

AGENDA

Tuesday October 24, 2023, 6:00 pm

**Royal Canadian Legion, Branch 403
1169 West Shore Road
Pelee Island, ON, N0R 1M0**

1. Call to Order

Chair to call the Meeting to order as soon after the hour fixed for the meeting as a quorum is present. Stating meeting type, date and time.

2. Amendments to the Agenda

Any changes, additions or deletions from the agenda shall be mentioned at this time.

3. Disclosure of Pecuniary Interest

It is the responsibility of each Member at a Meeting to identify any conflict of interest/pecuniary interest, as set out in the Municipal Conflict of Interest Act, in any matter that is the subject of consideration at the Meeting.

4. Confirmation of Previous Minutes

Confirmation of the previous minutes of council. Motion shall be made to approve Minutes.

A. Regular Meeting of Council – October 10, 2023.

5. Delegations

A list of registered delegates is provided to Council in advance of the meeting. If the delegate is unable to attend the meeting in person a review of the written submission can be made by Council in their absence at the scheduled meeting.

6. Matters Subject to Notice

Items such as Official Plan and Zoning By-Law amendments, Court of Revision, etc.

7. Closed Session

List of any items to be discussed in Closed Session, including general item and section of Municipal Act approving the discussion.

8. Consent Agenda

Items listed in the “Consent Agenda” may include Staff information reports which do not require a decision, Staff reports with recommendations which are considered minor or non-controversial, minutes of committees, adoption of accounts, and/or communications.

If a Member wishes to speak to an item on the Consent Agenda, or wishes to amend a recommendation of any item(s) on the Consent Agenda, the Member shall request the item(s) be removed for subsequent consideration.

- a) Township of East Hawkesbury re: bill of rights fixing long term care
- b) City of Burlington re: Provincial legislation for short term rentals
- c) Township of Clearview re: Illegal Car Rallies
- d) Township of McKellar re: use of digital publications as an acceptable means of communication
- e) Disbursements
- f) Destination and Development Committee minutes – September 20, 2023
- g) MTO/OSTC minutes – October 18, 2023

9. Reports

Items that require a decision and/or may be cause for debate to some extent.

A. By-law Enforcement Officer – Bill Tetler

- i. Report NO 2023-66 BT – Trailer By-law Amendment
 - Public comments received – Dan Krutsch, 128 Sheridan Road

B. Treasurer– Michelle Feltz

- i. Report No. 2023- 67 MF – Financial Summary and Revenue Report at September 30, 2023

C. Drainage Superintendent – Eric Chamberlain

- i. Report No. 2023- 68 EC – Appeals to the Drainage Tribunal Curry Marsh Drain McClure bridge

10. Notices of Motion

Notices of Motion shall be given in writing to the Clerk not later than 7 days prior to the next regular meeting so that the matter may be included in the Council agenda package for consideration and debate at the upcoming Council meeting.

Notices of Motion introduced during a Meeting will be read out to the Members, and recorded in the Minutes, but will be placed on the agenda for the next Meeting unless time sensitive or in an emergency.

11. Recognitions and Announcements

Opportunity for any Township or community recognitions or announcements to be made.

12. By-Laws

No By-Law, except a By-Law to confirm the proceedings of Council, shall be presented to Council unless the subject matter thereof has been considered and approved by Council.

- A. By-law 2023–69 – Being a by-law to enter into an agreement with the Municipality of Leamington for the provision of building services
- B. By-law 2023-70 – Being a by-law to license trailers in the Township of Pelee
- C. By-law 2023-71 - Being a by-law to confirm the proceedings of Council for October 24, 2023

13. Adjournment

Chair shall adjourn Meeting after Council rises from Closed session



MINUTES

**TUESDAY, October 10, 2023
6:00 PM**

**Royal Canadian Legion, Branch 403
1169 West Shore Road
Pelee Island, ON, N0R 1M0**

Members of Council: Mayor Cathy Miller
Deputy Mayor Dayne Malloch
Councillor Dave De Lellis
Councillor Michelle Taylor
Councillor Stephanie Crawford

Members of Administration: Interim Clerk Mary Masse
Treasurer Michelle Feltz

Others Present: By-law Enforcement Officer – Bill Tetler
Members of the Public

1. CALL TO ORDER

Mayor Cathy Miller called the Meeting to order at 6:00 p.m.

2. AMENDMENTS TO THE AGENDA

3. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Malloch declared a conflict with respect to items 9bii) regarding Short Term rentals as it pertains to his personal property.

Councillor DeLellis declared a conflict with respect to item 9bii) regarding Short Term rentals as it pertains to future development of his personal property.

4. CONFIRMATION OF PREVIOUS MINUTES

A. Regular Minutes September 26, 2023

Resolution 2023 – 214

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Deve De Lellis

That the September 26, 2023 Regular Meeting of Council Minutes BE ADOPTED.

CARRIED

5. DELEGATIONS

- A. Lindsay Iatonna and Ashley Meyer, Hicks, MacPherson, Iatonna & Driedger LLP Presentation of the 2022 Audited Financial Statements.**
Report to Council – Michelle Feltz, Treasurer
i. Report No. 2023-61 MF- 2022 Audited Financial Statements

The Treasurer introduced the auditors and reviewed the 2022 financial statements with Council. Council asked for further clarification regarding the Broadband reserves and cumulative taxes to which the Treasurer provided a response.

The Mayor and Council thanked the Treasurer for the review of the financial statements and work involved to prepare the report.

Resolution 2023- 215

Moved by: Councillor Taylor

Seconded by: Councillor Dave DeLellis

That the Council hereby:

- 1. Approves the 2022 audited consolidated financial statements for the Corporation of the Township of Pelee;**
- 2. Authorizes administration to publish the 2022 audited consolidated financial statements on the Municipality’s website (www.pelee.org);**
- 3. Approves that the 2022 surplus of \$599,023 be allocated as revenue in the 2023 budget as per section 289 of the Municipal Act, 2001 with \$213,603 funding the 2023 budget expense estimates and \$385,420 transferred to reserves as presented and adopted in the 2023 budget estimates on July 25, 2023.**
- 4. Receives the report from the Treasurer dated September 29, 2023 regarding the 2022 financial statements as information.**

CARRIED

6. MATTERS SUBJECT TO NOTICE

7. CONSENT AGENDA

- A. Disbursements**
- B. Town of Aurora letter of opposition re: strong Mayor powers**
- C. Town of Aurora re: gender based and intimate partner violence**
- D. Town of Midland re: Catch and Release justice in Ontario legal system**
- E. Ministry of Transportation re: organizational changes and ongoing discussions**
- F. Ministry of the Solicitor General re: Police Service Board composition**

Resolution 2023 – 216

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Michelle Taylor

That Consent Agenda items 8. A. to 8.F. be received.

CARRIED

9. REPORTS

A. Treasurer – Michelle Feltz

i. Report No. 2023 – 62 MF- MDRA

Resolution 2023-217

Moved by Councillor Stephanie Crawford

Seconded by: Councillor Dave DeLellis

WHEREAS the municipality of the Township of Pelee recently experienced impacts of a severe rain event which began on August 23, 2023 and has experienced incremental operating and capital costs, the council of The Corporation of the Township of Pelee hereby requests the Minister of Municipal Affairs and Housing to activate the Municipal Disaster Recovery Assistance program.

Further that Michelle Feltz, Treasurer is given delegated authority to verify and attest to the accuracy of the claim that will be prepared and submitted.

-CARRIED-

ii. Report No. 2023-63 MF – Asset Management Plan Compliance with Ontario Regulation 588/17

Resolution 2023-218

Moved by Councillor DeLellis

Seconded by Councillor Michelle Taylor

- 1. Accepts the project proposal from PSD Citywide Inc. for services to complete an O. Reg 588 Compliant (2025) Asset Manage Plan.**
- 2. Approves that the Project budget of \$41,800 be allocated in the Township of Pelee 2024 and 2025 annual budgets.**

3. **Receives the report from the Treasurer dated October 5, 2023 regarding Asset Management Compliance.**

CARRIED

B. By-Law Enforcement Officer – Bill Tetler

- i. Report No. 2023-64 BT – Zoning By-law Amendment

Resolution 2023-219

Moved By: Councillor Stephanie Crawford

Seconded By: Deputy Mayor Dayne Malloch

That:

1. **The report from the By-law Enforcement Officer dated September 27, 2023 regarding an amendment to By-law 2012-024 BE RECEIVED for information; and**
2. **That Council give three reading to by-law 2023-66 being a by-law to amend By-Law 2012-024 (Township of Pelee Zoning By-law)**

CARRIED

- ii. Report No. 2023- 65 BT– Short Term Rentals

Resolution 2023-220

Moved By: Councillor Stephanie Crawford

Seconded By: Councillor Michelle Taylor

1. **The report dated September 12th, 2023 regarding Short Term Rentals BE RECEIVED for information; and,**
2. **THAT Council choose option A contained in the report and;**

Direct Administration to complete consultations with stakeholders and bring a licensing regime back to Council for considerations.

CARRIED

- C. Interim Clerk – Mary Masse
i. Report No 2023-66 MM – Stantec Agreement

Council questioned if the cost to undertake the Indigenous Consultation process which may require permits is included in the contract price stated by Stantec. The Clerk advised that further information would be obtained for Council and a response provided.

Resolution 2023- 221

Moved by: Councillor Michelle Taylor
Seconded by: Councillor Dave DeLellis

Be it resolved that the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2023 – 67; Being a By-Law to authorize the Mayor and Clerk to execute an agreement for professional services with Stantec to obtain the necessary permits for the Fibre Optic project conditional on establishing if any applicable Indigenous consultation fees are included in the agreement.

CARRIED

10. NOTICES OF MOTION

11. RECOGNITIONS AND ANNOUNCEMENTS

12. BY-LAWS

By-Law 2023 –66; Being a By-law to amend Zoning By-law 2012-24

Resolution 2023 -222

Moved By: Councillor Stephanie Crawford
Seconded By: Deputy Mayor Dayne Malloch

That the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2023 – 66; Being a by-law to amend zoning by-law 2012-24

CARRIED

By-law 2023-67; Being a By-Law to enter into an agreement with Stantec for Fibre Optic project.

Resolution 2023 - 223

Moved By: Councillor Michelle Taylor
Seconded By: Councillor Dave DeLellis

That By-law 2023-67 bbeing a By-Law to authorize the Mayor and Clerk to execute an agreement for professional services with Stantec to obtain the necessary permits for the Fibre Optic project.

CARRIED

Resolution 2023 - 224

**Moved By: Councillor Michelle Taylor
Seconded By: Councillor Dave DeLellis**

**That By-law 2023-68 bbeing a By-Law to confirm the proceedings of Council for
October 10, 2023**

CARRIED

13. CLOSED SESSION AND ADJOURNMENT

The Mayor adjourned the meeting of Council at 6:48 p.m.

