



**TOWN OF AMHERSTBURG  
REGULAR COUNCIL MEETING  
MINUTES**

**Monday, September 9, 2024  
6:00 P.M.**

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

**PRESENT** Mayor Michael Prue  
Deputy Mayor Gibb  
Councillor Molly Allaire  
Councillor Linden Crain  
Councillor Donald McArthur  
Councillor Diane Pouget

**REGRETS** Councillor Peter Courtney

**STAFF PRESENT** Kevin Fox - Clerk  
Valerie Critchley - CAO  
Sarah Sabihuddin - Deputy Clerk

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**1. CALL TO ORDER**

The Mayor called the meeting to order at 6:00 pm

**2. NATIONAL ANTHEM**

### 3. ROLL CALL

### 4. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

Councillor Allaire declared a conflict on Item 15.2 due to her being an organizer for the Super Santa Walk/Run/Roll 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** Councillor Pouget

**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 Special In-Camera Council Meeting - February 26, 2024  
(CONFIDENTIAL)**

**7.2 Regular Council Meeting Minutes - August 12, 2024**

**7.3 Special Council Meeting - Planning - August 12, 2024**

**7.4 Special In-Camera Council Meeting - August 12, 2024 (PUBLIC)**

**7.5 Special In-Camera Council Meeting - August 12, 2024  
(CONFIDENTIAL)**

The Mayor put the motion.

**Motion Carried.**

**8. RECOGNITIONS**

None.

**9. DELEGATIONS**

None.

**10. PRESENTATIONS**

**10.1 Ministry of Natural Resources - Engagement Session for  
Municipalities on Geologic Carbon Storage**

**Moved By** Councillor Allaire

**Seconded By** Councillor McArthur

That the presentation from the Ministry of Natural Resources **BE RECEIVED.**

The Mayor put the motion.

**Motion Carried.**

**10.2 Council Salary Market Compensation Review - Marianne Love, ML  
Consulting Inc.**

**Moved By** Councillor Allaire

**Seconded By** Councillor Pouget

That the presentation from Marianne Love **BE RECEIVED.**

The Mayor put the motion.

**Motion Carried.**

**Moved By** Deputy Mayor Gibb  
**Seconded By** Councillor Crain

That item 15.1 **BE BROUGHT** forward.

The Mayor put the motion.

**Motion Carried.**

### **15.1 Salary Market Compensation Review - Council**

Resolution: 20240909-001

**Moved By** Councillor Crain  
**Seconded By** Deputy Mayor Gibb

That:

1. Based on the findings of Marianne Love Consulting Inc., Council compensation **BE MAINTAINED** at the 65<sup>th</sup> percentile of the defined pay market;
2. The changes to Council compensation that are recommended by Marianne Love Consulting Inc. **BE IMPLEMENTED** at the commencement of the new term of Council, following the 2026 election;
3. Administration **BE DIRECTED** to include in the 2025 Operating Budget, for consideration, an annual contribution of \$2,000 to the Plans and Studies reserve (0072) to undertake a Salary Market Compensation Review once per term of each Council as outlined in the Council and Committee Compensation Policy.

The Mayor put the motion.

**Motion Carried.**

### **11. REPORTS – CORPORATE SERVICES**

*There are no reports.*

### **12. REPORTS - PARKS, RECREATION, FACILITIES AND CULTURE**

*There are no reports.*

### 13. REPORTS - INFRASTRUCTURE SERVICES

#### 13.1 2024 Sidewalk Maintenance Program Tender Results

Resolution: 20240909-002

**Moved By** Deputy Mayor Gibb

**Seconded By** Councillor McArthur

That:

1. The 2024 Sidewalk Maintenance Program (Project IDs 724018, 723042 and 724015) **BE AWARDED** to DPA Contracting Ltd. in the amount of \$231,056 plus applicable taxes and;
2. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with DPA Contracting Ltd. for the completion of the 2024 Sidewalk Maintenance Program and;
3. The surplus of the funding previously approved of \$160,381 for this program **BE RETURNED** to the following reserves as follows:
  - a. \$104,436 to the General Reserve (0400)
  - b. \$27,973 to AODA Compliance Reserve (0105)
  - c. \$27,972 to New Capital (0401)

The Mayor put the motion.

