



Town of Amherstburg Council Brief

Highlights from the May 12th, 2025 meeting of Council:

PRESENTATIONS

Council received a presentation on the Appointment and Registration of Town Crier and a presentation by Tourism Windsor Essex Pelee Island (TWEPI) regarding the Implementation of a Municipal Accommodation Tax (MAT) program.

REPORTS

2025 Mill and Pave Program – Tender Results

Council approved the award of contract for the 2025 Mill and Pave Program to Mill-Am Corporation. The project includes asphalt resurfacing, selective curb replacement, and line painting, and was previously approved as part of the 2025 Capital Budget. To accommodate tendered costs, Council also approved an over-expenditure to be funded from the General Reserve Fund. The Chief Administrative Officer and Clerk were authorized to execute the agreement, subject to final technical and financial review.

Appointment and Registration of Town Crier

Council appointed Norm Ross as Amherstburg's official Town Crier, a ceremonial role that supports local events and promotes the Town's heritage. Administration was directed to submit a letter of support and register Mr. Ross with the Ontario Guild of Town Criers, enabling participation in official events and furthering community engagement.

Excess Soil Strategy and Site Alteration By-law

Council adopted the Excess Soil Strategy and approved the Site Alteration By-law to ensure excess soil is managed as a resource in an environmentally responsible way, in line with O. Reg. 406/19. The By-law applies town-wide, while limiting soil processing activities from commercial or industrial development to areas designated "Space Extensive Industrial" within the Howard Industrial Park District.

Municipal Accommodation Tax

Council received a report on the potential implementation of a Municipal Accommodations Tax (MAT), a tool used in other Ontario municipalities to support tourism-related services. MAT would apply to hotels, motels, and short-term accommodations, with revenues helping to offset tourism costs currently funded by ratepayers and supporting regional tourism efforts

through TWEPI. Administration was directed to host a business open house and report back to Council by August 31 with feedback.

Amendments to the Leave of Absence Policy

Council approved amendments to the Leave of Absence Policy for full-time, non-union employee, updating bereavement leave entitlements and removing the personal-day minimum threshold in line with the 2024 IBEW Collective Bargaining process. Council also requested that redline versions of all future by-laws and policies be made publicly available.

Community Strategic Plan – Year 1 Annual Report

Council received the Year 1 Annual Report on the Community Strategic Plan, which tracks progress against the Town’s vision, mission, and four strategic pillars. The report details the 20 supporting goals, key initiatives underway, and performance measures in place to ensure effective implementation and accountability.

INFORMATION REPORTS

Building Activity Report for Month of January to March 2025

Council received the activity report for information.

Quarterly Fire Department Activity Report Q1 - 2025

Council received the quarterly fire department activity report for information.

Province of Ontario Consultation – Special Economic Zones Act, 2025

Council received the report on Ontario’s proposed Special Economic Zones Act, 2025—legislation that would create designated zones with streamlined approvals and service access to accelerate key economic projects. Administration was directed to submit comments by the provincial deadline, highlighting potential impacts, risks, and concerns.

CONSENT CORRESPONDENCE

Letter from Minister Rob Flack – Strong Mayor Powers

Council received the letter.

CORRESPONDENCE

Proclamation Request – Moose Hide Campaign Day

Council proclaimed May 15, 2025 as Moose Hide Campaign Day in the Town of Amherstburg.

Proclamation and Flag Raising Request – Canadian Association of Retired Persons

Council proclaimed June as Seniors Month in the Town of Amherstburg and approved the raising of the Canadian Association of Retired Persons flag on June 2, 2025 in accordance with the association’s request.

OTHER MINUTES

Council received the minutes of the following:

- April 2, 2025 Committee of Adjustment Meeting

- April 10, 2025 Heritage Committee

NEW BUSINESS

Portable Business Signs

Council instructed Administration to review the portable-sign provisions of the sign by-law and prepare a report on AODA-compliant alternatives that allow business advertising.

NOTICE OF MOTION

Phase 3 – Libro Bike Trail

Councillor McArthur introduced a Notice of Motion to move forward with Phase 3 of the Libro Centre Mountain Bike Trail, to be discussed at the next meeting of Council.

BY-LAWS

Enbridge Franchise Agreement

Council passed By-law 2025-203 being a by-law to enter into an agreement with Enbridge Gas Inc. and that the Mayor and the Clerk be authorized to sign.

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