**Catherine Miller,
Mayor**

**Mary Masse, Interim
Clerk**

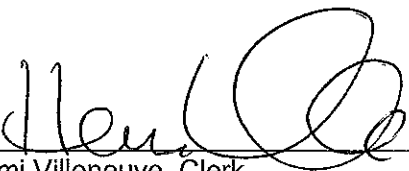
**Township of East Hawkesbury
Regular Meeting**



Agenda Number: 16.
Resolution # 2023-50
Title: Correspondence
Date: October 10, 2023

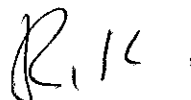
Moved by: Monique Desjardins
Seconded by: Stéphanie Sabourin

Be it resolved that Council support Bill 21 amends the Residents' Bill of Rights set out in section 3 of Fixing Long-Term Care Act, 2021 by adding the right of residents not to be separated from their spouse upon admission but to have accommodation made available for both spouses so they may continue to live together.



Hemi Villeneuve, Clerk,

Carried



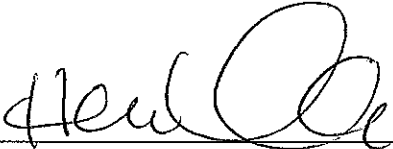
Canton de Hawkesbury Est
Réunion Extraordinaire



No. du point à l'ordre du jour: 16.
Résolution # 2023-50
Titre: Correspondance
Date: le 10 octobre 2023

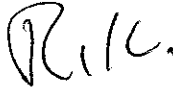
Proposé par: Monique Desjardins
Appuyé par: Stéphanie Sabourin

Qu'il soit résolu que le Conseil soutien le projet de loi 21 qui modifie la Charte des droits des résidents énoncée à l'article 3 de la loi de 2021 sur les soins de longue durée en ajoutant le droit des résidents de ne pas être séparés de leur conjoint au moment de leur admission, mais de disposer d'un logement pour les deux conjoints afin qu'ils puissent continuer à vivre ensemble.



Hemi Villeneuve, Greffière,

Adoptée





Catherine Fife

MPP Waterloo

Robert Kirby
Mayor of Township of East Hawkesbury
5151 County Road 14, P.O. Box 340, St-Eugene, ON, K0B 1P0

RE: Requesting your support for Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022

September 25, 2023

Dear Mayor Kirby,

I am writing to you today to share an update on Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022, and to request your support for this important legislation.

Bill 21 amends the Residents' Bill of Rights set out in section 3 of Fixing Long-Term Care Act, 2021 by adding the right of residents not to be separated from their spouse upon admission but to have accommodation made available for both spouses so they may continue to live together.

The Act was inspired by Cambridge resident Jim McLeod, who will have been separated from his wife of 65 years Joan, on September 17, 2023. Nearly 6 years later, Jim continues to champion spousal reunification. He often says that he will talk to anyone and has two giant binders full of his advocacy work on the Bill. Last week, he told me that his heart is breaking because of his separation from Joan. He has brought other seniors who are separated from their spouses into the advocacy – you cannot sit with these folks for any amount of time and not care deeply about this legislation.

I know that you value the many contributions that older adults have made to Waterloo Region, and care deeply that they can live their final years with dignity and love. **I am hoping you will consider bringing a motion forward to your Council, in support of the Till Death Do Us Part Act.** Your support will help us to keep attention on this important legislation, so that it can finally be called to the Standing Committee on Social Policy – one step closer to Royal Assent.

I would be happy to discuss the Bill with you further, via phone call or an in-person meeting at your convenience. Thanks in advance for considering my request.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Fife".

Catherine Fife, Waterloo MPP
Finance & Treasury Board Critic

Constituency Office
100 Regina St. S., Suite 220
Waterloo, ON N2J 4A8
Ph: 519-725-3477 | Fax: 519-725-3667
Email: cfife-co@ndp.on.ca

Queen's Park Office
Room 154, Main Legislative Bldg.
Queen's Park, Toronto ON M7A 1A5
Ph: 416-325-6913 | Fax: 416-325-6942
Email: cfife-qp@ndp.on.ca

Sent via email

September 28, 2023

SUBJECT: Provincial legislation for third-party short-term rental companies

Please be advised that at its meeting held Tuesday, September 26, 2023, the Council of the City of Burlington approved the following resolution:

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the 'traditional' cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR's can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR's is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR's are here to stay; and

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the province; and

Therefore, be it resolved that Burlington City Council calls on the Provincial Government to move forward as soon as possible to legislate all third-party short-term rental brokerage companies, for example Airbnb and VRBO, requiring them to:

- appropriately manage and be responsible for their listings, and to compel compliance; and
- establish a registry system, making it mandatory for each rental listing to register and pay an appropriate annual fee, with the requirement that STR companies are to provide the registry and collected fees to the municipality in which the STR properties are located, allowing municipalities to be aware of all registered STR properties and to have access to funds to assist with the response and enforcement of issues surrounding STR properties; and
- de-list/remove a property from the STR company's listing when a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc. to ensure a property cannot be rented; and

That a copy of this resolution be sent to all Ontario municipalities for support as well as to the Minister of Municipal Affairs and Housing and Halton MPPs.

If you have any questions, please contact me at extension 7702 or the e-mail address above.

Sincerely,



Kevin Arjoon
City Clerk



CLEARVIEW
TOWNSHIP

Clerk's Department
Township of Clearview
Box 200, 217 Gideon Street
Stayner, Ontario L0M 1S0
clerks@clearview.ca | www.clearview.ca
Phone: 705-428-6230

October 18, 2023

File: C00.2023

Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Sent by Email

Dear Premier Ford,

RE: Illegal Car Rally – Provincial Task Force

Please be advised that Council of the Township of Clearview, at its meeting held on October 16, 2023, passed a resolution supporting the correspondence/resolution from the Town of Wasaga Beach regarding illegal car rallies:

Moved by Councillor Broderick, Seconded by Deputy Mayor Van Staveren, Whereas, the prevalence of unsanctioned car rally events has grown in recent years throughout North America; and

Whereas, the Town of Wasaga Beach has been the target of unsanctioned car rallies over the past four years resulting in property damage, threats to public order, and significant risk to people's safety and enjoyment of their property;

And Whereas the protections afforded by the Canadian Charter of Rights and Freedoms are being violated by unsanctioned car rally organizers and participants, thereby infringing on the rights of others and undermined the response of enforcement personnel; and

Whereas, unsanctioned car rally activity crosses multiple jurisdictions requiring a province wide coordinated response framework to protect all communities from the same disruption and risk to public safety;

Therefore Be It Resolved That the Town of Wasaga Beach requests that a provincial task force be assembled to create a municipal response framework to protect communities from unsanctioned car rallies with a mandate to include, but not limited to:

- Investigate legislative enhancements and tools to assist municipalities in responding and enforcing unsanctioned car rallies.
- Investigate expanded powers for municipal law enforcement officers.
- Develop a proactive approach to awareness, prevention, enforcement and collaboration across all enforcement personnel, including police, municipal law enforcement officers and other provincial offences officers.
- Investigate harsher penalties and increased fines for unsanctioned car rally organizers and participants; and

That the Province provide funding to municipalities to assist with the cost in enforcing unsanctioned car rallies; and

And Further That a copy of this resolution be sent to the Right Honourable Prime Minister Justin Trudeau, Honourable Doug Ford, Premier of Ontario, the Honourable Michael Kerzner, Solicitor General of Ontario, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Honourable Prabmeet Sarkaria, Minister of Transportation, MPP Brian Saunderson, Commissioner of the Ontario Provincial Police, County of Simcoe, FCM, and AMO.

If you have any questions regarding the above, please do not hesitate to contact the undersigned.

Regards,



Sasha Helmky-Playter, B.A., Dipl. M.A., AOMC
Clerk/Director of Legislative Services

cc: Right Honourable Prime Minister Justin Trudeau
Premier Doug Ford
Hon. Michael Kerzner, Solicitor General of Ontario
Hon. Doug Downey, Attorney General of Ontario
Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Hon. Prabmeet Sarkaria, Minister of Transportation
MPP Brian Saunderson
Commissioner Thomas Carrique, Ontario Provincial Police
County of Simcoe Council

Federation of Canadian Municipalities
Association of Municipalities of Ontario
Ontario Municipalities



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

October 19, 2023

Hon. Doug Downey
Attorney General
McMurtry-Scott Bldg 11th Flr, 720 Bay St.
Toronto, ON M7A 2S9

Sent via email: Doug.Downey@ontario.ca

RE: Call for an Amendment to the *Legislation Act, 2006*

Dear Mr. Downey,

At the Regular Meeting of Council held on October 17, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

Resolution No. 23-671

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

WHEREAS Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model; and

WHEREAS Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward; and

WHEREAS the *Legislation Act, 2006* provides a definition of “newspaper” which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the West Parry Sound Area cannot comply with publication requirements in Provincial Acts and Regulations as the Parry Sound North Star news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

WHEREAS some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby request the Provincial government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations; and

FURTHER request the support of all Ontario Municipalities; and

FURTHER THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.

Carried

Regards,



Karlee Britton
Deputy Clerk
Township of McKellar
deputyclerk@mckellar.ca
(705) 389-2842 x5

cc:

Paul Calandra, Minister of Municipal Affairs and Housing
Graydon Smith, MPP Parry Sound-Muskoka
The Association of Ontario Municipalities (AMO)
Neil Oliver, CEO & President, Metroland Media Group
All Ontario Municipalities

Township of Pelee
List of Accounts for Approval
As of 10/19/2023
Batch: 2023-00158 to 2023-00164

Payment #	Date	Vendor Name	Reference	Payment Amount
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Bank Code: General - General Bank Account

Computer Cheques:

6294	10/06/2023	D & T Auto Parts	Supplies	91.70
6295	10/06/2023	Goodreau Excavating Ltd.	Canal Brush Removal Payment #2	25,394.49
6296	10/06/2023	Purolator Courier Ltd.	Water Testing Shipping	33.76
6297	10/06/2023	The Hayter Group	Furnace Maint.	503.52
6298	10/06/2023	Total Source Contracting	Hamill Drain Contract Work	58,647.00
6299	10/06/2023	Truax Lumber and Building	Supplies	33.18
6300	10/06/2023	Xerox Canada Ltd.	Alta C8145	282.17
6301	10/11/2023	Bell Canada Public Access	Airport Phone	56.50
6302	10/11/2023	Property Owner	Trailer Fee Refund	500.00
6303	10/11/2023	Osler, Hoskin & Harcourt LLP	Broadband Legal	26,293.29
6304	10/11/2023	Purolator Courier Ltd.	Water Testing & Valve Repair	263.65
6305	10/11/2023	Software N Systems Computing	Server Updates / Email	497.20
6306	10/11/2023	Xerox Canada Ltd.	B405DN Printer	38.74
6307	10/11/2023	Zelinka Priamo Ltd.	General Consulting	1,892.75
6308	10/17/2023	2500983 Ontario Inc.	Flowers	54.17
6309	10/17/2023	Bell Canada	Watt Line	13.91
6310	10/17/2023	Dave Barriault	2 Cords of Firewood	200.00
6311	10/17/2023	De Goeys Nursery & Flowers	Assorted Plants	596.64
6312	10/17/2023	Delage Landen Financial Serv.	Copier/Lease	309.09
6313	10/17/2023	Owen Sound Transportation	Freight	20.00
6314	10/17/2023	Purolator Courier Ltd.	Water Testing Shipping	45.62
6315	10/18/2023	Bondy Auto & Truck Centre	1999 Dump Truck	2,047.36
6316	10/18/2023	Essex, County of	2 Quarters EMS Services	37,750.00
6317	10/18/2023	Leamington Sanitation	Septic Office	661.05
6318	10/18/2023	Minister of Finance	Tile Loans	13,586.80
6319	10/18/2023	Natural Resource Solutions Inc	2669C Drain Classification	11,972.80
6320	10/18/2023	Ralph Gerber	Pheasants	19,933.87
6321	10/18/2023	Royal Game Birds	Pheasants	6,056.25
6322	10/18/2023	Employee Reimbursement	Supplies	137.78

