



Town of Amherstburg Council Brief

Highlights from the April 13th, 2026 meeting of Council:

REPORT OUT FROM IN-CAMERA SESSION

Item A: Legal advice and information related to cultural heritage value, land disposition and associated elements provided by way of solicitor-client privilege regarding institutional lands in the Town of Amherstburg

Administration was directed to proceed on the verbal direction of Council.

Item B: Employment Matter Regarding Identifiable Employee

Administration was directed to proceed on the verbal direction of Council.

MINUTES OF PREVIOUS MEETING

Council adopted the following minutes:

- 2025 12 15 - Special In-Camera Council Meeting Minutes - Confidential
- 2025 12 15 - Special In-Camera Council Meeting Minutes - Public
- 2026 01 19 - Special Council Meeting - Planning Minutes
- 2026 03 09 - Special Planning Council Meeting Minutes
- 2026 03 09 - Regular Council Meeting Minutes

RECOGNITIONS

Heritage Property Plaque Presentations

The Jepson Duke House and the Stone Cottage – Chittenden House were both recognized as Heritage Properties.

Recognition of Sydnee Botham, CET, RCJI – 2026 Top 3 Under 30 Award Recipient for Windsor-Essex Engineering

Council recognized Sydnee Botham, Development Engineering Coordinator for the Town of Amherstburg, for receiving the Top 3 Under 30 Award Recipient for Windsor-Essex Engineering.

PRESENTATIONS

Essex Power Council Presentation – Essex Trans Co. Presentation

Joe Barile, Vice President of Corporate and Regulatory Affairs, presented the proposed Essex Transmission Project, a regional initiative to improve energy reliability, support economic development, and generate long-term financial returns. Council approved Essex Power Corporation acquiring shares in Essex Transmission GP Inc., and any required related entities, for the purposes of the Essex Transmission Project.

REPORTS

Final Tax Rating By-Law 2026-021

Council considered the 2026 tax rating by-law, which sets the municipal tax rates based on County of Essex tax ratios, Province of Ontario education rates, and updated MPAC assessment data, with a minor adjustment noted from the November 10, 2025 roll update. Council moved to approve By-law 2026-021 to set and levy the 2026 taxation rates.

2026 Mill and Pave Program – Tender Results

Council approved the award of the 2026 Mill and Pave Program contract to Steve Smith Construction Corporation in the amount of \$748,510 plus HST, with authority for the CAO and Clerk to execute the agreement and make amendments within the approved \$850,000 budget. Council further directed that any project surplus be returned to the General Reserve Fund upon completion.

Notice of Intent to Designate – 130 Sandwich Street South

Council considered a report regarding the proposed heritage designation of 130 Sandwich Street South under the Ontario Heritage Act, following a recommendation from the Municipal Heritage Committee and in alignment with provincial timelines for listed properties. Council approved stating its intention to designate the property and directed the Clerk to issue a Notice of Intent to Designate to the property owner and the Ontario Heritage Trust.

Election Sign By-Law

Council considered a staff report reviewing the Election Signs By-law, with proposed amendments to improve clarity, reduce fees, and shorten the permitted sign display period in accordance with legislative requirements. Council adopted By-law 2026-020, approving a reduced election sign removal fee, eliminating storage fees, and permitting the display of election signs commencing May 1, 2026, for a period of 184 days.

2026 Election Compliance Audit Committee

Council considered a report regarding the requirement under the Municipal Elections Act, 1996 to establish an Election Compliance Audit Committee to oversee matters related to election campaign finance compliance. Council approved the establishment of a Joint Election Compliance Audit Committee for the 2026–2030 term, adopted the Terms of Reference, and enacted By-law 2026-018, authorizing the Mayor and Clerk to execute the by-law.

2026 Special Events Approval Part 2

Council approved Part 2 Special Events brought forward which included Music off the Back Porch, Carousel of the Nations – Brazilian Village, Is That All You've Got – Rick Meloche Memorial Bike Ride, Ribs & Ragtime, Amherstburg Ribfest, Canada Day, Canada Day 5K, and Amherstburg Bike Fest events. Council also waived the road closure and noise exemption fees for the Super Santa 5k event. Council also granted noise by-law exemptions to allow amplified music during these events and directed the Special Events Resource Team to ensure all requirements are met in advance.

Business Licensing By-law

Council reviewed a proposed Business Licensing By-law to reinstate and update the Town's licensing framework, reflecting previous Council direction and feedback from the business community. The by-law introduces a simplified, registry-based approach aimed at supporting public health and safety, reducing administrative requirements, and enhancing information-sharing with the Windsor-Essex County Health Unit. Council adopted By-law 2026-019 and authorized the Mayor and Clerk to execute the by-law.

