TOWNSHIP OF PELEE
Special Meeting of Council
Tuesday, April 14, 2020, 6:00 pm
Electronic Meeting

1. Call to Order

2. Confirmation of Previous Meeting Minutes

3. Disclosure of Pecuniary Interest

4. Delegations

5. Reports

6. Action Reports
   a. Chief Administrative Officer and Clerk –
      i. Report No: 2020-04 JH – to amend By-law Number 2019 – 12 (Procedural By-law) to provide for Electronic Meetings During Any Period Where an Emergency Has Been Declared;
   b. Councillor Dave DeLellis –
      i. Report from Tourism, Economic Development Advisory and Hunt Committee
         a) 2020 Pheasant Hunt;
         b) Tourism Advertising and Promotion;
   c. Deputy Clerk and Treasurer
      i. Report No: 2020-06 MF - Council/Committee Remuneration and Expenses
      iii. Report No: 2020-08 MF – Annual Monitoring Program at the Pelee Island Landfill and Waste Transfer facility - Contract Renewal (Verbal)

7. Consent Reports
   b. Treasurer – Resolution to confirm no late payment charges on property tax and water accounts in either form, penalty and/or interest, through the period ending June 30, 2020.

8. Recognitions
   From Mayor DuRocher

9. Communications and Petitions
   a. Rick Nicholls, MPP, Chatham-Kent-Leamington – Announcing that the Province of Ontario is providing the Township of Pelee up to $104,201.82 in financial support to help with recovery efforts related to flooding that occurred in spring 2019.
   b. Corporation of the Town of Midland – Resolution to support proposal requesting a one-time grant to municipalities from the Federal Government to off-set waivers of Property Taxes for the Year 2020;

10. Scheduled Motions

Action Motions
   a. To receive Report from Tourism, Economic Development Advisory and Hunt Committee;
   b. To receive Report No. 2020-06 MF - To receive report on Council/Committee Remuneration and Expenses for 2019;
   c. To Receive Report No: 2020-07 MF – To Transfer to Reserves and Reserve Funds for the 2019 fiscal
   d. To confirm no late payment charges on property tax and water accounts in either form, penalty and/or interest, through the period ending June 30, 2020
Consent Motions
a. Township of Pelee consents to pass the following:

11. Deferred Matters

12. Enquires

13. Emergent Matters

14. By-Laws
   a. By-Law 2020-09; Being a Bylaw to amend By-law 2019-12 to provide for (Procedural By-law) to provide for Electronic Meetings During Any Period Where an Emergency Has Been Declared;
   b. By-Law 2020-10; Being a By-law to Authorize the execution of an Encroachment Agreement for property located at 271 North Shore Road;
   c. By-Law 2020-11; Being a By-Law to Confirm Proceedings

15. Adjournment
TOWNSHIP OF PELEE
Regular Meeting of Council
Thursday, February 27th, 2020 6:00 pm
Royal Canadian Legion #403

Deputy Mayor: Dave Dawson
Councillors: Dayne Malloch
Dave DeLellis
Sherri Smith Ouellette

Staff: Michelle Feltz, Treasurer/Deputy Clerk
Kristine Horst, Administrative Assistant

Other: Sheldon Smith, Stantec Consulting
Members of the Public

1. Call to Order

2. Confirmation of Previous Meeting Minutes

   Moved By: Councillor Dave DeLellis
   Seconded By: Councillor Dayne Malloch

3. Disclosure of Pecuniary Interest
   None

4. Delegations
   a. Sheldon Smith – Alternatives Assessment Report PowerPoint Presentation
      i. This presentation outlined background on the Scudder Wharf, potential uses for the dock, base case remediation upgrades and costs, additional remedial alternatives for future use, and recommendations of which alternatives to proceed with.

5. Reports

Action Reports
   a. Councillor Dave DeLellis –
      i. Report from Tourism, Economic Development Advisory and Hunt Committee
         1. 2020 Digital Media Campaign;
         2. 2020 Tourism Capital Requests;
         3. Tourism Windsor Essex Pelee Island – Staycation Expo;
         4. Minutes from Jan 20, 2020 committee conference call;
         5. Tourism Windsor Essex Pelee Island Ad approval
      ii. Report from Drainage Committee
           1. Drainage Project Update;
           2. Resolution to appoint a member to the Drainage Committee (Verbal)

   b. Councillor Sheri Smith
      i. Request to Ministry of Transportation to erect signage at the West Dock; (Verbal)

   c. Drainage Superintendent –
      i. Received report No. 2020-03 EC - Drainage Tile Loan Program (Background Information Report Only)

   d. Chief Administrative Officer and Clerk -
i. Re-Assignment of Agricultural Lands – Airport Tender.

**Consent Reports**


6. **Recognitions**

None

7. **Communications and Petitions**

a. **County of Essex** – Pelee Island Transportation Study Advisory Committee (PITSAC) Meeting, Rural Ontario Municipal Association (ROMA) Follow-up.
   i. Communications received from the County of Essex by the Council of the Township of Pelee.

b. **Corporation of the City of Sarnia** – Resolution to support the halting of the construction of the Deep Geological Repository, in the Bruce Peninsula.
   i. Communication received from the Corporation of the City of Sarnia by the Council of the Township of Pelee.

c. **Ernie Hardeman Minister of Agriculture, Food and Rural Affairs** - seeking input on a proposal to streamline Drainage Act approval processes; and **Township of Pelee** amendment proposal response.
   i. Communication received from Ernie Hardeman Minister of Agriculture, Food and Rural Affairs by the Council of the Township of Pelee.

d. **Pelee Island Co-operative Association** - Scudder Harbour Remediation update and request for assistance.
   i. Communication received regarding the Scudder Harbour Remediation update and request for assistance by the Council of the Township of Pelee. As well resolution 2020-22 was carried agreeing to have the required drain sampling, requested by the Pelee Island Co-operative Association, completed by municipal staff as an in-kind service.

e. **Village of Merrickville-Wolford** – Requesting support for resolution mandating the Ministry of Natural Resources and Forestry be required to provide evidence to municipalities prior to expanding wetland designations.
   i. Communications received from the Village of Merrickville-Wolford were supported by the Council of the Township of Pelee and a letter has been drafted as per resolution 2020-23.

f. **Town of Tecumseh** – Requesting support for resolution asking the federal, provincial and all municipal governments lobby the telecommunications industry find a solution to increasing problem of misdialed 911 calls.
   i. Communications received by the council of the Township of Pelee and a letter of support to be sent to the Town of Tecumseh as per resolution 2020-24.

g. **City of Quinte West** and the **Municipality of Strathroy-Caradoc** - Requesting support for resolution encouraging the province to continue to provide program support to the Conservation Authorities in the Province of Ontario.
   i. Communications received by the council of the Township of Pelee from the City of Quinte West and the Municipality of Strathroy-Caradoc.

h. **Ducks Unlimited Canada** – Invitation to fundraising dinner and request for support and donation.
   i. Communications received by the council of the Township of Pelee from Ducks Unlimited Canada and a donation has been made for their fundraising dinner as per resolution 2020-25.

i. **Thorold Wild Game Dinner** – Requesting support and donation.
   i. Communications received by the council of the Township of Pelee from Thorold Wild Game Dinner and a donation has been made for their fundraising dinner as per resolution 2020-26.

   i. Communications received by the council of the Township of Pelee.
8. Scheduled Motions

Action Motions
a. Resolution 2020-13 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Councillor Sherri Ouellette

   “Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Tourism, Economic Development Advisory and Hunt Committee and approve the recommendations for the 2020 Digital Media Advertising Package as presented and authorize administration to proceed with posting.”

b. Resolution 2020-14 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Councillor Sherri Ouellette

   “Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the 2020 Capital Requests as submitted by the Tourism, Economic Development Advisory and Hunt Committee for consideration as part of the 2020 Capital Budget process.”

c. Resolution 2020-15 was CARRIED
   Moved By: Councillor Sherri Ouellette
   Seconded By: Councillor Dayne Malloch

   “Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Tourism, Economic Development Advisory and Hunt Committee and agree to participate in the 2020 Staycation Expo sponsored by the Tourism Windsor Essex Pelee Island (TWEPI).