Other:

2023522-Man	10/05/2023	GFL Environmental Inc.	Bin Rental/Removal	10,838.08
2023522-Man	10/06/2023	Sun Life Financial	Sun Life Monthly Bill	965.26
2023523-Man	10/06/2023	The North Frontenac Telephone	Network Design Project Manag.	122,349.39
2023524-Man	10/10/2023	Hydro One Networks Inc.	EMS/CLINIC	645.96
2023525-Man	10/10/2023	Hydro One Networks Inc.	Street Lights	271.82
2023526-Man	10/10/2023	Hydro One Networks Inc.	TS	54.95
2023527-Man	10/10/2023	Hydro One Networks Inc.	Office	302.49
2023528-Man	10/10/2023	Hydro One Networks Inc.	WWS	545.25
2023529-Man	10/10/2023	Hydro One Networks Inc.	Roads	94.10
2023530-Man	10/10/2023	Hydro One Networks Inc.	Airport	86.94
2023531-Man	10/10/2023	Hydro One Networks Inc.	Marina Docks	262.92
2023532-Man	10/10/2023	Hydro One Networks Inc.	Marina Office	358.86
2023533-Man	10/10/2023	Hydro One Networks Inc.	Bonnett Building	36.86
2023534-Man	10/10/2023	Hydro One Networks Inc.	Campground	119.11
2023535-Man	10/10/2023	Hydro One Networks Inc.	CM	309.52

Report Date
10/19/2023 8:36 AM

Township of Pelee
List of Accounts for Approval
As of 10/19/2023
Batch: 2023-00158 to 2023-00164

Page 2

Payment #	Date	Vendor Name	Reference	Payment Amount
2023536-Man	10/10/2023	Hydro One Networks Inc.	Farm	67.26
2023537-Man	10/10/2023	Hydro One Networks Inc.	West Washroom	75.53
2023538-Man	10/10/2023	Hydro One Networks Inc.	BM(N)	123.08
2023539-Man	10/10/2023	Hydro One Networks Inc.	EWS	156.00
2023540-Man	10/10/2023	Hydro One Networks Inc.	BM(W)	991.39
2023541-Man	9/28/2023	Conseil Scholaire	2023 3rd Quarter	1,146.77
2023542-Man	10/13/2023	Bell Conferencing Inc.	Conference Line	33.90
2023543-Man	10/13/2023	Bell Canada	Roads	136.62
2023544-Man	10/13/2023	Bell Canada	TS	86.36
2023545-Man	10/13/2023	Bell Canada	Farm	86.36
2023546-Man	10/13/2023	Bell Canada	Marina	240.37
2023547-Man	10/13/2023	Bell Canada	Office	429.36
2023548-Man	10/13/2023	Bell Canada	CM	95.80
2023549-Man	10/13/2023	Bell Canada	WSW	146.06
2023550-Man	10/13/2023	Bell Canada	Big Marsh (N)	86.36
2023551-Man	10/13/2023	Bell Canada	Big Marsh (W)	86.36
2023552-Man	10/13/2023	Bell Canada	Office Emerg Line	67.21
2023553-Man	10/13/2023	Bell Canada	Airport	86.36
2023554-Man	10/13/2023	Bell Canada	Office Fax	63.82
2023555-Man	10/18/2023	Town of Amherstburg	Dr. Super Services	4,407.00
2023556-Man	10/18/2023	Town of Amherstburg	ByLaw Services/Mileage	4,158.74
2023557-Man	10/18/2023	Caduceon Enterprises Inc.	West Coliforms	138.70
2023558-Man	10/18/2023	Caduceon Enterprises Inc.	East Sampling	39.96
2023559-Man	10/18/2023	Caduceon Enterprises Inc.	PIPS Sampling	39.96
2023560-Man	10/18/2023	Essex Region Conservation Auth	Q4 General Levy	2,573.75
Total for General:				360,717.88

Certified Correct This October 19, 2023

Mayor, Catherine Miller

Treasurer, Michelle Feltz



DESTINATION DEVELOPMENT COMMITTEE MEETING

MINUTES

**WEDNESDAY, SEPT 20, 2023
5:00PM**

VIA ZOOM

Members of Committee: Mayor Cathy Miller
Councillor Michelle Taylor
Alyssa Dreiman-Staples
Melissa Malloch
Danielle Truax

Members of Administration: Administrative Assistant Cassie Hamill

1. CALL TO ORDER

Mayor Cathy Miller called the Destination Development Committee Meeting to order at 5:00 p.m. with all members present.

2. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

3. DISCLOSED OF PECUNIARY INTEREST

There were no disclosures of interest.

4. CONFIRMATION OF PREVIOUS MINUTES

Resolution 2023-DD06

Moved By: Alyssa Dreiman-Staples

Seconded By: Danielle Truax

That the Aug 16, 2023 Destination Development Committee Minutes BE ADOPTED.

CARRIED

5. REPORTS/DISCUSSIONS

A. Business Owner Forum Planning

Mayor Cathy Miller discussed the Business Owner Forum. The committee finalized dates, time and finished planning the event.

B. Visitor Education Discussion

Deferred

6. NOTICES OF MOTION

There were no notices of motion.

7. RECOGNITIONS AND ANNOUNCEMENTS

Mayor Cathy Miller welcomed Councillor Michelle Taylor to her first Destination Development Committee Meeting.

8. ADJOURNMENT

Destination Development Committee Meeting adjourned at 5:45 p.m.

Original Signed by:

**Catherine Miller,
Mayor**

Original Signed by:

**Cassie Hamill,
Administrative Assistant**



MTO/OSTC Meeting Minutes
Wednesday October 18, 2023

Attendees:

Township of Pelee: Mayor Cathy Miller, Deputy Mayor Dayne Malloch, Township Interim Clerk Mary Masse
OSTC: Emma Nolan
MTO: Zsolt Katzirz, Head of Operational Services West Operations,

1) Public Communications

The Mayor and Deputy Mayor expressed concern with the delay in communications in particular surrounding the recent Sandusky incident.

Emma indicated that the key passengers were notified and that there could be some delay in communications out to the public due to the nature of the incident. Zsolt advised that a further review would be undertaken.

2) Introduction of sailing season

The Deputy Mayor questioned if the ferry schedule will change to accommodate the Easter Holiday weekend of March 29,30 and 31, 2024. Some discussion also took place around the need for consistent schedules in December of each year.

Emma indicated that there are limitations for December schedules, noting that December 11th will be the last day for the 2023 season. Emma advised that the request for the Easter 2024 holiday will be reviewed

3) ROMA delegation request.

The Mayor asked for an update regarding the ROMA delegation request. Zsolt responded that he will check with his office regarding a contact for the request.

4) Golf Car pilot

Zsolt indicated that the Transportation Safety Division is not recommending any further amendments to the pilot project noting that a letter will be sent out in the near future to confirm this decision. He advised that workshops may possibly be scheduled in the future to obtain further feedback on the project.

The Deputy Mayor confirmed that it was not the direction of Pelee Council to require golf carts to be placed on trailers in order to be allowed on the ferry.

5) Onboard amenities

Emma advised that food is now available on the Ferry and no further update is available at this time regarding the sale of liquor.

The Mayor questioned if there would be a designated area available on the ferry for a tourism kiosk. The Mayor and Emma agreed to talk about the kiosk offline in advance of the 2024 season.

6) Terminal Improvements

Zsolt advised that regular maintenance of the terminals is ongoing and there is nothing planned for any significant improvements at the terminals.

Zsolt further noted that a new vessel is a priority.

7) Emergency Fuel

The Mayor and Deputy Mayor advised of the importance to ensure adequate fuel supply to the island in preparation for and during severe weather events. Discussion surrounding the capacity for storage of fuel on the island was brought forward by Zsolt. The Mayor and Deputy Mayor confirmed there is no additional storage capacity available to the Township.

Emma confirmed that the dangerous goods trips were doubled in 2023.

8) Passenger ramp

Zsolt advised that the Kingsville ramp will be put to design in 2024 taking into consideration the design implemented in Leamington.

9) PITSAC

Zsolt is planning to host a PITSAC meeting in late November or early December and asked the group for any agenda items they would like to bring forward. He will reach out to Leamington and Kingsville as well.

10) Next Meeting

It was the consensus of the group to meet on a monthly basis.

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24, 2023

Resolution 2023 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby receive Consent Agenda items 8a) through 8g)

RESOLUTION RESULT	RECORDED VOTE		
CARRIED		YES	NO
DEFEATED			
DEFERRED			
REFERRED			
PECUNIARY INTEREST DECLARED			
RECORDED VOTE (SEE RIGHT)			
WITHDRAWN			
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE	

<p>The above is a certified to be true copy of resolution number 2023 –</p> <p>Mary Masse Township Administrator & Clerk</p>



THE CORPORATION OF THE
Township Of Pelee
THE CORPORATION OF THE TOWNSHIP OF PELEE
REPORT 2023-66

Author's Name: Bill Tetler	Report Date: October 18, 2023
Resolution #:	Date to Council: October 24, 2023

To: Mayor and Members of Council

Subject: Proposed Trailer By-law 2023-070

1. RECOMMENDATION:

It is recommended that:

1. The report from the By-law Enforcement Officer dated October 18, 2023 regarding a proposed Trailer By-law 2023-070 **BE RECEIVED for information; and**
2. That Council **PASS** the proposed Trailer By-Law 2023-070 and repeal Trailer By-law 2016-029

2. BACKGROUND:

In 2016, Township Council implemented a Trailer By-law for the Municipality. It is a common practice and important that Municipalities review their By-laws every 5 years.

3. DISCUSSION:

The Township of Pelee entered into an agreement with the Town of Amherstburg for By-law Enforcement Services in April of 2023. Feedback received from the residents of Pelee Island during the enforcement campaign was that they would like to be able to keep their trailer on their property during the winter months. This proposed By-law would allow residents to keep their trailer on the property during the winter months by paying a nominal fee and relocating it on the property in order to keep the trailer from becoming a permanent fixture and to ensure the trailer is not being used for human habitation.

The proposed By-law does eliminate the need for a permit for a storage trailer and requires the trailer owner on vacant lots to provide the Township with documentation from

a bona fide sewage company to handle the grey and black water. The proposed By-law also allows a trailer to be on site when a building permit has been issued for up to one (1) year with no fees.

4. **FINANCIAL MATTERS:**

Please see Schedule A of the draft by-law regarding fee changes.

5. **CONSULTATIONS:**

Mary Masse, Interim Clerk
Michelle Feltz, Treasurer

6. **CONCLUSION:**

The proposed Trailer By-law will allow property owners to keep their trailer on their property for storage purposes during the months of December to May along with allowing the Municipality to collect fees to offset the cost of enforcing the Town's By-laws.

