RC Spencer Associates Inc. dated March 7, 2024 for the Replacement of Access Culverts over the Deslippe Drain **BE RECEIVED**;
3. **By-law 2024-020** which appends the revised engineer's report for the Replacement of Access Culverts over the Deslippe Drain dated March 7, 2024 **BE PROVISIONALLY ADOPTED** by giving first and second reading and the Mayor and Clerk **BE AUTHORIZED** to sign same;
4. Council **ACCEPT** the request(s) for Improvements from the affected landowners for improvements to the Concession 3 North Drain drainage system as per Section 78 of the Drainage Act; as recommended by the Drainage Board,
5. Council **APPOINT** Rood Engineering Inc. as Represented by Mr. Gerard Rood, P.Eng., to examination and report on the repair and improvement to the Concession 3 North Drain drainage system, as recommended by the Drainage Board;
6. Council **ACCEPT** the request(s) for Improvements from the affected landowners for improvements to the Concession 4 Drain drainage system as per Section 78 of the Drainage Act; as recommended by the Drainage Board,
7. Council **APPOINT** Dobbin Engineering Inc. as Represented by Mr. Josh Warner, P.Eng., to examination and report on the repair and improvement to the Concession 4 Drain drainage system, as recommended by the Drainage Board;
8. Council **APPROVE** various drainage apportionments as listed, as recommended by the Drainage Board:
 - Consent B/31/23 - Drainage Apportionments for the Wood Drain – N/S County Rd. 20
 - Consent B/19/22 – Drainage Apportionments for the Drainage Apportionments for the Whelan Drain (culvert sharing) and Whelan Drain (Maintenance) – 4405 Concession 4 S.
 - Consent B/15/22 – Drainage Apportionments for the Malden Centre Drainage System, Albert McGee Drain (Lower Portion) – 6773 County Rd. 50.
 - Consent B/16/22 – Drainage Apportionments for the Malden Centre Drainage System, Albert McGee Drain (Lower Portion) – 6773 County Rd. 50

- Consent B/20/22 – Drainage Apportionments for the Drainage Apportionments for the Whelan Drain (culvert sharing) and Whelan Drain (Maintenance) – 4415 Concession 4 S.
 - Consent B/01/24 – Drainage Apportionments for the 9th Concession Road Drain, Beetham Drain, Long Marsh Drain –Malden Con 9 Lot 100
 - Consent B/10/23 – Drainage Apportionments for the Ouellette Drain East, Long Marsh Drain – 909 Concession 2 North
 - Consent B/21/23 – Drainage Apportionments for Bondy Bastien Drain – 2005 Front Rd. N
 - Consent B/04/23 – Drainage Apportionment for Long Marsh Drain – 6037 Concession 6 N
9. Council **ADOPT By-Law No 2024-025** to become the Authorizing By-Law for the cost recovery of future repair and maintenance of the Chappus Drain for lands within the limits of the Town of Amherstburg, by giving first, second and third reading, and the Mayor and Clerk **BE AUTHORIZED** to sign same, as recommended by the Drainage Board; and
10. Council **ADOPT By-law No. 2024-027** to become the Authorizing By-Law for the cost recovery of future repair and maintenance of the West Townline Drain for lands within the limits of the Town of Amherstburg, by giving first, second and third reading, and the Mayor and Clerk **BE AUTHORIZED** to sign same, as recommended by the Drainage Board.

The Mayor put the Motion.

Motion Carried.

21. UNFINISHED BUSINESS

21.1 Unfinished Business List - April 2024

22. NEW BUSINESS

Resolution: 20240222-015

Moved By Councillor Pouget

Seconded By Councillor Allaire

That our Mayor and Deputy Mayor **TO ASK** County Council to include the Town of Amherstburg, when they initiate the Town of Lasalle's Traffic Study of County Road 20,

Town of Amherstburg – Regular Council Meeting

April 22, 2024 @ 6:00 p.m.

Page 15 of 17

in particular, the stretch of highway between County road 10 intersection heading north to the River Canard Yacht Club.

The Mayor put the Motion.

Motion Carried.

Moved By Councillor Pouget

Seconded By Councillor Allaire

That Administration **BE DIRECTED** to provide Council with a complete report on recommendations to decrease the operational budget at the Libro Centre and further to that provide said reports to the Audit and Finance Committee and the Parks and Recreation Committees for their review and achieve the Council, prior to any budgetary drafts for 2025.

The Mayor put the Motion.

Motion Failed.

23. NOTICE OF MOTION

24. BY-LAWS

24.1 Final Tax Rating By-Law 2024-028

Resolution: 20240222-016

Moved By Deputy Mayor Gibb

Seconded By Councillor Crain

That By-law 2024-028, being a by-law to set and levy the rates of taxation for the year 2024, 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.

24.2 2024 -032 - Confirmatory By-Law - April 22, 2024

Moved By Councillor Allaire

Seconded By Councillor Crain

That By-law 2024-032 being a By-law to Confirm all Resolutions of the Municipal Council Meeting held on April 22, 2024, 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.

25. ADJOURNMENT

Moved By Councillor Courtney

Seconded By Councillor Allaire

That Council rise and adjourn at 9:04 p.m.

The Mayor put the Motion.

Motion Carried.

MAYOR - MICHAEL PRUE

KEVIN FOX - CLERK