   AND FURTHER that no cost be borne by the Township.”

d. Resolution 2020-16 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Deputy Mayor Dave Dawson

   “Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Tourism, Economic Development Advisory and Hunt Committee and agree to join the Leamington Chamber of Commerce at an annual fee of $150.00.”

e. Resolution 2020-17 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Deputy Mayor Dave Dawson

   “Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Tourism, Economic Development Advisory and Hunt Committee and instruct the Chief Administrative Officer/Clerk to request the Ministry of Transportation provide three (3) round trip vehicle and passenger fares on the Pelee Islander II for the Turkey Hunt Giveaway to be held April 24 – April 28, 2020.”

f. Resolution 2020-18 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Councillor Sherri Ouellette

   “Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Tourism, Economic Development Advisory and Hunt Committee and instruct the
Chief Administrative Officer/Clerk to request the Ministry of Transportation to agree to the placement of a Tourism Kiosk on the Pelee Islander II sailing vessel.”

g. Resolution 2020-19 was CARRIED  
   Moved By:  Councillor Dayne Malloch  
   Seconded By:  Councillor Sherri Ouellette

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Tourism, Economic Development Advisory and Hunt Committee and approve the proposed Tourism Windsor Essex Pelee Island (TWEPI) Advertisement as presented with noted changes:

Move marina banner to under photo and include information on Campground facilities re: phone number and on-line booking access.

Final copy to be subject to approval of Administration.”

h. Resolution 2020-20 was CARRIED  
   Moved By:  Councillor Dayne Malloch  
   Seconded By:  Councillor Sherri Ouellette

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Drainage Committee and appoint Luke Martin as a committee member for the balance of the council term.”

i. Resolution 2020-21 was CARRIED  
   Moved By:  Councillor Dayne Malloch  
   Seconded By:  Councillor Dave DeLellis

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the Report from the Chief Administrative Officer and Clerk and authorize the reassignment of a portion of the airport farmland lease subject to the agreed upon terms and tender price originally executed. Administration to prepare a by-law amendment for execution at the March 23, 2020 regular meeting of Council.”

j. Resolution 2020-22 was CARRIED  
   Moved By:  Councillor Dayne Malloch  
   Seconded By:  Councillor Dave DeLellis

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby agree to have the required drain sampling requested by the Pelee Island Co-operative completed by municipal staff as an in-kind service.

AND FURTHER that a NO OCCUPANCY order be issued for the Bonnet Building.

It is understood that there will be no cost to the municipality for providing this service and all sample testing costs and supplies remain the obligation of the Pelee Island Co-operative.”

k. Resolution 2020-23 was CARRIED  
   Moved By:  Councillor Dave DeLellis  
   Seconded By:  Councillor Dayne Malloch

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby supports the Resolution from the Village of Merrickville-Wolford mandating the Ministry of Natural Resources and Forestry be required to provide evidence to municipalities prior to expanding wetland
AND FURTHER THAT a letter of support be sent to the Village of Merrickville-Wolford.”

1. Resolution 2020-24 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Councillor Dave DeLellis

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby supports the Resolution from the Town of Tecumseh asking the federal, provincial and all municipal governments lobby the telecommunications industry to find a solution to the increasing problem of misdialed 911 calls.

AND FURTHER THAT a letter of support be sent to the Town of Tecumseh.”

m. Resolution 2020-25 was CARRIED
   Moved By: Councillor Dave DeLellis
   Seconded By: Councillor Dayne Malloch

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the invitation to its fundraising dinner from Ducks Unlimited Canada and agree to provide one (1) free pheasant hunt licence for Hunt One and one free pheasant hunt licence for Hunt 2 as a fundraising donation.”

n. Resolution 2020-26 was CARRIED
   Moved By: Councillor Dave DeLellis
   Seconded By: Councillor Dayne Malloch

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby receives the request for support from the Thorold Wild Game Dinner and agree to provide one (1) free pheasant hunt licence for Hunt One and one free pheasant hunt licence for Hunt 2 as a fundraising donation.”

Consent Motions

a. Resolution 2020-27 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Councillor Sherri Ouellette

“Be it resolved that the Council of the Corporation of the Township of Pelee consents to the following items:

1. Disbursements as at February 26, 2020 in the amount of $211,437.75.”

9. Deferred Matters

a. Mayor Ray Durocher – reports to be presented at March 23rd, 2020 Council Meeting
   i. Report on Stakeholder Engagement Consultation – Conservation Authorities;
   ii. Report on Ontario Provincial Police – Community Safety and Policing Roundtable

10. Enquires

a. Councillor Sherri Ouellette requested better notification and information as to when committee meetings are occurring.
   i. Noted that all committee meetings should be public at least 72 hours in advance of a scheduled meeting and that all Councillors and administration be notified directly of committee meetings going forward.
11. Emergent Matters

a. Notice of Motion – Chief Administrative Officer and Clerk
   i. Taxi Licence By-Law will be presented at March 23, 2020 Council Meeting

12. By-Laws

a. Resolution 2020-28 was CARRIED
   Moved By: Councillor Sherri Ouellette
   Seconded By: Councillor Dayne Malloch

   “Be it Resolved that the Council of the Township of Pelee hereby adopts By-Law 2020-04; Being a Bylaw to provide for the appointment of a Tile Drainage Inspector for the Corporation of the Township of Pelee.”

b. Resolution 2020-29 was CARRIED
   Moved By: Councillor Sherri Ouellette
   Seconded By: Councillor Dayne Malloch

   “Be it Resolved that the Council of the Township of Pelee hereby adopts By-Law 2020-05; Being a By-law to Authorize a Borrowing By-law to aid in the construction of drainage works under the Tile Drainage Act.”

c. Resolution 2020-30 was CARRIED
   Moved By: Councillor Dayne Malloch
   Seconded By: Councillor Sherri Ouellette

   “Be it Resolved that the Council of the Township of Pelee hereby adopts By-Law 2020-06; Being a By-Law to Confirm Proceedings.”