Bill Tetler
By-law Enforcement Officer

BT

DEPARTMENTS/OTHERS CONSULTED:

Name:

Title: Email:

The Corporation of the Township of Pelee

By-law NO. 2023-070

Being a By-law to License Trailers in the Township

WHEREAS the Municipal Act, 2012, Section 164, authorizes the Municipality to pass by-laws for the licensing of trailers in the Municipality;

AND WHEREAS the Township of the Pelee Zoning By-Law 2012 24 -, 4.1.1 (3) states that "Accessory uses, buildings and structures shall not be erected or established prior to the erection or establishment of the main building or use";

AND WHEREAS it is deemed necessary that all trailers located in the Township of Pelee and not assessed under the *Assessment Act (Ontario)* be licensed;

NOW THEREFORE THE COUNCIL of the Township of the Pelee hereby enacts the following:

Title – Section 1

1.1 This by-law shall be cited as the “Trailer By-law”

Definitions – Section 2

2.1 Township or Municipality shall mean the Corporation of the Township of the Pelee and shall be defined as the lands and premises within the corporation limits.

2.2 Trailer shall mean any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn or is propelled by the motor vehicle and is capable of being used for the living, sleeping or eating accommodation of persons on a temporary, transient or short term basis, even if the vehicle is jacked up or its running gear is removed. Examples include a tent trailer, a camper trailer, a recreational trailer, a tiny home, a fifth wheel, a bus converted into a motor home and park model trailer.

2.3 Stored Trailer means any trailer located on the property only for the purpose of sale or storage but shall not include any trailer being used at any time for living, sleeping or eating accommodations of persons while located on that property.

2.4 Assessed Trailer means any trailer legally located on a property and that is assessed under the Assessment Act.

2.5 “CAMPGROUND” means a use, consisting of camping sites, and comprising land used for seasonal recreational activity as grounds for the camping or parking of tents, travel trailers, truck campers, but not mobile homes or a mobile home park.

2.6 Recreational vehicle shall mean a vehicle which provides sleeping and other facilities for short periods of time, while travelling or vacationing, designed to be towed behind a motor vehicle, or to be self-propelled, and includes such vehicles commonly known as travel trailers, pick-up coaches, motorized campers, motor homes or other similar vehicles.

Prohibitions – Section 3

3.1 No person shall use nor shall an owner of land permit a person to use and/or keep a trailer on any property within the Township for more than seven consecutive (7) days in any given year, except in a designated Camping Establishment, without purchasing a licence.

3.2 No person shall have a trailer without a licence unless defined in Section 2.4, even if the trailer was legally placed on the property prior to the date of implementation of this By-law.

3.3 No person shall occupy a trailer from December to May of any given year.

3.4 No person shall add additions to a trailer such as sunrooms, porches or roofs.

3.5 The owner of the land, other than an established Camping Establishment within the Township, upon which a legally non-conforming trailer is located, shall be responsible for obtaining a license from the Township. No license shall be issued unless the prescribed fee has been paid.

3.6 Where a trailer that is located on a property in the Township, other than on land used as an established Camping Establishment, has been established to a legally non-conforming use and where such trailer has only been used occasionally for living, sleeping or eating accommodation of persons, such trailer shall not be deemed to be a stored trailer as defined in Section 2.3 and shall be subject to an annual license.

3.7 No license shall be issued under this By-law if the application for the licence would be in contravention of any other By-law of the Corporation of the Township of the Pelee or of any Federal or Provincial law or regulation.

3.8 This By-law shall not apply to a trailer where such a trailer is located on an existing lot for the sole purpose of storage or for the sole purpose of the sale of the trailer. Where a trailer is being stored or offered for sale, no person shall use or occupy the trailer.

3.9 This By-law shall not apply if the trailer is owned by an island resident for use off island or on such land is a campground operated or licensed by the Corporation, is not used on the island for habitation and is stored behind the front setback of the principal dwelling.

3.10 No trailer for which a license is required under this By-law shall be located on land except in conformity with the setback requirements for a dwelling unit as prescribed by the Corporation of the Township of the Pelee Zoning By-Law 2012-024, as amended, for the zone in which the lands are located.

3.11 The licensee shall be permitted to keep a trailer on their property though the months of December to May if the licensee complies with the following:

- i) trailer to be relocated to the rear of the property in compliance with the Town's Zoning By-law 2012-024, as amended;
- ii) pay applicable fee in accordance with schedule "A"

3.12 No person shall locate, or permit a permit to locate, more than one (1) trailer on any Land, except;

- i) is such land is a campground operated or licensed by the Corporation

Licence Exemptions – Section 4

4.1 A stored trailer, as defined in section 2.3 does not require a licence.

4.2 An assessed trailer, as defined in Section 2.4 does not require a licence.

4.3 Where a building permit for a single family dwelling unit has been issued by the Township's Chief Building Official, the permit holder shall enter into an agreement for the placement of a trailer on the property where the unit is being constructed or reconstructed solely for the purpose of the construction and only if any applicable building permit fees are paid and the trailer is promptly removed prior to the expiration of said building permit.

Licence Fee – Section 5

5.1 The License fee for a trailer shall be as set out in Schedule "A" attached to this by-law.

5.2 The license fee is payable for the current fiscal year upon receipt of an application. Every license obtained in this paragraph shall expire on the 31st day of December in that year of which it was issued.

5.3 Applications for licenses shall be made to the Township Office and duly signed by the owner of the property on which the trailer is to be located. The owner to whom a licence has been issued shall display the license on the trailer in a place that can be seen easily from the outside of the trailer.

5.4 All applications for such licence shall be made in the prescribed form attached to this By-law as Schedule "B".

5.5 The license fee is imposed upon the owner of the property on which the trailer is located. If the owner fails to make payment of the license fee in any year, the fee shall be deemed overdue and as such, the full license fee shall be collected in the same manner as property tax.

5.6 A refund may be obtained by surrendering the issued license and submitting a request in writing to the Clerk, indicating a trailer was not located on a property and specifying the date on which it was removed. The refund may be calculated from the first day of the month following relocation. The Township shall retain a minimum \$50 administration fee. The onus is on the landowner to provide supporting documentation of the date of such removal.

5.7 Any license issued under this By-law is not transferrable.

5.8 No person shall locate more than one trailer on a property lot unless it is a Camping Establishment.

5.9 Every person shall ensure that his or her sewage system is pumped out from a certified sewage hauler and that a receipt is provided upon request from the Clerk and/or By-law Enforcement Officer.

5.10 No trailer shall be licensed unless the location of the trailer complies with the following:

- i) All provincial statutory and regulatory requirements including but not limiting the generality of the foregoing, any license or permit required by the Ministry of the Environment.
- ii) All federal statutory and regulatory requirements.
- iii) The Township of the Pelee's Zoning By-Law 2012-024.

5.11 A license issued pursuant to this by-law authorizes the use and maintenance of an existing trailer on existing lots for temporary accommodations only. The issuance of a license does not grant the licensee the authority to occupy the trailer on a permanent basis. The issuance of a license is not intended and shall not be construed as permission or consent by the Municipality for the holder of the license to contravene or to fail to observe or comply with any law of Canada, Ontario or any by-laws of the Municipality.

Administration and Enforcement – Section 6

6.1 Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and shall be liable, for each contravention and each day of contravention shall constitute a separate offence.

6.2 No person being the registered owner of any lot or parcel of land within the Township shall permit any person to locate a trailer on his or her property except in accordance with the provision of this by-law.

6.3 The administration of this by-law is assigned to the Clerk who may delegate the performance of his or her function under this by-law from time to time as occasion requires.

6.4 Every applicant shall provide in full, at the time the application is submitted, all of the information required on the application form attached as Schedule "B", as well as payment of the prescribed license fee as set out in this By-law and any other document or information as may be required in any other part of this By-law.

6.5 Any application, comment, recommendation, information, document or thing in possession of the Clerk pursuant to the provision of this By-law shall be made available by the Clerk for inspection:

- i) By any person employed in the administration of the enforcement of this by-law;
- ii) By any other person upon the consent, satisfactory to the Clerk, of the person, civic department, board commission authority or other agency which produced or submitted the application, comment, recommendation, information, document or thing. Subject only to the limitations imposed by the Municipal Freedom of information and Protection of Privacy Act.

6.6 The enforcement of the By-law is assigned to the Provincial Offences Officer for the Township of the Pelee.

6.7 Any trailers used, maintained or located in contravention of this By-law shall be removed from the lot, at the expense of the Owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the Provincial Offences Officer may result in the removal of said trailer by the Township of Pelee, at the expense of the Owner of the lot.

6.8 If the Township takes action to remove a trailer(s) from a lot within the Township, the costs of such action may be added to the tax roll and collected in the same manner as taxes.

6.9 Where the Township proceeds with action under s.6.7 of this by-law, the Clerk or an Officer or an agent appointed by the Township may enter onto the property accompanied by any person(s) under his or her direction and with the appropriate equipment as required to bring the property into compliance with this by-law.

Inspections – Section 7

7.1 Any person designated by Council to enforce this By-law may, at any reasonable time and upon producing proper identification, enter and inspect any property licensed under or in contravention of the provisions of this By-law.

7.2 No person shall obstruct, hinder or in any way interfere with any person designated to enforce this By-law.

Penalty – Section 8

8.1 Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and upon conviction, shall be liable to a fine pursuant to Section 61 of the Provincial Offences Act. R.S.O., 1990, c P.33, for each contravention and each day of contravention shall constitute a separate offence. Schedule "C" attached.

8.2 Upon registering a conviction for a contravention of any provision of this By-law, the Ontario Court, Provincial Division, may, in addition to any penalty imposed by this By-law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

Validity - Section 9

9.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provision of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

EFFECTIVE DATE - SECTION 10

10.1 This by-law shall come into effect on the date of the third reading and it being passed.

REPEAL OF BY-LAW

11.1 That By-law 2016-22 be repealed.

Read a first, second, third time, enacted and passed this 24th October 2023

CATHY MILLER – MAYOR

MARY MASSE – INTERIM CLERK

The Corporation of the Township of Pelee

By-law NO. 2023-070

Schedule "A"

Property/Trailer	Fee
Trailer on property with Structure	\$50.00/month
Storage	\$0.00
Vacant Land	\$300.00/month
Trailer on Vacant Land from December to May	\$300.00/month
Trailer on property with Structure from December to May	\$50.00/month



THE CORPORATION OF THE
Township Of Pelee

1045 West Shore Road Pelee Island, ON NOR IMO website: www.pelee.org
Tel: 519-724-2931 Fax: 519-724-2470

TRAILER LICENCE REGISTRATION FORM

Applicant Information

Name: _____

Mailing Address

Address of trailer location

Owner/Occupant – please circle one

Phone Number: _____

Cell: _____

E-Mail: _____

Detailed Description of Trailer

Length: _____ Colour: _____ Make: _____ Model: _____

License Plate #: _____ Vin#: _____

Expected Date that the Trailer will be on the Property:
_____ **till** _____

My Trailer is: (Please check one)

- Located on Land that contains a Primary Structure
- Vacant Land
- Storage Trailer (must be inspected)

