

AGENDA

Tuesday January 9, 2024 6:00 pm
Electronic Meeting via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/81923218794?pwd=Vm9yaldBL1A5dXZVZGhYbUFkOTBNdz09>

Meeting ID: 819 2321 8794

Passcode: 718153

or

Dial by your location

• +1 647 558 0588 Canada

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 – December 12, 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.

Council will move into closed session following the regular order of business to receive information in accordance with Section 239 (2) h) of the Municipal Act which is explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a crown agency of any of them .

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. Asphodel Norwood resolution re: rising municipal insurance premiums
- B. Town of Aurora resolution re: Community Safety and Inciteful Speech
- C. Town of Aurora resolution re: Homelessness crisis
- D. City of Sudbury resolution re: OHS definition of Employer
- E. City of Thunder Bay resolution re: Short Term rentals
- F. Township of Clearview resolution re: Cemetery administration
- G. Conmee Township resolution re: changes to the Mun Act and Mun Elections Act
- H. Township of Tay resolution re: Cemetery Management support request
- I. Disbursements
- J. Transportation Team Review – December 18 2023

9. Reports

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

A. Interim Clerk – Mary Masse

- i) Council Term Plan review – Mayor Miller will introduce the review and ask for Council participation to review the plan.

B. Treasurer – Michelle Feltz

- i) Report 2024-01 MF - Essex Region Conservation Authority Non-Mandatory Service Agreement

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 2024-01 – Being a by-law to provide for an Interim Tax Levy, to provide for payment of taxes and to provide for a penalty and interest of 1.25 per cent.**
- B. By-law 2024-02 – Being a by-law to authorize the borrowing of money to meet current expenditures.**
- C. By-law 2024-03 - Being a by-law to authorize an agreement with the Essex Region Conservation Authority for Non-Mandatory Service.**
- D. By-law 2024-04 - Being a by-law to confirm the proceedings of Council for January 9, 2024.**

13. Adjournment

Chair shall adjourn Meeting after Council rises from Closed session



THE CORPORATION OF THE
Township Of Pelee
REGULAR MEETING OF COUNCIL
MINUTES

**TUESDAY, December 12, 2023
6:00 PM**

Virtual meeting

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

Members of Administration: Interim Clerk Mary Masse
Treasurer Michelle Feltz

Others Present: 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

There were no amendments to the agenda

3. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of interest noted at this time.

4. CONFIRMATION OF PREVIOUS MINUTES

A. Regular Minutes November 28, 2023

Resolution 2023 – 252

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Stephanie Crawford

That the November 28, 2023 Regular Meeting of Council Minutes BE ADOPTED.

CARRIED

5. DELEGATIONS

6. MATTERS SUBJECT TO NOTICE

7. CLOSED SESSION

8. CONSENT AGENDA

- A. Chatham-Kent re: 2023 Ontario Works Rate
- B. MNRF Technical Bulletin
- C. Municipality of Tweed re: One-third Funding Agreements
- D. Town of Amherstburg re: Cigarette Producers Responsibility
- E. Township of Coleman re: Conservation Officers
- F. Township of Puslinch re: amendments to Income Tax Act – Volunteer Firefighters
- G. Disbursements
- H. Hunting and Fishing Committee minutes – November 7, 2023

Resolution 2023 – 253

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Dave DeLellis

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

CARRIED

9. REPORTS

A. Community Emergency Management Coordinator – Kristine Horst

- i. Report No. 2023-75 KH – Emergency Response Plan

Resolution 2023-254

Moved by: Councillor Stephanie Crawford

Seconded by: Councillor Dave DeLellis

That:

- 1. The report from the Community Emergency Management Coordinator (CEMC) dated December 4, 2023, on the amended Emergency Response Plan BE RECEIVED; and**
- 2. The Emergency Response Plan BE ADOPTED by By-Law at the December 12th Regular Meeting of Council.**

CARRIED

B. Interim Clerk- Mary Masse

- i. Report No. 2023-76 MM – Quarterly Building Report (July to Oct)