13. Adjournment

______________________________
Raymond Durocher, Mayor

______________________________
Janice Hensel, CAO/Clerk
REPORT TO COUNCIL NO: 2020 – 04 JH

SUBJECT: AMENDMENT TO TOWNSHIP OF PELEE PROCEDURAL BY-LAW FOR COUNCIL AND COMMITTEES TO PROVIDE FOR ELECTRONIC MEETINGS DURING A DECLARED EMERGENCY

Recommendation

1. That Report 2020 - 04 JH regarding amendments to Township of Pelee’s Procedural By-law 2019 – 12 be received; and

2. That Section 8A related to Procedures Applicable in Declared Emergencies be added to the Procedural By-law when an emergency has been declared by the Township or by the Province under the Section 4 or 7.0.1 of the Emergency Management and Civil Protection Act and to allow for electronic meetings during a declared emergency.

Executive Summary

Bill 187 being the Municipal Emergency Act, 2020, was passed by the Ontario Legislature March 19, 2020 and received Royal Assent the same day. This Bill provides municipal councils to convene through electronic participation and those participating electronically be counted as part of quorum during emergencies declared either at the Township or provincial level.

The Township of Pelee must amend its Procedural By-law in order to include a section to allow Council and Committees to participate electronically during an emergency in order to continue moving the business of the Township forward. This new Section 8A will be entitled Procedures Applicable in Declared Emergencies.

Background and Discussion

Bill 187, the Municipal Emergency Act, 2020 passed third reading March 19, 2020. Under this Bill it provides that during emergencies, should they choose to, members of councils, local boards and committees who participate electronically in open and closed meetings may be counted for the purposes of quorum.

The Provincial government declared a state of emergency Tuesday March 17, 2020 due to the ongoing COVID-19 health crisis.

Until the emergency declaration has ended and with amendments to the Township of Pelee’s Procedural By-law, Bill 187 permits Pelee Township Councillors to participate electronically in meetings, Council, Committee of the Whole and committees in general and continue to be counted as part of quorum.

It is staff’s recommendation that a new Section 8A Procedures Applicable in Declared Emergencies be added to By-law 2019-12 to allow council members to participate electronically for Council and all committee meetings during a declared emergency. The new section provides for overall electronic participation for council meetings and other matters that come along with such participation.

The Ministry of Municipal Affairs and Housing has also indicated that all other open meeting rules apply such as notice regarding the meeting, agenda posting and maintaining meeting minutes continue to apply.

Staff have been working to ensure that the Township has the capabilities to complete council and committee meetings electronically.

Legal and Legislated Requirements
Bill 187, the Municipal Emergency Act, 2020 permits local councils and committees to amend their procedural by-laws to allow for members to electronically participate in meetings and be counted for the purposes of quorum.

The Township of Pelee’s Procedural By-law 2019-12 needs to be amended to include Section 8A Procedures during Declared Emergencies to allow for electronic participation for council members during this a declared emergency.

Appendices and Attachments

Draft By-Law No 2020- 09 - to amend by-law 2019-12
REPORT TO COUNCIL – 2020-05 JH

SUBJECT: MUNICIPAL RESPONSE TO COVID-19 PANDEMIC

Quote from the president of the Association of Municipalities of Ontario

“There is no place better prepared than Ontario to respond to the COVID-19 emergency, manage through it effectively, and to rebuild prosperity through a period of recovery. Municipalities will support the province, our communities, and enterprises large and small, every step of the way.”

Over the past four weeks, the Township of Pelee has been closely monitoring and responding to the coronavirus (COVID-19). Our response is being led by the Windsor-Essex County Health Unit, (WECHU) and we are also working collaboratively with the County of Essex, regional municipalities, the Province of Ontario and the Government of Canada. The situation is rapidly changing and further updates are provided as information becomes available.

The health and safety of our residents, our municipal employees and our community continues to be a major priority. I want to take this time to commend the Council and municipal staff for their hard work and dedication. It is the ongoing efforts of Council and staff and the co-operation of our entire community that will keep our citizens safe.

It is important that we work together and know that across all levels of government, we are doing all we can to protect our residents, but we also need the public to consider the seriousness of the situation.

Stay home, stay safe and stay informed.

The Township encourages residents to follow updates from the Windsor Essex County Health Unit. Local updates and information will still be provided on the Township’s website and social media channels.

To date the Township has declared a State of Emergency as it relates to our response to the COVID-19 pandemic. This was done not to illicit fear, but rather to ensure the municipality is well poised to respond to challenges in a timely and efficient manner. This declaration reinforces our commitment to working collaboratively with all of our partnering municipalities, government officials, first responder agencies and healthcare organizations to ensure we are as best prepared as possible to respond to the needs of our residents.


We have implemented all requirements of the provincial and federal emergency orders and continue to provide essential services only.

Pursuant to Provincial and Federal orders, we have closed all municipal facilities to the public, including all parks, public beaches, the marina, East Park Campground, and all municipal buildings. We have asked the community to respect these decisions.

We have modified and put in place COVID-19 protocols to ensure the safety of our employees who continue to work to provide essential services related to our water, roads, transfer station and municipal administration.
We have been meeting regularly with the Ministry of Transportation and the Owen Sound Transportation Company to ensure the provision of safe transportation to/from the island.

We have provided financial relief measures to lessen the COVID-19 impact on residents and business by waiving penalties and interest and will continue to assess the situation to ensure we, as a municipality are doing everything we can during this unprecedented time.

We have provided information and access to available resources for our business community to assist them in making decisions. A summary of these supports is provided in Appendix attached to this report.

Economic recovery will be a challenge during the coming months, we ask our community to support our business community and seasonal operations as they return to our community and are faced with difficult decisions and challenges related to opening their establishments. They are a vital part of our economy they need our support.

**CHALLENGES:**

**Provide clear, consistent and reliable information.**

As municipal leaders, we have significant local networks. We are using these resources to amplify and share messages from our municipality and other official sources.

We have been Retweeting and sharing messages from our local health unit, our municipality, from the Ontario Government’s official social media feeds, and from the Federal Government.

As a municipality, we cannot stress enough to the community to stay focussed and encourage everyone to refer to the most accurate source of information when viewing social media feeds. The municipality will continue its approach of sharing the latest quality local information from the health unit, the province and the federal government on municipal sites.

Residents should continue to look to the most accurate source of information on our social media feeds and municipal webpage.

**Transportation**

The Township is working with the Province and the Owen Sound Transportation Company to ensure safe transportation to and from the island.

Although the Premier and Canada’s Medical Officer of Health have openly encouraged people to refrain from travelling to seasonal homes during this period of time, the municipality has no authority to prevent travel to and from the island. To respectfully provide perspective, there are 1,000s of people who travel into Windsor every day for groceries, etc. The City cannot close its borders, or refuse entry because they are not residents.

The onus is on every individual/ resident/cottager to make their OWN informed decision if their travel is essential. The municipality encourages everyone to make this decision in the best interest of their community and neighbouring communities.

Part of the uniqueness of our community is our diversity – we are Canadian, we are American, we are permanent residents and we are seasonal residents and cottagers. We all love our island and are respectful of our community. We need to work together to get through these difficult times.
We can, at best, respectfully request that seasonal residents and permanent residents coming to/or returning to the island from any mainland trip, please follow WECHU guidelines and self-isolate for a period of fourteen days upon arrival.