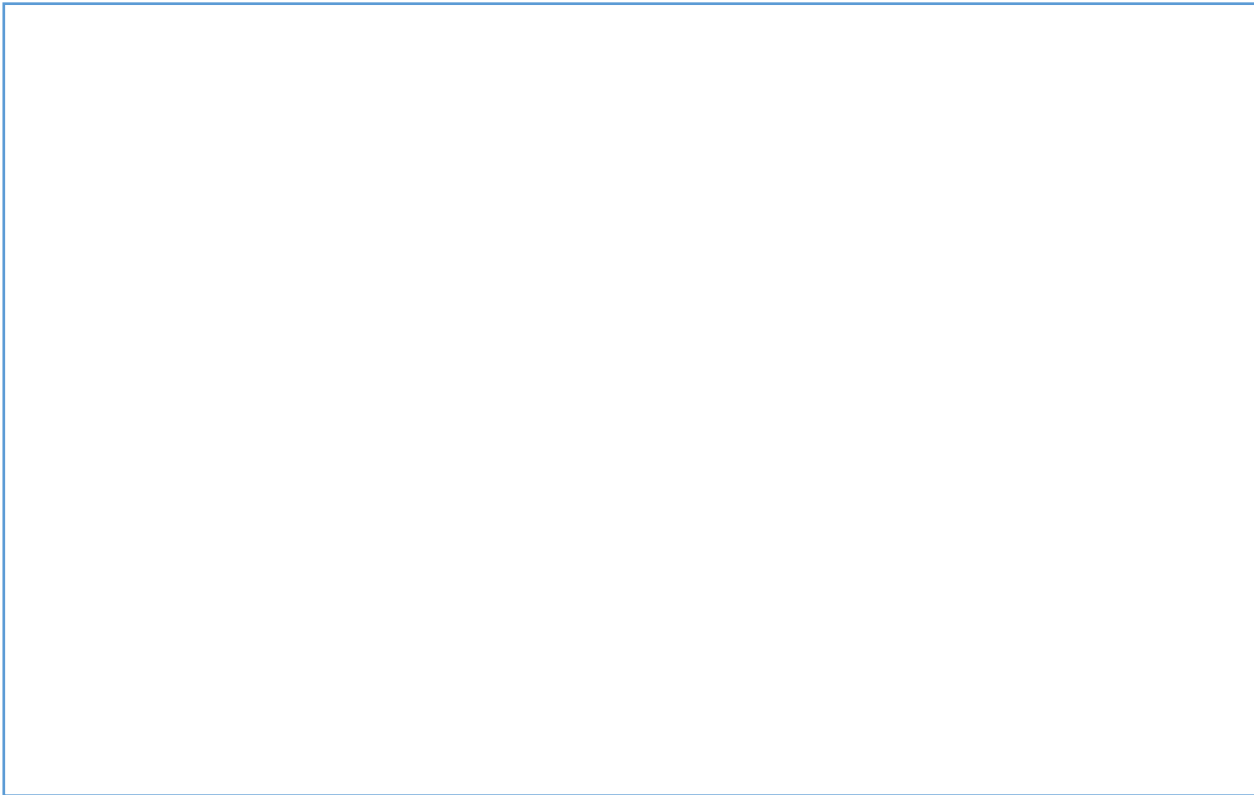
A licensee shall pay:

- **\$50.00 per month, if the trailer is located on land that contains a primary structure**
- **\$ 0.00 per month, for inspected storage trailers**
- **\$300.00 per month, for vacant land**

A site plan of the property showing the following must be included:

- **Property Dimensions.**
- **The Position of the Trailer on the site including set back from all property lines, bodies of water, watercourse, road ways and driveways.**
- **Location of septic system and well.**
- **Fire pit.**
-

Draw site plan below or attach to this form upon submission:



Sewage Hauler Provider;

Septic/Blackwater: _____

Gray Water: _____

Expected dates of occupancy:

I confirm that the information provided on this application form is true to the best of my knowledge and belief.

I agree to comply with the provisions of the Township of the Pelee By-Law 2023-070 and understand that unpaid fees will be added to my property tax account.

Signature of Applicant:

Date: _____

Signature of Issuing Official:

Pelee Island Council
(via Email)
(Amended from original version for public record)

August 30, 2023

Dear Mayor and Members of Council,

Further to my discussions with your by-law enforcement officer, my discussions with some members of Council, and my subsequent registration of a trailer that has been parked at my property at 128 Sheridan Rd. since July, I wish to bring to your attention an issue with the current Trailer By-law.

By way of background, I was initially contacted by a Township representative on approximately July 21st, who represented that I was required to register a trailer that had been parked on my property since the week following Canada Day. For reference, the trailer belongs to my niece and nephew (Margorie and Dan Croft), who are regular patrons of the municipal campground. I explained at the time that I was aware of the by-law, and I attempted to reason that the trailer was only being temporarily parked on my property between camping reservations, to simplify access to the facility, and eliminate the need for multiple ferry trips. I noted that the subject trailer was not being used while on my property and suggested that the by-law could not possibly apply to such situations. At the time, I was informed that the trailer had to either be registered, or stored behind the dwelling. I interpreted this to mean that the trailer could not be forward of the front of the cottage (i.e., north limit of the cottage) when temporarily parked.

I expressed that the owners of the trailer were scheduled to pick it up the forthcoming weekend, and use it at the municipal campground for the week prior to the Civic Holiday weekend. A review of the campground reservation log will validate that this in fact occurred. Following the Civic Holiday, it was returned to my driveway and temporarily parked, with the intention of once again camping at the municipal campground over the Labour Day weekend. A photograph of the trailer in the position that it was left is provided below.



The Crofts are scheduled to ferry the trailer back to the mainland after their third and final camping excursion of the year.

On August 22nd, I was again contacted by the Township regarding the trailer. Unfortunately, I was out of Town the week of August 21st, and did not retrieve the message until August 24th, at such time I returned the call and discussed the situation.

I wish to note that since the trailer had not been parked forward of the dwelling, I had presumed that I was in compliance with the by-law. Nevertheless, on August 29th, I attended the Township offices and registered the trailer for the remainder of the week.

The foregoing provides the relevant background to my situation. My objective at this time is to query Council whether the circumstances that I have described above should have been, or should be, subject to the provisions of the trailer by-law, particularly the fee component of the by-law. Having periodically maintained a trailer on a vacant lot at the south end of the island for two years (2018–2019), I am very aware of the by-law, and more importantly, what I believe to be the intent of the by-law. It is my understand that the by-law was enacted in response to landowners parking trailers on the island and using them as seasonal residents. Such use places a demand on municipal resources and services without appropriate cost contribution by users to the municipal tax base. I believe that another intent of the by-law is to discourage the eventual abandonment of trailers that then become unsightly, and a blight on the island's charm and aesthetics. For this reason, I take no exception to the by-law. However, I feel that the by-law is in need of refinement to avoid penalizing those that are attempting to utilize the municipal campground.

I understand that some shortcomings and unintentional consequences of the trailer by-law may have been identified by others, and that the by-law may be amended in the foreseeable future in an effort to address such shortcomings. The municipal representative that I spoke with seemed unable or unwilling to exercise any discretion during our conversations, regardless of the particulars of my specific circumstances. For this reason, as a property owner on the Island, and as someone who has provided services and assistance to the municipality over the years, I am respectfully suggesting that it is not in the municipality's best interests to apply the trailer by-law (or at least the fee, component) in the case of the following circumstances:

When a trailer is being parked on a property between scheduled camping outings at the municipal campground, provided that during such times, the trailer is not being used for accommodations.

The warrants for exempting the trailer owner or property owner from at least the fee portion of the by-law is as follows:

- Ferry reservation availability for transporting trailers to and from the island prior to and after a camping excursion is challenging at best due to limited ferry capacity, particularly in proximity to holiday weekends;
- Transporting trailers to and from the island is not always reliable, due to weather and ferry cancellations that can disrupt travel plans;
- Allowing short term storage of a trailer on the island between camping excursions facilitates access for the trailer owner and frees up ferry capacity for other island visitors;

- Exempting such trailer owners from the fee component of the by-law saves the owner additional ferry fees and encourages multiple visits to the campground during one camping season;
- Encouraging repeat visits to the campground fosters an overall appreciation for the island, which may precipitate a more substantial investment in the island by the user (i.e., cottage purchase/development).

In closing, I trust that Council will give due consideration to this matter, and either amend the current by-law, or provide direction to their by-law enforcement staff to allow for the appropriate application of discretion when administering the current Trailer By-Law.

Thank you for your attention and consideration to this matter. I would appreciate a written confirmation as to how this correspondence is ultimately addressed by Council, and what if any resolution is made.

Sincerely,

A handwritten signature in black ink, appearing to read 'Daniel M Krutsch', written in a cursive style.

Daniel M Krutsch, P.Eng.

Pelee Island, ON

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24 ,2023

Resolution 2023 –	
Moved by:	Seconded by:

“

1. The report from the By-law Enforcement Officer dated October 18, 2023 regarding a proposed Trailer By-law 2023-070 **BE RECEIVED for information; and**
2. That Council **PASS** the proposed Trailer By-Law 2023-070 and repeal Trailer By-law 2016-029

RESOLUTION RESULT	RECORDED VOTE		
CARRIED		YES	NO
DEFEATED			
DEFERRED			
REFERRED			
PECUNIARY INTEREST DECLARED			
RECORDED VOTE (SEE RIGHT)			
WITHDRAWN			
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE	

The above is a certified to be true copy of resolution number 2023 – Mary Masse Township Interim Clerk
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THE CORPORATION OF THE
Township Of Pelee
THE CORPORATION OF THE TOWNSHIP OF PELEE
REPORT NO. 2023-67 MF

Author's Name: Michelle Feltz	Report Date: October 18, 2023
Resolution #:	Date to Council: October 24, 2023

To: Mayor and Members of Council

Subject: Financial Summary and Revenue Report at September 30, 2023

1. RECOMMENDATION:

It is recommended that:

- The report from the Treasurer dated October 18, 2023, regarding the financial summary and revenue report at September 30, 2023 **BE RECEIVED** as information.

3. EXECUTIVE SUMMARY:

Bank Balance and Interest

	Balance at September 30, 2022	Balance at September 30, 2023
General bank account balance	\$999,785.34	\$1,258,186.89
Operating loan	\$0.00	\$0.00
Year to date interest revenue	\$2,894.00	\$7,692.15
Temporary borrowing costs	\$0.00	\$0.00

Current Loan Balances

Loan	Interest Rate	Monthly Payments	Balance at September 30, 2023	Maturity Date
Commercial Term Loan - Grader and Capital Projects	3.25%	\$2,143.10	\$145,189.24	December, 2024
Commercial Term Loan - Marina Docks	2.84%	\$1,945.63	\$144,926.38	July, 2025
Commercial Term Loan - Water Treatment Plant Upgrade	2.49%	\$1,349.03	\$107,167.69	December, 2025
Commercial Term Loan- Equipment: Tractor and Mower	3.58%	\$1,192.00	\$106,282.52	May, 2027
		\$6,629.76	\$503,565.83	

Revenue Report

Considerations:

1. All revenues are at September 30th of each year.
2. Amounts in 2020 and 2021 illustrate the effects of the pandemic on various revenue streams.
3. Revenue amounts presented do not account for correlating expenses. For example, the concession sales does not account for concession supply purchases.