**Motion Carried.**

#### 13.2 Transit Service – 1-year anniversary – Uncommon Festival

Resolution: 20240909-003

**Moved By** Councillor Crain

**Seconded By** Councillor McArthur

That:

1. Administration **BE AUTHORIZED** to provide additional evening transit trips until 11 p.m. for the weekend of September 20 – 21, 2024 for the Uncommon Festival and;

2. Administration **BE AUTHORIZED** to waive transit fares from 6pm on September 20, 2024, through the end of the service day on September 22, 2024.
3. Administration **BE DIRECTED** to look into a donation to cover the cost.

|                     | YES/CONCUR | NO/NOT CONCUR |
|---------------------|------------|---------------|
| Councillor Allaire  | X          |               |
| Councillor Courtney |            |               |
| Councillor Crain    | X          |               |
| Deputy Mayor Gibb   | X          |               |
| Councillor McArthur | X          |               |
| Councillor Pouget   |            | X             |
| Mayor Prue          | X          |               |

The Mayor put the motion.

**Motion Carried.**

#### 14. REPORTS - PLANNING AND DEVELOPMENT SERVICES

##### 14.1 Suitability for Development on a Private Septic System on Meloche Road

Resolution: 20240909-004

**Moved By** Councillor Crain  
**Seconded By** Councillor Allaire

That the development of one newly created lot on Meloche Road (severed from 158 Meloche Rd) on a private septic system **BE APPROVED.**

The Mayor put the motion.

**Motion Carried.**

#### 15. REPORTS - CAO's OFFICE

##### 15.1 Salary Market Compensation Review - Council

Resolution: 20240909-005

**Moved By** Councillor Crain  
**Seconded By** Deputy Mayor Gibb

That:

4. Based on the findings of Marianne Love Consulting Inc., Council compensation **BE MAINTAINED** at the 65<sup>th</sup> percentile of the defined pay market;
5. The changes to Council compensation that are recommended by Marianne Love Consulting Inc. **BE IMPLEMENTED** at the commencement of the new term of Council, following the 2026 election;
6. Administration **BE DIRECTED** to include in the 2025 Operating Budget, for consideration, an annual contribution of \$2,000 to the Plans and Studies reserve (0072) to undertake a Salary Market Compensation Review once per term of each Council as outlined in the Council and Committee Compensation Policy.

|                     | YES/CONCUR | NO/NOT CONCUR |
|---------------------|------------|---------------|
| Councillor Allaire  | X          |               |
| Councillor Courtney |            |               |
| Councillor Crain    | X          |               |
| Deputy Mayor Gibb   | X          |               |
| Councillor McArthur | X          |               |
| Councillor Pouget   | X          |               |
| Mayor Prue          | X          |               |

The Mayor put the motion.

**Motion Carried.**

## 15.2 2024 Special Events Approval Part 6

**Moved By** Councillor Crain  
**Seconded By** Deputy Mayor Gibb

Resolution: 20240909-006

That:

1. The following events **BE APPROVED**:
  - a. Rick Meloche – Memorial Bike Ride

- b. Hot Air Balloon Ride
  - c. River Lights Opening Night
  - d. Super Santa Walk/Run/Roll
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:
- a. River Lights Opening Night
  - b. Rick Meloche – Memorial Bike Ride
3. The fee waiver requests **BE RECEIVED AND FILED**:
- a. Super Santa Walk/Run/Roll
4. The Special Events Resource Team **BE DIRECTED** to confirm that the requirements identified by the Team are met prior to the event.

The Mayor put the motion.

**Motion Carried.**

## **16. INFORMATION REPORTS**

*There are no information reports.*

## **17. CONSENT CORRESPONDENCE**

### **17.1 Sponsorship Opportunities for Ontario Chamber of Commerce AGM & Policy Convention**

**Moved By** Councillor Allaire  
**Seconded By** Councillor McArthur

That the Sponsorship Opportunities for Ontario Chamber of Commerce AGM & Policy Convention **BE RECEIVED**.

The Mayor put the motion.

**Motion Carried.**

### **17.2 Essex County Library - Facilities Space Review**



**Moved By** Deputy Mayor Gibb  
**Seconded By** Councillor Crain

That the correspondence **BE RECEIVED**.

## 18. CORRESPONDENCE

### 18.1 AMCTO - Support our Municipal Elections Act Recommendations

Resolution: 20240909-007

**Moved By** Councillor Allaire  
**Seconded By** Councillor Crain

That:

1. The AMCTO Municipal Elections Act Recommendations draft resolution **BE ENDORSED** by the Town of Amherstburg;
2. A letter indicating Council support for the AMCTO Municipal Elections Act Recommendations **BE SENT** to the Minister of Municipal Affairs and Housing;
3. The news media campaign as proposed by AMCTO **BE SUPPORTED** by the Town of Amherstburg.

The Mayor put the motion.

**Motion Carried.**

### 18.2 Royal Canadian Legion Ontario Command - 12th Annual Military Service Recognition Book- Request

**Moved By** Councillor Crain  
**Seconded By** Councillor Pouget

That the correspondence **BE RECEIVED**.

The Mayor put the motion.