To protect yourself from COVID-19:

- Wash your hands regularly and thoroughly;
- Cough or sneeze into your sleeve or a tissue
- Keep surface clean and disinfected;
- Stay home unless essential to go out and stay home when you are sick;
- Practice physical distancing (2 metres).

The WECHU encourages the public to follow credible sources for information about COVID-19. The WECHU monitors and updates its website daily including case counts for Windsor and Essex County. For up-to-date facts visit [www.wechu.org](http://www.wechu.org).

Visit Ontario’s [website](http://www.ontario.ca) to learn more about how the province continues to protect Ontarians from COVID-19.

For the most up-to-date information on COVID-19, residents should visit the websites of the [Windsor-Essex County Health Unit](http://windsor-essex.ca), [Public Health Ontario](http://www.publichealthontario.ca) and [Public Health Canada](http://www.phac-aspc.gc.ca).

**Next Steps**

Township staff are currently working to manage and proactively plan for the impacts of COVID-19 on the following and will accurate information on council’s decisions as it becomes available.

1. 2020 Pheasant Hunt
2. Advertising and Promotion
3. Operating Budgets
4. Capital Budgets
5. Shoreline Protection
6. Transportation Services
7. Economic Recovery – Business Retention

Respectfully Submitted,

Janice Hensel
Chief Administrative Officer and Clerk
Appendix “A”
Business Support Programs

FEDERAL SUPPORTS

Department of Finance – An overview of the Canada Emergency Response Benefit which can support individuals who have lost their job, are taking care of a family member, or are still employed, but are not receiving income as a result of COVID-19.

Office of the Prime Minister – Details on the Prime Minister’s plan to Mobilize Industry to fight COVID-19.

Business Credit Availability Program – A $10 billion fund administered by Business Development Canada and Export Development Canada

Resources for Businesses – A list of resources on topics such as supporting employees, financial implications and business preparedness, business travel and events, and exporting and international business

Employment and Social Development Canada – A list of resources on benefits and services on topics including employment insurance, work-sharing program, the labour program and federally regulated workplaces, and the repayment of student loans

Canada’s COVID-19 Economic Response Plan provides an overview of the Federal Government’s announced support for Canadians and Businesses

Support for Businesses topics include:

- Supporting Canadian Businesses Through the Canada Account
- Helping Businesses Keep Their Workers
- Flexibility for Businesses Filing Taxes
- Ensuring Businesses have Access to Credit
- Supporting Financial Market Liquidity

PROVINCIAL SUPPORTS

- Ministry of Heritage, Sport, Tourism and Culture Industries – The Ministry has convened a series of advisory groups with leading sector stakeholders
- Ministry of Finance – The Cabinet Committee will be performing consultations with big and small businesses across the province
- Office of the Premier – New legislation to come on job protections for workers who take leave from work
- Office of the Premier – An overview of the Employment Standards Amendment Act which provides job-protected leave to employees in isolation or quarantine due to COVID-19, or those who need to be away from work to care for children because of school or day care closures or to care for other relatives
OTHER RESOURCES

Canadian Chamber of Commerce – Pandemic preparedness for businesses

Conference Board of Canada – A daily COVID-19 economic update
Report to Council

Report No: 2020-06 MF
Date: March 23, 2020
Submitted By: Michelle Feltz, Treasurer
Subject: Council/Committee Remuneration and Expenses
Attachments: None
Purpose (Information/Action): Information and Regulatory

Purpose:
To comply with Section 284 (1) of the Municipal Act

Background:
The Municipal Act, Section 284 (1) states:
The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

a) Each member of Council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;

b) Each member of council in respect of his or her service as an officer or employee of the municipality or other body described in clause (a); and

c) Each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Discussion:
The following is the required information for 2019:
Council Disbursements

<table>
<thead>
<tr>
<th>Council Members</th>
<th>Wage/Meeting Allowance</th>
<th>Expenses</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dawson, Dave - Deputy Mayor</td>
<td>$ 8,000.00</td>
<td></td>
<td>$ 8,000.00</td>
</tr>
<tr>
<td>DeLellis, Dave - Councillor</td>
<td>$ 7,000.00</td>
<td></td>
<td>$ 7,000.00</td>
</tr>
<tr>
<td>Durocher, Ray - Mayor</td>
<td>$ 11,300.00</td>
<td>$ 1,178.96</td>
<td>$ 12,478.96</td>
</tr>
<tr>
<td>Malloch, Dayne - Councillor</td>
<td>$ 7,000.00</td>
<td></td>
<td>$ 7,000.00</td>
</tr>
<tr>
<td>Smith, Sherri - Councillor</td>
<td>$ 7,000.00</td>
<td></td>
<td>$ 7,000.00</td>
</tr>
</tbody>
</table>

Committee Disbursements: Nothing to report.

Recommendations:
This is for information and regulatory purpose only. No action is required.
Report to Council

Report No: 2020-07  
Date: March 23, 2020  
Submitted By: Michelle Feltz, Treasurer  
Subject: Transfer to Reserves and Reserve Funds for the 2019 fiscal year end  
Attachments: None  
Purpose (Information/Action): Information and Action

Purpose:  
To recommend to Council transfers to reserves and reserve funds for the 2019 fiscal year end.

Background:  
The following by-laws provide the administrative structure required to set up reserves and reserve funds:
- By-law #2015-51 to establish a Federal Gas Tax Reserve Fund,
- By-law #2015-52, to establish Reserves and Reserve Funds,
- By-law #2015-53, to adopt a General Reserve and Reserve Fund Policy.

This report recommends specific transfers to reserves and reserve funds for the 2019 fiscal year end after the audit process.

Discussion:  
It is proposed that the following amounts be transferred to reserves and reserve funds as of December 31, 2019 for the reasons noted.

Gas Tax – The agreement between AMO and the Government of Canada requires that all unspent gas tax funds be deposited in a reserve fund at the end of each year. The Township received $25,353.94 in gas tax funding in 2019. Council directed during budget deliberations for these funds to be placed in reserves for capital works. Therefore, the unspent amount of $25,353.94 should be transferred to the Federal Gas Tax Reserve Fund along with interest earned as per the agreement. This will result in a total of $58,899.92 in the Gas Tax Reserve fund as at December 31, 2019.

Ontario Community Infrastructure Fund-Formula Component: The unspent funds as per the agreement with the provincial government. Council’s direction during the 2019 budget deliberations was to allocate the $50,000 to a grant proposal which was not funded. Therefore, this will be transferred along with interest earned to a reserve for 2019 to be allocated to capital projects within the program guidelines and as directed by Council in 2020.

Main Street Revitalization- The unspent funds of $30,468 will be transferred to reserves in 2019 so that it can be allocated in 2020 for the approved project.

Unexpended Capital – Capital projects were not completed or were under budget for some departments in 2019. It is recommended that the following amounts be transferred or retransferred to reserves as a result.

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campground</td>
<td>$34,294</td>
</tr>
<tr>
<td>Airport/Parks</td>
<td>$31,905</td>
</tr>
</tbody>
</table>

Unexpended Operating Funds – Normally, unspent operating funds are allowed to lapse and become part of an overall surplus or deficit for the year in question. However, in exceptional circumstances Council may transfer all or part of a departmental surplus to reserves.