CAMPGROUND						
Description	2020 Revenue at September 30, 2020	2021 Revenue at September 30, 2021	2022 Revenue at September 30, 2022	2023 Revenue at September 30, 2023	2023 Budget	2023 Budget to Actual Variance
Campground Fees	\$ 21,709	\$ 39,187	\$ 46,075	\$ 50,365	\$ 53,700	\$ (3,335)
Concession Sales	\$ 2,125	\$ 7,933	\$ 11,191	\$ 15,521	\$ 12,000	\$ 3,521
Totals	\$ 23,834	\$ 47,120	\$ 57,266	\$ 65,886	\$ 65,700	\$ 186

MARINA						
Description	2020 Revenue at September 30, 2020	2021 Revenue at September 30, 2021	2022 Revenue at September 30, 2022	2023 Revenue at September 30, 2023	2023 Budget	2023 Budget to Actual Variance
Seasonal Dockage	\$ 33,261	\$ 37,652	\$ 47,637	\$ 59,016	\$ 58,000	\$ 1,016
Transient Dockage	\$ 24,212	\$ 38,148	\$ 44,073	\$ 60,137	\$ 98,000	\$ (37,863)
Concession Sales	\$ 1,001	\$ 2,675	\$ 2,342	\$ 5,688	\$ 15,000	\$ (9,312)
Fuel Sales	\$ 8,724	\$ 9,233	\$ 632			\$ -
Totals	\$ 67,198	\$ 87,708	\$ 94,684	\$ 124,841	\$ 171,000	\$ (46,159)

PHEASANT FARM						
Description	2020 Revenue at September 30, 2020	2021 Revenue at September 30, 2021	2022 Revenue at September 30, 2022	2023 Revenue at September 30, 2023	2023 Budget	2023 Budget to Actual Variance
Fall Hunt Licensing	\$ 15,500	\$ 183,114	\$ 191,000	\$ 216,668	\$ 217,500	\$ (832)
Winter Hunt Licensing	\$ 1,379					\$ -
Rabbit Hunt Licensing	\$ 386	\$ 50	\$ 125	\$ 450	\$ 450	\$ -
Clean Up Hunt Licensing	\$ 750	\$ 28,401	\$ 14,400	\$ 7,420	\$ 30,000	\$ (22,580)
Totals	\$ 18,015	\$ 211,565	\$ 205,525	\$ 224,538	\$ 247,950	\$ (23,412)

TRANSFER STATION						
Description	2020 Revenue at September 30, 2020	2021 Revenue at September 30, 2021	2022 Revenue at September 30, 2022	2023 Revenue at September 30, 2023	2023 Budget	2023 Budget to Actual Variance
Mulch Revenue	\$ 262	\$ 295	\$ 286	\$ 212	\$ 350	\$ (138)
Metal Disposal Fees	\$ 1,450	\$ 3,989	\$ 2,384	\$ 3,303	\$ 4,500	\$ (1,197)
Bag Tag Sales	\$ 14,444	\$ 22,695	\$ 24,260	\$ 32,301	\$ 40,000	\$ (7,699)
Blue/Red/Composter Box	\$ 16	\$ 8		\$ 23	\$ 50	\$ (27)
Appliance/Electronics	\$ 285	\$ 535	\$ 605	\$ 839	\$ 750	\$ 89
Bulk Load Fees	\$ 5,031	\$ 5,642	\$ 5,333	\$ 7,441	\$ 10,000	\$ (2,559)
Totals	\$ 21,488	\$ 33,164	\$ 32,868	\$ 44,119	\$ 55,650	\$ (11,531)

WEST SHORE WATER						
Description	2020 Revenue at September 30, 2020	2021 Revenue at September 30, 2021	2022 Revenue at September 30, 2022	2023 Revenue at September 30, 2023	2023 Budget	2023 Budget to Actual Variance
User Charges	\$ 8,765	\$ 9,903	\$ 8,125	\$ 7,297	\$ 17,550	\$ (10,253)
Bulk Station User Charges/Delivery	\$ 10,330	\$ 14,794	\$ 16,560	\$ 21,439	\$ 25,000	\$ (3,561)
Water Bottle Station	\$ 3,951	\$ 5,504	\$ 6,979	\$ 8,813	\$ 10,000	\$ (1,187)
Water Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Totals	\$ 28,046	\$ 35,201	\$ 36,664	\$ 42,549	\$ 57,550	\$ (15,001)

EAST SHORE WATER						
Description	2020 Revenue at September 30, 2020	2021 Revenue at September 30, 2021	2022 Revenue at September 30, 2022	2023 Revenue at September 30, 2023	2023 Budget	2023 Budget to Actual Variance
User Charges	\$ 5,486	\$ 5,400	\$ 3,632	\$ 3,342	\$ 7,650	\$ (4,308)
Totals	\$ 5,486	\$ 5,400	\$ 3,632	\$ 3,342	\$ 7,650	\$ (4,308)



Michelle Feltz
Treasurer

MF/

Attachments:
None

DEPARTMENTS/OTHERS CONSULTED: Administration

Name:

Title: Email:

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24 ,2023

Resolution 2023 –	
Moved by:	Seconded by:

It is recommended that:

1. The report from the Treasurer dated October 18, 2023, regarding the financial summary and revenue report at September 30, 2023 **BE RECEIVED** as information.

RESOLUTION RESULT	RECORDED VOTE		
CARRIED		YES	NO
DEFEATED			
DEFERRED			
REFERRED			
PECUNIARY INTEREST DECLARED			
RECORDED VOTE (SEE RIGHT)			
WITHDRAWN			
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE	

The above is a certified to be true copy of resolution number 2023 – Mary Masse Township Interim Clerk
--

 THE CORPORATION OF THE
Township Of Pelee
THE CORPORATION OF THE TOWNSHIP OF PELEE
REPORT 2023-68

Author's Name: Eric Chamberlain	Report Date: October 18, 2023
Resolution #:	Date to Council: October 24, 2023

To: Mayor and Members of Council

Subject: Appeals to Tribunal for the Curry Marsh Drain – McClure Bridge

1. RECOMMENDATION:

It is recommended that:

1. The report from the Drainage Superintendent dated October 18, 2023 regarding the Appeals to Tribunal for the Curry Marsh Drain McClure Bridge **BE RECEIVED**;
2. The Courey Law Office **BE RETAINED** to assist with managing the appeals to the Ontario Drainage Tribunal with the cost not to exceed \$10,000 excluding HST.

2. BACKGROUND:

On July 25, 2023, Council held a meeting to consider the engineer's report for the Curry Marsh Drain – McClure Bridge. Council adopted the report as submitted by passing a provisional By-Law 2023-55. This adoption of the engineer's report started the 40 day appeal period for the landowner to appeal the Ontario Drainage Tribunal.

On September 26, 2023, the Court of Revision held a second sitting of the Court of Revision for landowners to appeal their assessments to the Curry Marsh Drain – McClure Bridge. The Court of Revision adopted the schedule of assessment as provided by Rood Engineering dated August 31, 2023. This adoption of the schedule of assessment started the 21 day appeal period for the landowner to appeal the Ontario Drainage Tribunal.

3. DISCUSSION:

The 40 day appeal period from the date of the report being adopted by Pelee Council was closed on September 11, 2023. To date the Township Interim Clerk has received one appeal under Section 48 of the Drainage Act – Notice of Appeal to Tribunal by Owner of Land or Public Utility.

The 21 day appeal period from the date the assessment was approved by the Court of revision closed on October 23, 2023. To date the Township Interim Clerk has received three appeals under Section 54 of the Drainage Act Notice of Appeal to Tribunal from the Court of Revision. As of the date of this report , there was one further inquiry from an assessed landowner regarding the submission of an appeal.

The costs of the appeal can be awarded by the Drainage Tribunal and must form part of their decision. In most cases, the cost of the holding the Tribunal and the cost of the engineer forms part of the cost of the project charged back to the drain, with the individual appellants being responsible for their own costs. With that, the Drainage Superintendent has reached out to Courey Law Office to discuss this project, the appeals and inquire about the cost of legal services for assisting the Township in managing the Tribunal process. The legal firm provided a verbal quote of between \$7,500-10,000 to assist the Township with the appeals to the Drainage Tribunal. This cost would be the responsibility of the Township to cover unless the Drainage Tribunal awards costs in favour of the Township. It is not a common practice of the Tribunal to award costs in favour of either side of the appeal .

The Courey Law firm is experienced in working with municipalities in Essex County and Chatham Kent with appeals to the Drainage Tribunal and would ensure that the Township of Pelee is well represented.

4. **FINANCIAL MATTERS:**

The cost of the hiring Courey Law Office is unbudgeted and was not a factor in this project. The cost of the legal assistance should not form part of the cost of the project and would be the Township responsibility to cover the cost. The cost for hiring Courey Law Office is between \$7,500-\$10,000 to provide legal service for managing appeals to the Drainage Tribunal.

5. **CONSULTATIONS:**

- Paul Courey, Courey Law Office

6. **CONCLUSION:**

The bridge serving the McClure property is in poor condition and requires replacement. The cost of the project is assessed to the lands and roads that contribute storm water to the project.

Therefore it is recommended that the Township retain legal counsel to represent the municipality in relation to the appeals received regarding the construction and assessments to the Curry Marsh Drain, McClure bridge.



Eric Chamberlain

Contract Drainage Superintendent

EC/

Attachments:

DEPARTMENTS/OTHERS CONSULTED:

Name:

Title: Email:

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24 ,2023

Resolution 2023 –	
Moved by:	Seconded by:

1. The report from the Drainage Superintendent dated October 18, 2023 regarding the Appeals to Tribunal for the Curry Marsh Drain McClure Bridge **BE RECEIVED**;
2. The Courey Law Office **BE RETAINED** to assist with managing the appeals to the Ontario Drainage Tribunal with the cost not to exceed \$10,000 excluding HST

RESOLUTION RESULT	RECORDED VOTE		
CARRIED		YES	NO
DEFEATED			
DEFERRED			
REFERRED			
PECUNIARY INTEREST DECLARED			
RECORDED VOTE (SEE RIGHT)			
WITHDRAWN			
MAYOR – CATHERINE MILLER	INTERIM CLERK – MARY MASSE		

The above is a certified to be true copy of resolution number 2023 – Mary Masse Township Interim Clerk
--

THE CORPORATION OF THE TOWNSHIP OF PELEE
BY-LAW NUMBER: 2023 – 69

“Joint Enforcement of the Building Code”

(October 24, 2023)

Being a By-law to enter into an Agreement with the Municipality of Leamington for the Joint Enforcement of the Building Code.

WHEREAS pursuant to Section 9 of the *Municipal Act, 2001*, S.O. 2001, c 25, a Council may enter into Agreements;

AND FURTHER that the Municipal Council for the Township of Pelee has an obligation to provide services pursuant to the Building Code Act, S.O., 1992, c.23. and deems it expedient to enter into an agreement with the Municipality of Leamington to provide these building services;

THEREFORE the Council of the Corporation of the Township of Pelee enacts as follows:

1. That authority is hereby granted to the Mayor and Chief Administrator Officer – Clerk to enter into an agreement with the Municipality of Leamington for the provision of building services to the Township of Pelee.
2. That the agreement attached as Schedule ‘A’ forms part of this by-law.
3. That any and all actions taken and required to be taken by the Mayor and Chief Administrative Officer -Clerk on behalf of the Corporation of the Township of Pelee to complete this matter including the execution of the Agreement and any other associated documentation are hereby authorized; confirmed and ratified.
4. That this by-law shall come into force and take effect immediately upon the approval of Township Council.

