



Town of Amherstburg Council Brief

Highlights from the March 24th, 2025 meeting of Council:

Report Out from In-Camera Session

Boblo Ferry Island Ferry Service

Council directed Administration to prepare a public statement regarding the Boblo Island Ferry Service and shared on the Town Website and Facebook page.

Reports

Annual Treasurer's Report – 2024 Council and Appointee Statement on Remuneration and Expenses

The report disclosed funds paid to members of Council and persons appointed by Council as remuneration and for expenses in the previous calendar year to ensure compliance with Section 284 of the Municipal Act, 2001. Council received the report for information.

Amherstburg Water Treatment Plant Reservoir Upgrade and Redundancy Protection Project – Noise By-law Exemption

Council approved a noise by-law exemption for Amico Design Build Inc. until October 31, 2026, permitting equipment operation from 6:00 AM – 8:00 PM for the construction of a new in-ground reservoir and the rehabilitation of the existing water storage reservoir. The exemption was requested as a precaution due to nearby residential areas and the potential for unplanned equipment use during restricted hours.

Infrastructure Standards Manual

Infrastructure Services conducted an internal review and update of the Town's existing Development Manual to address changes to design criteria and compliance requirements and to ensure clarity of the document. Council moved to defer the item to April 29th to allow for further consultation with local developers.

Zoning By-law Amendment for 1267 Front Road North, Riverview Subdivision and Endorsement of Redline Draft Plan

Council passed By-law 2025-015, a by-law to amend Zoning By-law 1999-52. The amendment allows single detached homes, home-based businesses, public uses, and supportive community homes on the properties, with updated lot sizes and setbacks. It also increases the number of single detached lots from 37 to 44 within the approved subdivision plan.

Official Plan Amendment and Zoning By-law Amendment – 300 Victoria Street

Council passed By-law 2025-024, adopting Official Plan Amendment #26, which redesignates 300 Victoria Street from Low Density Residential to General Commercial with a special policy for a mixed-use building with ground-floor commercial and residential units. Council also passed By-law 2025-025, amending Zoning By-law No. 1999-52 to rezone the property from Institutional to Commercial General Special Provision, allowing a four-story mixed-use building with adjusted setbacks for parking, loading, and building placement to support the development. The Official Plan Amendment #26 will be forwarded to the County for approval.

2025 Special Events Approval Part 2

Council approved all 2025 Part 2 Special Events brought forward which included Woofa Roo, Music Off the Backporch, Good Friday Procession – Way of the Cross, Amherstburg Family Road Rally, Fishing Derby and Amherstburg's Gone Car Crazy. An exemption was granted from the Noise By-law 2001-43 for Woofa Roo, Music Off the Backporch, Amherstburg Family Road Rally, Fishing Derby and Amherstburg's Gone Car Crazy. The fee waiver request for the Good Friday Procession – Way of the Cross was received and filed.

Business Licensing By-law and Licensing Committee

Council reinstated the 2009 Business Licensing By-law and directed Administration to establish a Business Registry. Businesses previously licensed under the by-law will be exempt from fees. Council also requested amendments to proposed By-law 2025-002 on business licensing, to be brought back for consideration.

Information Reports

WPS Amherstburg Detachment Policing Activities Report – February 2025

Council received the WPS Amherstburg Detachment Policing activity report summarizing the calls for service, provincial offenses, crime statistics and community outreach activities up to end of February 2025.

2024 Year End Building Activity Report

Council received the 2024 Year End Building activity and statistics report for information.

CORRESPONDENCE

20th Annual ACOC Business Excellence Awards – Sponsorship Opportunities

Council moved to approve an award sponsorship for \$500.00 for the upcoming ACOC Business Excellence Awards, funded from the Council Donations general ledger.

Proclamation and Flag Raising – World Autism Day 2025

Council proclaimed April 2nd as World Autism Day and approved a flag raising in recognition on April 2nd at 11:00 am.

Golf Carts Pilot Project Request – Bois Blanc Community Association

Council directed Administration to submit a second request to participate in the Ontario Provincial Government's Pilot Project to allow the use of golf carts in island communities and that Bois Blanc Community Association be copied on this request.

CONSENT OTHER MINUTES

Committee Meeting Minutes

The following Committee Meeting Minutes were received by Council:

- Parks and Recreation Advisory Committee Special Meeting Minutes - January 22, 2025
- Amherstburg Accessibility Advisory Committee Meeting Minutes - January 23, 2025
- Audit and Finance Advisory Committee Meeting - February 3, 2025
- Committee of Adjustment Meeting Minutes - February 5, 2025
- Amherstburg Environmental Advisory Committee Meeting Minutes - February 6, 2025
- Committee of Adjustment Meeting Minutes - March 5, 2025

OTHER MINUTES

Drainage Board Meeting Minutes

Council received the Drainage Board Meeting Minutes of February 25, 2025 and approved the drainage apportionments.

Council received the January 16, 2025 report from Rood Engineering for the improvements to the Sam Paquette Drain for Northside Recycle and provisionally adopted By-law 2025-018 which incorporates the engineer's report on the proposed enhancements.

Council received the Town of Essex Notice to the Tribunal Information package to update the assessment schedule for the McLean Drain and supported the Town of Essex's request to appoint Peralta Engineering of assessment on the McLean Drain.

Council approved the request from the Road Authority regarding drainage on Concession 3 N under Section 4 of the Drainage Act. Council also appointed Josh Warner, P.Eng. of R. Dobbin Engineering Inc. to review and report on the Concession 3 N drainage plan, as recommended by the Drainage Board.

NEW BUSINESS

Municipal Tree Removal

Council directed Administration to inform residents of properties next to town trees about planned removals before work begins.

Windsor Essex Bike Community – Phase III Trails Vegetative Maintenance

Council granted permission to WEBC to begin vegetative maintenance activities in the area of the proposed phase III trails.

2025 Council Schedule Amendment

Council moved to amend the Council Schedule and reschedule the regular Council meeting of Monday, April 28, 2025, to Tuesday, April 29, 2025, due to the upcoming Federal Election.

NOTICE OF MOTION

Notice of Motion of March 25, 2025 – Amherstburg Branch of the Essex County Library – Councillor Allaire

Notice of motion was read before Council by Councillor Allaire regarding the relocation of the Amherstburg Branch of the Essex County Library from the Carnegie Building and future funding in relation to fit up costs associated with a new Amherstburg Library Branch. The motion will be deliberated on April 14, 2025.

By-Laws

2025-203 – Housekeeping By-Law

Council passed By-law 2025-203 to amend By-law 2023-061 regulating Encroachments on Public Lands.

By-Law 2025-003 – 4th Concession Road Drain – Third and Final Reading

Council passed By-law 2025-003 to allow for drainage work improvements for the 4th Concession Road Drain.

2025-022 Confirmatory By-law

Council passed Confirmatory By-law 2025-022 confirming council resolutions of the March 24, 2025 council meeting.

By-law to Amend Zoning By-law 1990-052 – 6754 County Road 50

Council passed By-law 2025-052 to amend By-law 1999-052 – 6754 County Road 50. The amendment added provisions on permitted use of the property, setback from the roads, side yard setback and minimum parking.

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