It is recommended that the following amounts be transferred.

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roads (unspent gravel/dust suppressant)</td>
<td>$24,500</td>
</tr>
<tr>
<td>Police</td>
<td>$80,796</td>
</tr>
</tbody>
</table>

The amount for police is the difference between billings from the Ontario Provincial Police and the amount we actually paid as directed by Council. This amount should be reserved, as currently, there is no indication that the OPP will be revising their invoices.
Drainage – The amount of the drainage surplus (as of December 31, 2019):
   Big Marsh   -$47,401.00
   Curry Marsh  -$67,877.12

The balance remains the same as that of December 31, 2018.

Comments – As referenced in the January 5, 2015 reserve report to council, “The amounts in a reserve fund must be segregated and accounted for separately. Amounts in reserve funds do not need to be funded. At this stage in our financial position, these will be paper entries and the funds will be co-mingled with general municipal funds. As our financial situation improves over time, it will be possible to actually fund the reserves. Establishment of these reserves is one step towards proper funding of an asset management plan which will eventually reduce, if not eliminate, the need for excessive borrowing to meet the capital needs of the township.”

Recommendations:

That the amounts noted in the discussion section of this report be transferred to the appropriate reserve or reserve fund.

The reserve and reserve fund balances as at December 31, 2019 will be as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Gas Tax Reserve Fund</td>
<td>$58,899.92</td>
</tr>
<tr>
<td>OCIF-Formula Component Reserve Fund</td>
<td>$150,430.52</td>
</tr>
<tr>
<td>Main Street Revitalization</td>
<td>$30,468.00</td>
</tr>
<tr>
<td>Police</td>
<td>$270,915.55</td>
</tr>
<tr>
<td>Drainage Reserve</td>
<td>$115,278.12</td>
</tr>
<tr>
<td>Public Transportation</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Administrative (planning fees &amp; elections)</td>
<td>$2,177.43</td>
</tr>
<tr>
<td>Ferry Launch</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Community Groups</td>
<td>$23,594.46</td>
</tr>
</tbody>
</table>

Total Reserve and Reserve Fund Balances: $674,264.00

Capital Reserve
   East Park Campground         $34,293.63
   Transfer Station             $31,178.04
   Parks/Airport                $55,147.89
   Roads                       $185,300.00
   Fire                        $33,000.00
   Water                       $80,891.01

Capital Reserve Balance at December 31, 2019: $419,810.57
<table>
<thead>
<tr>
<th>Payment #</th>
<th>Date</th>
<th>Vendor Name</th>
<th>Reference</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4478</td>
<td>2/26/2020</td>
<td>Employee Reimbursement</td>
<td>Supplies-Home BLDG</td>
<td>237.27</td>
</tr>
<tr>
<td>4479</td>
<td>2/29/2020</td>
<td>Natural Resource Solutions Inc</td>
<td>SCF Environmental</td>
<td>706.25</td>
</tr>
<tr>
<td>4480</td>
<td>2/29/2020</td>
<td>Voided by the print process</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>4481</td>
<td>2/29/2020</td>
<td>Pelee Island Co-Op</td>
<td>Fuel/Supplies</td>
<td>15,105.65</td>
</tr>
<tr>
<td>4482</td>
<td>2/29/2020</td>
<td>Receiver General</td>
<td>Source Deductions</td>
<td>54.06</td>
</tr>
<tr>
<td>4483</td>
<td>2/29/2020</td>
<td>Southpoint Industrial Supply</td>
<td>electric motor</td>
<td>837.78</td>
</tr>
<tr>
<td>4484</td>
<td>3/06/2020</td>
<td>Bell Canada Public Access</td>
<td>Payphone-Airport</td>
<td>56.50</td>
</tr>
<tr>
<td>4485</td>
<td>3/06/2020</td>
<td>Delage Landen Financial Serv.</td>
<td>Copier Lease</td>
<td>963.13</td>
</tr>
<tr>
<td>4486</td>
<td>3/06/2020</td>
<td>Leamington Chamber of Commerce</td>
<td>Membership</td>
<td>150.00</td>
</tr>
<tr>
<td>4487</td>
<td>3/06/2020</td>
<td>Ministry of Finance</td>
<td>EHT February 2020</td>
<td>1,247.41</td>
</tr>
<tr>
<td>4488</td>
<td>3/06/2020</td>
<td>Munisoft</td>
<td>Tax intro webinar</td>
<td>123.17</td>
</tr>
<tr>
<td>4489</td>
<td>3/06/2020</td>
<td>Pelee Island Co-Op</td>
<td>Fuel/Supplies</td>
<td>2,552.45</td>
</tr>
<tr>
<td>4490</td>
<td>3/06/2020</td>
<td>Receiver General</td>
<td>Source Deduction - Feb</td>
<td>16,880.62</td>
</tr>
<tr>
<td>4491</td>
<td>3/06/2020</td>
<td>Vollans, E. R.</td>
<td>spreader parts</td>
<td>303.19</td>
</tr>
<tr>
<td>4492</td>
<td>3/06/2020</td>
<td>Xerox Canada Ltd.</td>
<td>Copier 5945</td>
<td>47.65</td>
</tr>
<tr>
<td>4493</td>
<td>3/06/2020</td>
<td>Employee Reimbursement</td>
<td>mass mobile</td>
<td>113.00</td>
</tr>
<tr>
<td>4494</td>
<td>3/11/2020</td>
<td>Essex Region Conservation Auth</td>
<td>Risk Management Services</td>
<td>1,392.44</td>
</tr>
<tr>
<td>4495</td>
<td>3/11/2020</td>
<td>GFL Environmental Inc.</td>
<td>bin rentals</td>
<td>999.16</td>
</tr>
<tr>
<td>4496</td>
<td>3/11/2020</td>
<td>Xerox Canada Ltd.</td>
<td>B405DN printer</td>
<td>22.89</td>
</tr>
<tr>
<td>4497</td>
<td>3/20/2020</td>
<td>BDO Canada LLP</td>
<td>Annual Audit</td>
<td>11,978.00</td>
</tr>
<tr>
<td>4498</td>
<td>3/20/2020</td>
<td>Bell Canada,</td>
<td>Watt Line</td>
<td>15.56</td>
</tr>
<tr>
<td>4499</td>
<td>3/20/2020</td>
<td>Caduceon Enterprises Inc.,</td>
<td>EWS TC/EC MOE reporting</td>
<td>165.88</td>
</tr>
<tr>
<td>4500</td>
<td>3/20/2020</td>
<td>Delage Landen Financial Serv.</td>
<td>Copier Lease</td>
<td>151.30</td>
</tr>
<tr>
<td>4501</td>
<td>3/20/2020</td>
<td>Driftwood Bed &amp; Bagel</td>
<td>Consultant Accommodation</td>
<td>141.25</td>
</tr>
<tr>
<td>4502</td>
<td>3/20/2020</td>
<td>JBJ Trucking</td>
<td>Water Testing Delivery</td>
<td>75.48</td>
</tr>
<tr>
<td>4503</td>
<td>3/20/2020</td>
<td>Minister of Finance</td>
<td>OPP LSR</td>
<td>3,051.00</td>
</tr>
<tr>
<td>4504</td>
<td>3/20/2020</td>
<td>Munisoft</td>
<td>GL intro webinar</td>
<td>246.34</td>
</tr>
<tr>
<td>4505</td>
<td>3/20/2020</td>
<td>Owen Sound Transportation</td>
<td>Freight/Air - account 3850</td>
<td>124.13</td>
</tr>
</tbody>
</table>