Resolution 2023-255

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Stephanie Crawford

That the report from the Interim Clerk dated December 12, 2023 regarding Building Permits – Quarterly Report **BE RECEIVED as information .**

CARRIED

10. NOTICES OF MOTION

11. RECOGNITIONS AND ANNOUNCEMENTS

The Mayor congratulated the students and educators on another successful school Christmas concert. Thanked Kristine Kenndy and staff at Eries Shores Health Care for providing health care services to the Island. Thanks to OSTC in particular Ferry staff for all their hard work throughout 2023. Thanked Council and staff and wished everyone Merry Christmas

12. BY-LAWS

By-Law 2023 –75; Being a By-law to authorize the Mayor and Clerk to execute an agreement with DRW NX Co.

Resolution 2023 - 256

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Stephanie Crawford

That the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2023 – 75; Being a by-law to authorize the Mayor and Clerk to execute an agreement with DRW NX. Co.

CARRIED

By-law 2023-76 – Being a by-law to adopt the Township of Pelee Emergency Response Plan (ERP)

Resolution 2023 - 257

Moved By: Councillor Stephanie Crawford

Seconded By: Deputy Mayor Dayne Malloch

That By-law 2023-76 being a By-Law to adopt the Township of Pelee Emergency

Response Plan (ERP) be read a first, second and third time and finally adopted this 12th day of December, 2023.

CARRIED

By-law 2023-77; Being a By-Law to confirm the proceedings of the December 14 2023 meeting of Council

Resolution 2023 - 258

Moved By: Councillor Dave DeLellis

Seconded By: Deputy Mayor Dayne Malloch

That By-law 2023-76 being a By-Law to confirm the proceedings of the December 12 2023 meeting of Council is hereby adopted

CARRIED

13. CLOSED SESSION AND ADJOURNMENT

The Mayor adjourned the meeting at 6:12 p.m.

Original Signed by:

**Catherine Miller,
Mayor**

Original Signed by:

**Mary Masse, Interim
Clerk**

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

Date: January 9, 2024

Resolution 2024 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby confirm the Regular Council minutes of December 12, 2023.”

RESOLUTION RESULT		RECORDED VOTE		
X	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 Interim Clerk</p>
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December 22, 2023

Sent via E-mail
david.piccinico@pc.ola.org

David Piccini, MPP
Northumberland-Peterborough South
117 Peter St
Port Hope, ON L1A 1C5

Re: Rising Municipal Insurance Costs

Dear MPP Piccini,

At its regular meeting held December 12, 2023, the Council of the Township of Asphodel-Norwood considered the above-noted matter and passed the following resolution:

WHEREAS Ontario Municipalities are experiencing higher insurance rates at each renewal with limited access to insurance providers willing to quote on municipal insurance needs;

AND WHEREAS the Township of Asphodel-Norwood's annual insurance premiums have increased from \$150,280 to \$299,729 from 2020 to 2024, representing an accumulated increase of 99.5% over this period;

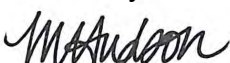
AND WHEREAS these annual increases are unsustainable and divert funds from critical municipal services as one of the most significant constraints in limiting yearly tax levy increases;

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Asphodel-Norwood directs staff to send a letter to the MPP for Northumberland-Peterborough South calling for action to reduce insurance costs;

AND FURTHER BE IT RESOLVED that this Resolution be forwarded to the Association of Municipalities of Ontario (AMO), the Minister of Finance, the Minister of Municipal Affairs and Housing, and all Ontario Municipalities for support.

Trusting you will find the foregoing satisfactory, but please do not hesitate to reach out with any questions or concerns.