By-law enacted this 24th day of October 2023.

Catherine Miller
Mayor

Mary Masse
Interim Clerk

Agreement for the Joint Enforcement of the Building Code

This agreement made the day of , 2023.

Between:

The Corporation of the Township of Pelee

Herein, "Pelee"

and

The Corporation of the Municipality of Leamington

Herein, "Leamington"

Whereas the Township of Pelee has an obligation to provide services pursuant to the Building Code Act, S.O., 1992, c.23.

And Whereas the Township of Pelee has requested that Leamington assist in providing these building services,

And whereas Leamington has agreed to provide such services subject to the terms and conditions contained herein.

Now therefore in consideration of one dollar and other good and valuable consideration, the Parties mutually agree as follows:

1. Leamington shall supply certain municipal building services, as later defined in this Agreement, to Pelee from January 1, 2024 to December 31, 2025.
2. Leamington shall retain all permit fees that it collects for any permits issued or other services provided pursuant to this agreement. If the annual amount of the permit fees collected in 2024 by Leamington totals less than twenty three thousand dollars (\$23,000) then Pelee shall pay to Leamington the difference between twenty three thousand dollars (\$23,000) and the amount of permit fees collected for that calendar year so that Leamington is guaranteed a minimum annual amount of twenty three thousand dollars (\$23,000) for the services

provided to Pelee pursuant to this agreement. If the annual amount of the permit fees collected in 2025 by Leamington totals less than twenty three thousand six hundred and ninety dollars (\$23,690) then Pelee shall pay to Leamington the difference between twenty three thousand six hundred and ninety dollars (\$23,690) and the amount of permit fees collected for that calendar year so that Leamington is guaranteed a minimum annual amount of twenty three thousand six hundred and ninety dollars (\$23,690) for the services provided to Pelee pursuant to this agreement.

3. Pelee shall compensate Leamington for all reasonable costs of transportation for its employees to travel to and from Pelee Island two times per month to a maximum of fifteen times per year.
4. If the number of visits to Pelee Island to provide building services exceeds fifteen (15) times in the calendar year then Pelee shall pay to Leamington one thousand five hundred dollars (\$1500.00) for each additional visit.
5. Pelee shall also compensate Leamington for all reasonable costs of lodging, meals and like expenses when it is necessary for the employees of Leamington to remain on Pelee Island overnight.
6. Pelee shall also pay the cost of one training course to maximum of \$2,000 for a Building Inspector.
7. Pelee shall enact a by-law appointing the Chief Building Official and Building Inspectors of Leamington as the Chief Building Official and Building Inspectors of Pelee Island.
8. Pelee shall enact a by-law regulating the construction of buildings pursuant to the Building Code Act, S.O. 1992, c. 23.
9. Pelee shall enact and keep in force a by-law establishing fees for the municipal building services being provided by Leamington.
10. Leamington shall provide the following municipal services to Pelee:
 - a) Receive and review building, plumbing and sewage applications and construction.

- b) Issue permits for Building, Plumbing and Sewage construction.
 - c) Inspect all new construction to ensure that it is in compliance with the approved plans and all applicable laws.
 - d) Issue orders to comply, stop work orders and other similar orders as authorized by the Building Code Act.
 - e) Provide advice to Pelee on building and development matters.
11. The parties agree that Leamington shall review applications and plans, issue permits and complete as much service as possible at its Leamington office.
 12. When an employee of Leamington is on Pelee Island to provide services authorized by this Agreement, then Pelee Island shall provide such employee with reasonable transportation and an office work area, as required.
 13. Leamington shall not be responsible for the enforcement of Pelee's zoning by-law, property standards by-law or any other by-law except as expressly provided in this Agreement.
 14. The Chief Building Official shall report to and receive instructions only from the Clerk of the Township of Pelee. The Building Inspectors shall report to and receive instructions only from the Chief Building Official.
 15. Pelee shall provide Leamington with a minimum of forty-eight (48) hours notice when an inspection is required. In the case of inclement weather, Leamington will conduct the inspection at the first reasonable opportunity.
 16. Pelee shall retain the responsibility to:
 - a) Approve and inspect new construction to insure it conforms to appropriate elevations.
 - b) Respond to all inquiries, including correspondence from solicitors, concerning the status of any property with respect to zoning, work orders and like matters.

17. Leamington shall provide Pelee with monthly building reports describing the applications received, the permits issued, the inspections conducted and all other services provided pursuant to this agreement.
18. Leamington shall submit invoices for the services provided on a quarterly basis. The invoice shall include such details as required by the Clerk of Pelee.
19. Pelee shall pay all invoices within thirty (30) days of receipt. 1.25% shall be paid by Pelee on all overdue accounts.
20. Pelee agrees to indemnify and save harmless Leamington, the Chief Building Official, the Building Inspectors and all other employees or agents of Leamington from any and all claims, including negligence that may arise as a direct or indirect result of any act or omission of Leamington, its employees or agents.

Dated at Leamington, this day of , 2023.

Hilda MacDonald, Mayor

Brenda M. Percy, Clerk

Dated at Pelee Township, this day of , 2023.

Cathy Miller, Mayor

Mary Masse, Interim Clerk

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24, 2023

Resolution	
Moved by:	Seconded by:

“BE IT RESOLVED that the Council of the Township of Pelee adopts By-Law 2023–69; Being a By-Law to enter into an Agreement with the Municipality of Leamington for the Joint Enforcement of the Building Code.”

RESOLUTION RESULT	RECORDED VOTE		
CARRIED		YES	NO
DEFEATED			
DEFERRED			
REFERRED			
PECUNIARY INTEREST DECLARED			
RECORDED VOTE (SEE RIGHT)			
WITHDRAWN			
MAYOR-Catherine Miller		Interim Clerk- Mary Masse	

<p>The above is a certified to be true copy of resolution number</p> <p>Mary Masse Interim Clerk</p>
--

The Corporation of the Township of Pelee

By-law NO. 2023-070

Being a By-law to License Trailers in the Township

WHEREAS the Municipal Act, 2012, Section 164, authorizes the Municipality to pass by-laws for the licensing of trailers in the Municipality;

AND WHEREAS the Township of the Pelee Zoning By-Law 2012 24 -, 4.1.1 (3) states that "Accessory uses, buildings and structures shall not be erected or established prior to the erection or establishment of the main building or use";

AND WHEREAS it is deemed necessary that all trailers located in the Township of Pelee and not assessed under the *Assessment Act (Ontario)* be licensed;

NOW THEREFORE THE COUNCIL of the Township of the Pelee hereby enacts the following:

Title – Section 1

1.1 This by-law shall be cited as the “Trailer By-law”

Definitions – Section 2

2.1 Township or Municipality shall mean the Corporation of the Township of the Pelee and shall be defined as the lands and premises within the corporation limits.

2.2 Trailer shall mean any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn or is propelled by the motor vehicle and is capable of being used for the living, sleeping or eating accommodation of persons on a temporary, transient or short term basis, even if the vehicle is jacked up or its running gear is removed. Examples include a tent trailer, a camper trailer, a recreational trailer, a tiny home, a fifth wheel, a bus converted into a motor home and park model trailer.

2.3 Stored Trailer means any trailer located on the property only for the purpose of sale or storage but shall not include any trailer being used at any time for living, sleeping or eating accommodations of persons while located on that property.

2.4 Assessed Trailer means any trailer legally located on a property and that is assessed under the Assessment Act.

2.5 “CAMPGROUND” means a use, consisting of camping sites, and comprising land used for seasonal recreational activity as grounds for the camping or parking of tents, travel trailers, truck campers, but not mobile homes or a mobile home park.

2.6 Recreational vehicle shall mean a vehicle which provides sleeping and other facilities for short periods of time, while travelling or vacationing, designed to be towed behind a motor vehicle, or to be self-propelled, and includes such vehicles commonly known as travel trailers, pick-up coaches, motorized campers, motor homes or other similar vehicles.

Prohibitions – Section 3

3.1 No person shall use nor shall an owner of land permit a person to use and/or keep a trailer on any property within the Township for more than seven consecutive (7) days in any given year, except in a designated Camping Establishment, without purchasing a licence.

3.2 No person shall have a trailer without a licence unless defined in Section 2.4, even if the trailer was legally placed on the property prior to the date of implementation of this By-law.

3.3 No person shall occupy a trailer from December to May of any given year.

3.4 No person shall add additions to a trailer such as sunrooms, porches or roofs.

3.5 The owner of the land, other than an established Camping Establishment within the Township, upon which a legally non-conforming trailer is located, shall be responsible for obtaining a license from the Township. No license shall be issued unless the prescribed fee has been paid.

3.6 Where a trailer that is located on a property in the Township, other than on land used as an established Camping Establishment, has been established to a legally non-conforming use and where such trailer has only been used occasionally for living, sleeping or eating accommodation of persons, such trailer shall not be deemed to be a stored trailer as defined in Section 2.3 and shall be subject to an annual license.

3.7 No license shall be issued under this By-law if the application for the licence would be in contravention of any other By-law of the Corporation of the Township of the Pelee or of any Federal or Provincial law or regulation.

3.8 This By-law shall not apply to a trailer where such a trailer is located on an existing lot for the sole purpose of storage or for the sole purpose of the sale of the trailer. Where a trailer is being stored or offered for sale, no person shall use or occupy the trailer.

3.9 This By-law shall not apply if the trailer is owned by an island resident for use off island or on such land is a campground operated or licensed by the Corporation, is not used on the island for habitation and is stored behind the front setback of the principal dwelling.

3.10 No trailer for which a license is required under this By-law shall be located on land except in conformity with the setback requirements for a dwelling unit as prescribed by the Corporation of the Township of the Pelee Zoning By-Law 2012-024, as amended, for the zone in which the lands are located.

3.11 The licensee shall be permitted to keep a trailer on their property though the months of December to May if the licensee complies with the following:

- i) trailer to be relocated to the rear of the property in compliance with the Town's Zoning By-law 2012-024, as amended;
- ii) pay applicable fee in accordance with schedule "A"

3.12 No person shall locate, or permit a permit to locate, more than one (1) trailer on any Land, except;

- i) is such land is a campground operated or licensed by the Corporation

Licence Exemptions – Section 4

4.1 A stored trailer, as defined in section 2.3 does not require a licence.

4.2 An assessed trailer, as defined in Section 2.4 does not require a licence.

4.3 Where a building permit for a single family dwelling unit has been issued by the Township's Chief Building Official, the permit holder shall enter into an agreement for the placement of a trailer on the property where the unit is being constructed or reconstructed solely for the purpose of the construction and only if any applicable building permit fees are paid and the trailer is promptly removed prior to the expiration of said building permit.

Licence Fee – Section 5

5.1 The License fee for a trailer shall be as set out in Schedule "A" attached to this by-law.

5.2 The license fee is payable for the current fiscal year upon receipt of an application. Every license obtained in this paragraph shall expire on the 31st day of December in that year of which it was issued.

5.3 Applications for licenses shall be made to the Township Office and duly signed by the owner of the property on which the trailer is to be located. The owner to whom a licence has been issued shall display the license on the trailer in a place that can be seen easily from the outside of the trailer.