Other:

202066-Man 2/26/2020 OMERS Monthly Remittances 3,953.40
202067-Man 3/11/2020 Bell Conferencing Inc. conference line 33.90
202068-Man 3/11/2020 Bell Canada Big Marsh (N) Phone 74.42
202069-Man 3/11/2020 Bell Canada Transfer Station 74.41
202070-Man 3/11/2020 Bell Canada Marina 200.16
202071-Man 3/11/2020 Bell Canada Office Fax 51.88
202072-Man 3/11/2020 Bell Canada Airport Phone 74.42
202073-Man 3/11/2020 Bell Canada Office Emerg Line 65.44
202074-Man 3/11/2020 Bell Canada Curry Marsh Phone 82.27
202075-Man 3/11/2020 Bell Canada Farm Phone 74.42
202076-Man 3/11/2020 Bell Canada WSW Phone 130.76
202077-Man 3/11/2020 Bell Canada Big Marsh (W) Phone 74.42
202078-Man 3/11/2020 Bell Canada Office 548.33
202079-Man 3/24/2020 Bell Canada Campground 133.66
202080-Man 3/09/2020 Hydro One Networks Inc. Hydro Streetlights 231.69
<table>
<thead>
<tr>
<th>Payment #</th>
<th>Date</th>
<th>Vendor Name</th>
<th>Reference</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>202081-Man</td>
<td>3/09/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro TS</td>
<td>48.33</td>
</tr>
<tr>
<td>202082-Man</td>
<td>3/09/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Campground</td>
<td>63.96</td>
</tr>
<tr>
<td>202083-Man</td>
<td>3/09/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro CM</td>
<td>662.90</td>
</tr>
<tr>
<td>202084-Man</td>
<td>3/09/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro BM (W)</td>
<td>1,210.29</td>
</tr>
<tr>
<td>202085-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>CLINIC/EMS HYDRO</td>
<td>1,037.36</td>
</tr>
<tr>
<td>202086-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Municipal Office</td>
<td>370.51</td>
</tr>
<tr>
<td>202087-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro WSW</td>
<td>1,302.18</td>
</tr>
<tr>
<td>202088-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Roads</td>
<td>141.40</td>
</tr>
<tr>
<td>202089-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Airport</td>
<td>658.46</td>
</tr>
<tr>
<td>202090-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Marina Dock</td>
<td>28.30</td>
</tr>
<tr>
<td>202091-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Marina Office</td>
<td>28.30</td>
</tr>
<tr>
<td>202092-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Bonnett Building</td>
<td>28.30</td>
</tr>
<tr>
<td>202093-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro Farm</td>
<td>209.91</td>
</tr>
<tr>
<td>202094-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro BM(N)</td>
<td>885.34</td>
</tr>
<tr>
<td>202095-Man</td>
<td>3/11/2020</td>
<td>Hydro One Networks Inc.</td>
<td>Hydro ESW</td>
<td>282.66</td>
</tr>
<tr>
<td>202096-Man</td>
<td>3/18/2020</td>
<td>Bell Mobility</td>
<td>mobility monthly charges</td>
<td>400.51</td>
</tr>
</tbody>
</table>

Total for General: 71,218.83

Certified Correct This April 8, 2020

Mayor, Raymond Durocher  
Treasurer
The Corporation of the Township of Pelee
Regular Meeting of Council
COUNCIL RESOLUTION

Date: April 14, 2020

Resolution 2020 -

Moved by: Seconded by:

“Be it resolved that the Corporation of the Township of Pelee hereby resolves that no late payment charges on property tax and water accounts in either form, penalty and/or interest, through the period ending June 30, 2020. In the absence of additional financial relief measures, interest and penalties will be calculated on all past due balances as of July 1st and the first of every month thereafter.”

RESOLUTION RESULT	RECORDED VOTE

CARRIED		YES		NO

DEFEATED

DEFERRED

REFERRED

PECUNIARY INTEREST DECLARED

RECORDED VOTE (SEE RIGHT)

WITHDRAWN

MAYOR-Raymond Durocher	CAO/Clerk-Janice Hensel

The above is a certified to be true copy of resolution number 2020 –

Janice Hensel
CAO/Clerk
Ontario Supports Flood Recovery Efforts and Preparedness for Township of Pelee

Funding will Help Repair Key Municipal Infrastructure

NEWS

LEAMINGTON — Today, Rick Nicholls, MPP for Chatham-Kent-Leamington announced that the Province of Ontario is providing the Township of Pelee up to $104,201.82 in financial support to help with recovery efforts related to flooding that occurred in spring 2019. This will go towards eligible costs for shoreline repairs, including purchasing of armour stone and riprap materials. This funding is being provided through Ontario’s Municipal Disaster Recovery Assistance (MDRA) program, which helps eligible municipalities recover from extraordinary costs after a natural disaster. In response to these devastating floods, the province has also launched the $1 million “Build Back Better” pilot project under the MDRA program. Eligible communities will be provided up to 15 per cent above the estimated cost of rebuilding damaged infrastructure to make it more resilient to extreme weather. Through this program, up to $14,757 of the total provincial funding being provided is going towards reinforcing shorelines infrastructure. “The safety of Ontarians is a top priority for our government,” said Steve Clark, Minister of Municipal Affairs and Housing. “When natural disasters like last spring’s historic flooding occur, our Municipal Disaster Recovery Assistance program and the Build Back Better pilot project play a key role in helping eligible municipalities recover from the past devastation and prepare for the future”, said Minister Clark. Nicholls stated, “In the aftermath of last year’s natural disasters, our government developed Ontario’s Flooding Strategy to better protect people and communities from the effects of flooding in the future by reducing the risk and helping Ontarians better prepare for these types of events”. Nicholls went on to say, “Dealing with unexpected natural disasters is always a challenge. That is why our government is proud to help Pelee Island manage the financial impacts resulting from last year’s flooding.”

QUICK FACTS

Eligible expenses under MDRA may include operating and capital costs that are over and above regular municipal budgets and are directly linked to the disaster.

- A municipality may be eligible for the MDRA program if its disaster-related costs reach a threshold of three per cent of its Own-Purpose Taxation levy.
- The government also offers assistance under the Disaster Recovery Assistance for Ontarians program. To date, the government has provided disaster recovery funding assistance of over $7.5 million to affected individuals, small businesses and not-for-profit organizations as a result of spring 2019 flooding.

Media Contact 519-351-0510
March 23, 2020

By Fax to: 613.941.6900 & Twitter @CanadianPM, @JustinTrudeau

The Right Honourable Justin Trudeau
Prime Minister of Canada
Langevin Block,
Ottawa, Ontario, K1A 0A2

Prime Minister:

Re: Direct Payment of Federal Funds to Municipalities to Waive Property Taxes for the Year 2020 - Financial help to alleviate the suffering from COVID-19 Pandemic

It is trite to repeat the human and financial toll of the COVID-19 Pandemic. Similarly, the commitment of the federal, provincial and municipal governments toward alleviating the suffering of Canadians does not require repeating.