**Motion Carried.**

### **18.3 Shine the Light on Woman Abuse Campaign - Hiatus House**

Resolution: 20240909-008

**Moved By** Councillor Crain

**Seconded By** Councillor Allaire

That:

1. In recognition of the Shine the Light on Woman Abuse Campaign, the Town of Amherstburg **ENCOURAGE** attendance at the Tree Lighting Ceremony on November 1st in Charles Clark Square, Windsor Ontario.
2. Administration **BE DIRECTED** to illuminate Town Hall purple in the month of November in recognition of the Shine the Light Campaign on Woman Abuse; and,
3. Administration **BE DIRECTED** to promote the activities of the Shine the Light on Woman Abuse Campaign.

The Mayor put the motion.

**Motion Carried.**

### **18.4 Windsor Police Services Board - Budget Extension**

**Moved By** Councillor Crain

**Seconded By** Councillor Allaire

That an extension **BE GRANTED** to the Windsor Police Services Board related to the submission of the 2025 operating budget.

**Moved By** Councillor Crain

**Seconded By** Councillor Allaire

That the main motion **BE AMENDED** to include that the granting of the extension be one time only.

The Mayor put the motion.

**Motion Failed.**

**Moved By** Councillor Crain  
**Seconded By** Councillor Allaire

That an extension **BE GRANTED** to the Windsor Police Services Board related to the submission of the 2025 operating budget.

Resolution: 20240909-009

**Moved By** Councillor McArthur  
**Seconded By** Councillor Allaire

That the main motion **BE DEFERRED** in order that Administration can bring back a report in closed session on the matter.

## **19. CONSENT OTHER MINUTES**

**Moved By** Councillor Pouget  
**Seconded By** Deputy Mayor Gibb

That the following minutes **BE RECEIVED**:

- 19.1 EWSWA Regular Board Meeting Minutes**
- 19.2 Drainage Board Meeting Minutes - August 13, 2024**
- 19.3 August 7, 2024 Committee of Adjustment Meeting Minutes**
- 19.4 July 3, 2024 Committee of Adjustment Meeting Minutes**

The Mayor put the motion.

**Motion Carried.**

## **20. OTHER MINUTES**

*There are no other minutes.*

## **21. UNFINISHED BUSINESS**

### **21.1 UFB List - September**

## 22. NEW BUSINESS

Resolution: 20240909-010

**Moved By** Councillor Pouget  
**Seconded By** Councillor McArthur

That the Administration **BE DIRECTED** to work collectively with the Windsor Police Service – Amherstburg Detachment to discuss ongoing issues, regarding golf carts, especially driven by children on our municipal roads and right of ways and if they require Council’s assistance with this matter.

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 from our Town’s Insurance provider, regarding any potential monetary increases to our resident’s homeowners insurance policies, due to the removal of fire station #3, the unmanned fire station #2 and the relocation of fire station #1 to the Libro Centre and if the Town is obligated to formally notify our residence of these changes. This report is requested to be presented at the September 23<sup>rd</sup>, 2024 public council meeting.

The Mayor put the motion.

**Motion Failed.**

## 23. NOTICE OF MOTION

Notice of Motion of September 9 –Reconsideration of Council Resolution 20240625-019  
-Deputy Mayor Gibb

To be deliberated September 23, 2024

That Council Resolution 20240625-019, namely, “That any recommendations of Council with regards to new fees **BE BROUGHT** forward to the Economic Development Advisory Committee and the Audit and Finance Advisory Committee before coming back to Council,” **BE RECONSIDERED** so that the motion can be restated to focus exclusively on new fees affecting commercial and industrial businesses related to Business Licensing or Encroachments for the 2022-2026 term of Council

## 24. BY-LAWS

### 24.1 By-Law 2024-065 - Provinces Offenses Officers

Resolution: 20240909-011

**Moved By** Councillor Allaire

**Seconded By** Deputy Mayor Gibb

That By-law 2024-065 being a by-law to Appoint Provincial Offenses Officers 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 By-Law 2024-067 - Appointment of Deputy Clerks

Resolution: 20240909-012

**Moved By** Councillor Allaire

**Seconded By** Councillor McArthur

That **By-law 2024-067** being a by-law to appoint Deputy Clerks 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.**

### 24.3 By-Law 2024-066 - Confirmatory By-law

**Moved By** Councillor Allaire

**Seconded By** Deputy Mayor Gibb

By-law 2024-066 being a by-law to Confirm all Resolutions of the Municipal Council Meetings held on September 9, 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 McArthur

**Seconded By** Councillor Allaire

That Council rise and adjourn at 8:23 p.m.

The Mayor put the motion.

**Motion Carried.**

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MAYOR - MICHAEL PRUE

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KEVIN FOX - CLERK