Council Report on The Town of Amherstburg's Public Notification System

Council reviewed a report on the Town's public notification system, including the potential reintroduction of emergency sirens. Council directed Administration to pursue an option of installation of sirens in the F1 and F2 areas and report back with detailed costing, sound coverage, and potential external funding opportunities.

Trade Impacted Communities Program – Howard Industrial Park

Council received an information report regarding the Town's successful application to the Province's Trade Impacted Communities Program (TICP) in support of advancing the Howard Industrial Park. The report outlined the \$1.11 million project, including \$838,000 in provincial funding, as well as progress to date and next steps to support investment readiness, infrastructure planning, and economic growth.

CONSENT CORRESPONDENCE

ERCA Briefing Note – Member Municipalities

Council received correspondence from the Essex Region Conservation Authority outlining the Province of Ontario's proposed consolidation of conservation authorities, and associated implications for governance, funding, and municipal representation. Council received the correspondence. Council supported ERCA's April 9, 2026 resolution regarding Conservation Authority amalgamation and changes to the Conservation Authorities Act and directed that a letter of support be sent to all MPPs across Ontario.

Proposed Boundaries for Regional Conservation Authorities from the Essex Region Source Protection Committee

Council received correspondence regarding the Province of Ontario's proposed consolidation of Conservation Authorities, including concerns raised by the Essex Region Source Protection Committee related to potential impacts on source water protection, governance, and the loss of local expertise and watershed-based decision-making.

Proclamation of World Autism Day – April 2, 2026

Council received the signed proclamation recognizing World Autism Day on April 2, 2026, highlighting the importance of autism awareness, acceptance, and inclusion, and acknowledging the contributions of Autism Ontario in supporting autistic individuals and their families.

CORRESPONDENCE

Flag Raising Request - Canadian Association of Retired Persons (CARP) - Windsor/Essex

Council proclaimed June 2026 as “Seniors Month” in the Town of Amherstburg and approved the raising of the Canadian Association of Retired Persons flag on June 1, 2026 at 11:00 a.m., in recognition of local seniors.

Request for Support – Amherstburg Rotary Club

Council considered a request from the Rotary Club of Amherstburg for support of its HeartStarter AED Project, which aims to install publicly accessible defibrillators in local parks to enhance community safety. Council approved issuing a letter of support for the initiative.

CONSENT OTHER MINUTES

Council received the following minutes:

- Amherstburg Accessibility Advisory Committee Meeting Minutes - January 22, 2026
- Amherstburg Accessibility Advisory Committee Meeting Minutes - February 26, 2026
- March 4, 2026 Committee of Adjustment Meeting Minutes
- Heritage Committee Meeting Minutes - March 12, 2026
- Amherstburg Environmental Advisory Committee Meeting Minutes - March 19, 2026

OTHER MINUTES

Drainage Board Meeting Minutes – February 24, 2026 & March 24, 2026:

Council approved the Drainage Board meeting minutes of February 24 and March 24, 2026, and accepted the appointment of David Montigny, P.Eng. of Rood Engineering Inc. for the Tremblay Drain and Oliver Moir, P.Eng. of Dillon Consulting Limited for the Alvin-Bondy Drain East Branch.

Council received and provisionally adopted engineer’s reports and associated by-laws from R. Dobbin Engineering Inc. for improvements to the Powers Drain (By-law 2026-022) and the Beneteau, Vollans and Tremblay Drains (By-law 2026-023). Council also approved the amending By-law 2026-014 to allow cost recovery for a 2025 municipal drain project and approved various drainage apportionments as recommended by the Drainage Board.

Council also accepted an engineer’s report related to a severance application and appointed R. Dobbin Engineering Inc. to review assessment variations for the North

Branch and Main Branch of the Willow Beach Drain and Pumping Scheme.

NEW BUSINESS

Naming of Municipal Roadway in Honour of Private Orville Leland Fox and Russell Fox

Council directed Administration to meet with the Fox family to discuss a potential location for an approved street, road, or crescent to honour Private Orville Leland Fox and Russell Fox.

Bob-Lo Island Dance Hall Designation

Council directed Administration to proceed with the necessary steps and public notices required to initiate designation of the 1912 dance hall on Bob-Lo Island under the Ontario Heritage Act.

BY-LAWS

By-Law 2025-083 - Ernest Paquette Drain - Third and Final Reading

Council passed By-law 2026-024 appointing members to the Licensing Appeal Committee, with the Mayor and Clerk authorized to sign the by-law.

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