5.4 All applications for such licence shall be made in the prescribed form attached to this By-law as Schedule "B".

5.5 The license fee is imposed upon the owner of the property on which the trailer is located. If the owner fails to make payment of the license fee in any year, the fee shall be deemed overdue and as such, the full license fee shall be collected in the same manner as property tax.

5.6 A refund may be obtained by surrendering the issued license and submitting a request in writing to the Clerk, indicating a trailer was not located on a property and specifying the date on which it was removed. The refund may be calculated from the first day of the month following relocation. The Township shall retain a minimum \$50 administration fee. The onus is on the landowner to provide supporting documentation of the date of such removal.

5.7 Any license issued under this By-law is not transferrable.

5.8 No person shall locate more than one trailer on a property lot unless it is a Camping Establishment.

5.9 Every person shall ensure that his or her sewage system is pumped out from a certified sewage hauler and that a receipt is provided upon request from the Clerk and/or By-law Enforcement Officer.

5.10 No trailer shall be licensed unless the location of the trailer complies with the following:

- i) All provincial statutory and regulatory requirements including but not limiting the generality of the foregoing, any license or permit required by the Ministry of the Environment.
- ii) All federal statutory and regulatory requirements.
- iii) The Township of the Pelee's Zoning By-Law 2012-024.

5.11 A license issued pursuant to this by-law authorizes the use and maintenance of an existing trailer on existing lots for temporary accommodations only. The issuance of a license does not grant the licensee the authority to occupy the trailer on a permanent basis. The issuance of a license is not intended and shall not be construed as permission or consent by the Municipality for the holder of the license to contravene or to fail to observe or comply with any law of Canada, Ontario or any by-laws of the Municipality.

Administration and Enforcement – Section 6

6.1 Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and shall be liable, for each contravention and each day of contravention shall constitute a separate offence.

6.2 No person being the registered owner of any lot or parcel of land within the Township shall permit any person to locate a trailer on his or her property except in accordance with the provision of this by-law.

6.3 The administration of this by-law is assigned to the Clerk who may delegate the performance of his or her function under this by-law from time to time as occasion requires.

6.4 Every applicant shall provide in full, at the time the application is submitted, all of the information required on the application form attached as Schedule "B", as well as payment of the prescribed license fee as set out in this By-law and any other document or information as may be required in any other part of this By-law.

6.5 Any application, comment, recommendation, information, document or thing in possession of the Clerk pursuant to the provision of this By-law shall be made available by the Clerk for inspection:

- i) By any person employed in the administration of the enforcement of this by-law;
- ii) By any other person upon the consent, satisfactory to the Clerk, of the person, civic department, board commission authority or other agency which produced or submitted the application, comment, recommendation, information, document or thing. Subject only to the limitations imposed by the Municipal Freedom of information and Protection of Privacy Act.

6.6 The enforcement of the By-law is assigned to the Provincial Offences Officer for the Township of the Pelee.

6.7 Any trailers used, maintained or located in contravention of this By-law shall be removed from the lot, at the expense of the Owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the Provincial Offences Officer may result in the removal of said trailer by the Township of Pelee, at the expense of the Owner of the lot.

6.8 If the Township takes action to remove a trailer(s) from a lot within the Township, the costs of such action may be added to the tax roll and collected in the same manner as taxes.

6.9 Where the Township proceeds with action under s.6.7 of this by-law, the Clerk or an Officer or an agent appointed by the Township may enter onto the property accompanied by any person(s) under his or her direction and with the appropriate equipment as required to bring the property into compliance with this by-law.

Inspections – Section 7

7.1 Any person designated by Council to enforce this By-law may, at any reasonable time and upon producing proper identification, enter and inspect any property licensed under or in contravention of the provisions of this By-law.

7.2 No person shall obstruct, hinder or in any way interfere with any person designated to enforce this By-law.

Penalty – Section 8

8.1 Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and upon conviction, shall be liable to a fine pursuant to Section 61 of the Provincial Offences Act. R.S.O., 1990, c P.33, for each contravention and each day of contravention shall constitute a separate offence. Schedule "C" attached.

8.2 Upon registering a conviction for a contravention of any provision of this By-law, the Ontario Court, Provincial Division, may, in addition to any penalty imposed by this By-law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

Validity - Section 9

9.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provision of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

EFFECTIVE DATE - SECTION 10

10.1 This by-law shall come into effect on the date of the third reading and it being passed.

REPEAL OF BY-LAW

11.1 That By-law 2016-22 be repealed.

Read a first, second, third time, enacted and passed this 24th October 2023

CATHY MILLER – MAYOR

MARY MASSE – INTERIM CLERK

The Corporation of the Township of Pelee

By-law NO. 2023-070

Schedule "A"

Property/Trailer	Fee
Trailer on property with Structure	\$50.00/month
Storage	\$0.00
Vacant Land	\$300.00/month
Trailer on Vacant Land from December to May	\$300.00/month
Trailer on property with Structure from December to May	\$50.00/month



THE CORPORATION OF THE
Township Of Pelee

1045 West Shore Road Pelee Island, ON NOR IMO website: www.pelee.org
Tel: 519-724-2931 Fax: 519-724-2470

TRAILER LICENCE REGISTRATION FORM

Applicant Information

Name: _____

Mailing Address

Address of trailer location

Owner/Occupant – please circle one

Phone Number: _____

Cell: _____

E-Mail: _____

Detailed Description of Trailer

Length: _____ Colour: _____ Make: _____ Model: _____

License Plate #: _____ Vin#: _____

Expected Date that the Trailer will be on the Property:
_____ **till** _____

My Trailer is: (Please check one)

- Located on Land that contains a Primary Structure
- Vacant Land
- Storage Trailer (must be inspected)

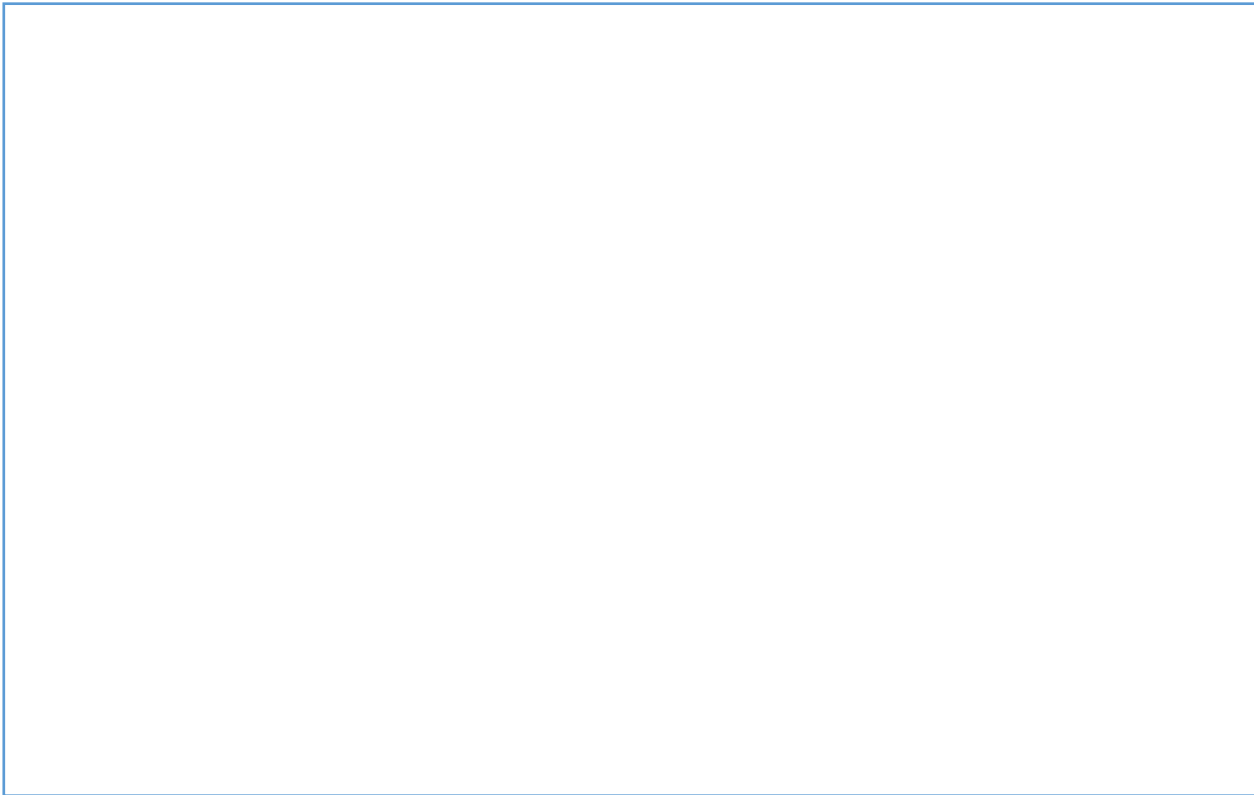
A licensee shall pay:

- **\$50.00 per month, if the trailer is located on land that contains a primary structure**
- **\$ 0.00 per month, for inspected storage trailers**
- **\$300.00 per month, for vacant land**

A site plan of the property showing the following must be included:

- **Property Dimensions.**
- **The Position of the Trailer on the site including set back from all property lines, bodies of water, watercourse, road ways and driveways.**
- **Location of septic system and well.**
- **Fire pit.**
-

Draw site plan below or attach to this form upon submission:



Sewage Hauler Provider;

Septic/Blackwater: _____

Gray Water: _____

Expected dates of occupancy:

I confirm that the information provided on this application form is true to the best of my knowledge and belief.

I agree to comply with the provisions of the Township of the Pelee By-Law 2023-070 and understand that unpaid fees will be added to my property tax account.

Signature of Applicant: _____ Date: _____

Signature of Issuing Official:

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24 ,2023

Resolution 2023 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2023 – 70 ; Being a By-Law to License Trailers in the Township of Pelee and repeal by-law 2016-22

	RESOLUTION RESULT	RECORDED VOTE	
	CARRIED		YES NO
	DEFEATED		
	DEFERRED		
	REFERRED		
	PECUNIARY INTEREST DECLARED		
	RECORDED VOTE (SEE RIGHT)		
	WITHDRAWN		
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE	

The above is a certified to be true copy of resolution number 2023 – Mary Masse Township Interim Clerk
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**THE CORPORATION OF THE TOWNSHIP OF
PELEE**

BY-LAW: 2023 –71

"CONFIRMATION OF PROCEEDINGS"

(October 24, 2023)

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 24th day of October , 2023 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"
(October 24, 2023).
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 FINALLY PASSED THIS 24th
DAY OF OCTOBER, 2023.**

MAYOR, CATHERINE MILLER

INTERIM CLERK, MARY MASSE

The Corporation of the Township of Pelee
 Regular Meeting of Council
 COUNCIL RESOLUTION

Date: October 24 ,2023

Resolution 2023 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2023 –71 ; Being a By-Law to confirm proceedings of the October 24TH meeting of Council ”

RESOLUTION RESULT	RECORDED VOTE		
CARRIED		YES	NO
DEFEATED			
DEFERRED			
REFERRED			
PECUNIARY INTEREST DECLARED			
RECORDED VOTE (SEE RIGHT)			
WITHDRAWN			
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE	

The above is a certified to be true copy of resolution number 2023 – Mary Masse Township Interim Clerk
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