We, at the Town of Midland, in the Province of Ontario, are proposing what we believe to be a simple but effective solution to facilitate the delivery of our common and shared commitment to the financial and psychological well-being of all Canadians.

Proposal:

1. Residential Properties (primary residence only)
   a. Waive 100% of the 2020 property taxes for all residential properties currently assessed at or below $500,000.00 by each governing provincial property assessment body; and
   b. Waive 50% of the 2020 property taxes for all residential properties currently assessed below $1,000,000.00; and
   c. Waive 25% of the 2020 property taxes for all residential properties currently assessed above $1,000,000.00.

2. Industrial, Commercial and Farm Properties
   a. Waive 100% of the 2020 property taxes for all; industrial, commercial and farm properties currently assessed at under $10,000,000.00; and
   b. Waive 50% of the property taxes for the year 2020 for all industrial, commercial and farm properties currently assessed between $10,000,000.00 and $50,000,000.00; and
   c. Waive 25% of the property taxes for the year 2020 for all industrial, commercial and farm properties assessed above $50,000,000.00.
3. Federal Transfer Payment to Canadian Municipalities

   a. In lieu of the annual municipal property taxes, the Federal Government transfers funds to municipalities across Canada, as a one-time grant.

Advantages of the Proposal:

1. Quick and timely relief;
2. Direct relief to all Canadian homeowners and the business community;
3. Directly protects Canadians who although may be solvent, are unable to easily meet the financial pressures beyond their personal capacity due to COVID-19;
4. No additional resources required to assess individual need and delivery of the relief;
5. Negligible overhead costs for the disbursement of the relief. In fact, it may cut-down on some of the work for municipal staff; and
6. The financial stimulus received from the federal government will come into circulation immediately and will stay in the community.

There are a multitude of other direct and indirect financial and non-financial benefits that will result from the implementation of this proposal. The biggest non-financial impact is that Canadians will see an immediate financial relief respecting the pressures to make their property tax payments and be better positioned to address other essential needs. In turn, removing this added stress will provide some relief to the already strained financial and health systems.

As you are aware, Canadians are entering this time of crisis with a very high amount of household debt and a great deal of financial fragility. Taking this simple step should alleviate some of those pressures. At the same time, it will keep your municipal governments, and school boards primed for continued productivity and forward momentum to address the fallout from COVID-19.

Thanking you in anticipation of a favourable response. Sincerely,

The Corporation of the Town of Midland

Stewart Strathearn, Mayor
sstrathearn@midland.ca

Amanpreet Singh Sidhu, Chief Administrative Officer
asidhu@midland.ca

c: Town of Midland Council
Association of Municipalities of Ontario
Province of Ontario
No. 14. A.  

Corporation of the Township of Pelee  
By-Law 2020 - 09

Being a By-law to Amend By-law 2019 – 12 which provides for the Rules of Order and Procedure for Council and Committees and allow For Electronic Meetings During Any Period Where an Emergency Has Been Declared;

WHEREAS the current COVID-19 pandemic has required the immediate implementation of significant measures to slow the spread of the virus which causes COVID-19;

AND WHEREAS those measures include social distancing and avoiding large gatherings of individuals;

AND WHEREAS the Township’s Procedural By-law 2019 – 12 does not provide for electronic participation by members of Council in meetings of Council, Committee of the Whole, or certain Committees, and thus requires that their meetings be held in-person;

AND WHEREAS Township Council desires that such meetings may be carried out via electronic means during the pandemic period, wherever possible, public access will be available through open publication of the agendas for those meetings and materials in support of the business to be considered at the open portions of those meetings;

AND WHEREAS section 238(3.4) of Township Council may hold a special meeting to amend By-law 2019 – 12 to provide for the expanded use of electronic meetings for Township Council, Committee of the Whole, and its other Committees, during any period where an emergency has been declared to exist in all or part of the municipality under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act;

AND WHEREAS by Order-in-Council 518/2020, the Lieutenant Governor by and with the advice and concurrence of the Executive Council of Ontario, declared an emergency pursuant to section 7.0.1 of the Emergency Management and Civil Protection Act in the whole of the Province of Ontario, which Order-in-Council has been filed as Ontario Regulation 50/20; NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PELEE HEREBY ENACTS AS FOLLOWS:

1. That By-law 2019 - 12 (the “Procedural By-law”) is amended by adding the text in attached Schedule immediately following Section 8.

2. That the Clerk is authorized to prepare and distribute a consolidated version of the Procedural By-law reflecting this amendment.

3. This By-law shall come into full force and effect immediately.

ENACTED AND PASSED this 14th day of April, 2020.

___________________________
Raymond Durocher  
Mayor

______________________________
Janice Hensel  
Chief Administrative Officer and Clerk
### Schedule “A”

**8A. Procedures Applicable in Declared Emergencies**

| Definitions | 8A.1 | In this section 8A:
|-------------|------|---
|             |      | a) “Electronic Means” means a method of participation in a meeting as described in section 8A.4; and
|             |      | b) “Emergency Period” means any period where an emergency has been declared to exist within all or any part of the Township of Pelee under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act; |

| Application and Paramountcy | 8A.2 | The following provisions of this section 8A apply only during an Emergency Period, and in the event of any inconsistency between them and any other provision in this By-law, the provisions of this section 8A shall prevail. |

| Full Participation by Electronic Means During Emergency Period | 8A.3 | During any Emergency Period:
|                                                              |      | a) any member of Council may participate in any meeting of Council or Committee of the Whole through Electronic Means, including any meeting or part thereof that is closed to the public; |
|                                                              |      | b) any member of a Committee may participate in any meeting of that Committee through Electronic Means, including any meeting or part thereof that is closed to the public; and
|                                                              |      | c) any individual participating in such a meeting through Electronic Means shall be counted in determining whether or not a quorum is present at that meeting. |

| Clerk authorized to establish Electronic Means for participation | 8A.4 | The Clerk shall be authorized, in consultation with the Chair to determine the appropriate technology to provide for Electronic Means of participation in each Meeting, provided that it allows for the following to occur simultaneously:
|                                                              |      | a) each participant may hear any person authorized to speak, |
|                                                              |      | b) each participant entitled to speak may indicate to the Chair that they desire to speak, and
|                                                              |      | c) provides for public access as set out in section 8A.5, if necessary, |

| Open Meetings | 8A.5 | At the discretion of the Clerk, Meetings where Electronic Means are provided may not be physically opened for the
|              |      | and it may, at the discretion of the Clerk, include the ability for videoconferencing between participants. |
| Voting | 8A.6 | The Chair may, with the consent of the Meeting, enact such rules as may be necessary to provide for the conduct of voting in a meeting held in whole or part through Electronic Means, including the adoption of motions on unanimous consent, which rules shall supersede the rules on voting set out in section 23 of this By-law. |
THE CORPORATION OF THE TOWNSHIP OF PELEE

BY-LAW NO: 2020-10

“Encroachment 271 North Shore Road”
(April 14, 2020)

Being a By-Law to enter into an Agreement with Jeremy Truax to allow an encroachment at property described as Lot 26 to 27, Plan 438 in the Township of Pelee.

Whereas, Section 27(1) of the Municipal Act, R.S.O. 2001, S.O. 2001, c. 25 and amendments thereto, permits a municipality to pass By-Laws in respect of a highway over which it has jurisdiction;

And Whereas, Jeremy Truax is the owner of all and singular that parcel or tract of land situate, lying and being in the Township of Pelee, in the County of Essex and Province of Ontario being Plan 438 Lot 26 to 27;

And Whereas, The Council of the Corporation of the Township of Pelee approved By-law No. 2019-41 – being a Zoning By-law Amendment. The purpose of the amendment was to rezone lands to create a site specific, residential building lot and permit the development of a single-family dwelling/cottage. The zoning by-law amendment changed the zone symbols from “C1-Commercial Zone” to an “R1-6 – Residential Zone” and amends Subsection 6.4 by adding the following:
   (i) Lot Area (Minimum): 565 m² (6081.61 ft²)
   (ii) Front Yard Setback: 0.3 m (1 ft)
   (iii) Rear Yard Minimum: 6.096 m (20 ft)

As the By-law allowed for a 0.3 metre or one foot minimum front yard setback, an encroachment agreement is required to allow for the roadside septic system on the municipal right of way of North Shore Road;

And whereas the owners have applied to the Township for permission to permit the encroachment;

Now therefore be it resolved that the Council of The Corporation of the Township of Pelee enacts as follows:

1. That the encroachment is hereby permitted in accordance with the terms and conditions of the Encroachment Agreement attached hereto and marked as Schedule “A”.

2. That the Mayor and chief Administrative Officer/Clerk are hereby authorized to sign said Agreement on behalf of the Corporation of the Township of Pelee.

Read a first, a second and a third time and finally passed on April 14, 2020.

____________________________  ____________________
MAYOR, Ray Durocher        CAO/CLERK, Janice Hensel
Schedule “A” to By-Law Number 2020-10

This encroachment agreement made in duplicate on April 14, 2020.

Between:

The Corporation of the Township of Pelee, herein after called the “Township”

Of the First Part

And:

Jeremy Truax, herein after called the “Licensee”

Of the Second Part

Whereas the Licensee are owners of all and singular that parcel or tract of land situate, lying and being in the Township of Pelee, in the County of Essex and Province of Ontario Plan Plan 438, Lot 26 to 27;

And whereas the Licensee requires an encroachment to allow for the septic system setback;

And whereas Section 27(1) of the Municipal Act, R.S.O. 2001 and amendments thereto, permits a municipality to pass By-Laws in respect of a highway over which it has jurisdiction;

And whereas the Township has agreed to allow an encroachment for the purpose of the septic system;

Now therefore this indenture witnesseth that in consideration of the premises and the payment of the fees hereinafter provided the Licensee hereby undertake and agree with the Town as follows:

1. The encroachment up to, but no closer than, 0.3 metres or one (1) feet from the North Shore Road travelled portion shall be deemed to have been made and the continuance hereafter of the said encroachment shall be, with the express license and consent of the Township to the intent that the said Licensee shall not acquire any easement or right in respect thereof.

2. The Licensee covenant and agree to maintain the said encroachment in good repair at all times to the satisfaction of the Township of Pelee.

3. It is further understood and agreed by and between the parties hereto that if the said portion of the roadway or right-of-way encroached upon is required by the Town for its purposes, the Licensee shall remove the said encroachment and restore the said roadway to the condition of the surrounding area at their expense on sixty (60) days notice from the Township to do so, provided that if the Licensee fail to remove the said encroachment and restore the lands encroached upon the expense of such removal and restoration shall be paid by the Licensee forthwith upon demand or, at the option of the Township, payments of such expense may be enforced in the same manner as realty taxes payable in respect of the said land owned by the said Licensee.

4. If the Township at any time exercises its powers or rights to terminate this Agreement or demand the removal of the said encroachment or revoke the permission granted herein, the Township shall not be liable to pay any compensation for any loss, costs or damages which may be incurred by the Licensee or any person claiming under the Licensee by reason of such termination, demand or revocation.
5. The Licensee shall indemnify and save harmless the Township from and against all loss, costs or damages which they may suffer or be put to and from and against all claims or action which may be made or brought against the Township by reason of the said encroachment, its construction, existence, repair or maintenance or resulting therefrom in any manner whatsoever. The Licensee shall name the Township on the Licensee’ Premises Liability Policy and shall produce a copy to the Township when requested to do so. Liability shall be no less than $1,000,000.

6. By the execution of these presents, the Licensee do hereby expressly and completely release the Township from any and all liabilities, suits, claims and demands (whether for property damage or personal injury or death and whether found in tort, contract or quasi-contract) which at any time might be exerted by the Licensee arising out of the existence of the encroachment on the Township’s roadway or out of any act or omission by the Township.

7. All notices, demands or requests which may be or are required to be given under the provisions of this Agreement by either party to the other herein shall be in writing and may be mailed or delivered and shall be addressed in the case of the Licensee to Jeremy Truax, 1310 McRae Street, Kingsville, Ontario N3W 2R9 and in the case of the Township to The Township Clerk, 1045 West Shore Road, Pelee Island, Ontario, N0R 1M0, or to such other address as either party may from time to time designate by written notice to the other party.

8. This Agreement shall be binding upon and enure to the benefit of the parties and their respective heirs, administrators, executors, successors and assigns.

In witness whereof the parties hereto have executed this agreement as at the date first written above.

_________________________________________
Jeremy Truax

The Corporation of the Township of Pelee

_________________________________________
MAYOR, Ray Durocher

_________________________________________
CAO/CLERK, Janice Hensel

Receipt of Agreement:
I hereby acknowledge receiving a duplicate original copy of the herein Agreement this _____ day of ________________________, 2020.

_____________________________________
Jeremy Truax
THE CORPORATION OF THE TOWNSHIP OF PELEE

BY-LAW: 2020-11

"CONFIRMATION OF PROCEEDINGS"

(April 14th, 2020)

A by-law to confirm the proceedings of Council

WHEREAS the Municipal Act 2001, as amended, states that the powers of a municipal corporation are to be exercised by by-law;

AND WHEREAS the Council of The Corporation of the Township of Pelee wishes to confirm the proceedings and business conducted by Council;

NOW THEREFORE the Council of The Corporation of the Township of Pelee does hereby enact as follows:

1. That the action of the Council at its Council meeting held on the 13th day of January, 2020 in respect to each motion, resolution and other action passed and taken by Council is hereby adopted, ratified and confirmed; save and except resolutions resulting from closed meetings.

2. That the Mayor and the proper Officers are hereby authorized and directed to execute all documents as may be necessary and the Clerk is authorized and directed to affix the Corporate Seal to all such documents.

3. That this by-law shall be cited as the "Confirmation of Proceedings By-law" (April 14th, 2020)

4. That this by-law shall come into force and take effect on the date of passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 14th day of April, 2020.

___________________________________
MAYOR, Raymond Durocher

___________________________________
CAO/Clerk, Janice Hensel