Sincerely,



Melanie Hudson, Acting Clerk
Township of Asphodel-Norwood

Cc: Hon. Peter Bethlenfalvy, Minister of Finance
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



Legislative Services
Jaclyn Grossi
905-726-4768
clerks@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

December 19, 2023

The Right Honourable Justin Trudeau
Prime Minister of Canada
80 Wellington Street
Ottawa, ON K1A 0A2

Delivered by email
justin.trudeau@parl.gc.ca

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Delivered by email
premier@ontario.ca

Dear Prime Minister Trudeau and Premier Ford:

**Re: Town of Aurora Council Resolution of December 12, 2023
Motion 10.3 – Councillor Gilliland; Re: Community Safety and Inciteful Speech**

Please be advised that this matter was considered by Council at its meeting held on December 12, 2023, and in this regard, Council adopted the following resolution:

Whereas there has been an escalation in terrorist activity and unrest around the world that has triggered homeland rallies and advocacy that supports inciteful actions, which are causing uncertainty and unsafe feelings in our own country; and

Whereas inciteful speech is knowingly being utilized to create division, manipulation and spread misinformation, which could be defined as violent extremist propaganda and encouraging violent crimes; and

Whereas any loss of innocent civilian life is unacceptable and tragic; and

Whereas other local municipal councils and residents in Aurora have expressed concerns of uncertainty and safety who are asking for peace, protection and security; and

Whereas law exists to help maintain public safety, security, peace and order in society, and in Canada, where the responsibility for criminal justice is shared between the Federal, Provincial and territorial governments; and

Whereas it is important to protect our general freedoms of speech, while respecting the principles to protect and respect human rights, whether in

person or in a free, open and secure internet, and to ensure transparency and accountability;

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledges that residents in the community have expressed feelings of uncertainty and safety concerns, due to the recent global unrest, and condemns all acts of terror and violence resulting in loss of life or injury; and**
- 2. Be It Further Resolved That the Town of Aurora call on all levels of government to acknowledge this uncertainty and safety concerns in Canada and look to strengthening their available tools to deny inciteful speech that encourages violent extremists the ability to publicly manipulate, advocate, and incite violence or physical harm to another human being, whether it be online or in person; and**
- 3. Be It Further Resolved That Council encourages our community and diverse local leaders of faith to bring the community together to promote peace, healing and understanding during this difficult time; and**
- 4. Be It Further Resolved That a copy of this resolution be provided to both the Federal and Provincial government and all municipalities in Ontario.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Jaclyn Grossi
Deputy Town Clerk
The Corporation of the Town of Aurora

JG/lb

Attachment (Council meeting extract)

Copy: All Ontario Municipalities



10. Motions

10.3 Councillor Gilliland; Re: Community Safety and Inciteful Speech

Moved by Councillor Gilliland

Seconded by Councillor Gaertner

Whereas there has been an escalation in terrorist activity and unrest around the world that has triggered homeland rallies and advocacy that supports inciteful actions, which are causing uncertainty and unsafe feelings in our own country; and

Whereas inciteful speech is knowingly being utilized to create division, manipulation and spread misinformation, which could be defined as violent extremist propaganda and encouraging violent crimes; and

Whereas any loss of innocent civilian life is unacceptable and tragic; and

Whereas other local municipal councils and residents in Aurora have expressed concerns of uncertainty and safety who are asking for peace, protection and security; and

Whereas law exists to help maintain public safety, security, peace and order in society, and in Canada, where the responsibility for criminal justice is shared between the Federal, Provincial and territorial governments; and

Whereas it is important to protect our general freedoms of speech, while respecting the principles to protect and respect human rights, whether in person or in a free, open and secure internet, and to ensure transparency and accountability;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledges that residents in the community have expressed feelings of uncertainty and safety concerns, due to the recent global unrest, and condemns all acts of terror and violence resulting in loss of life or injury; and
2. Be It Further Resolved That the Town of Aurora call on all levels of government to acknowledge this uncertainty and safety concerns in Canada and look to strengthening their available tools to deny inciteful

speech that encourages violent extremists the ability to publicly manipulate, advocate, and incite violence or physical harm to another human being, whether it be online or in person; and

3. Be It Further Resolved That Council encourages our community and diverse local leaders of faith to bring the community together to promote peace, healing and understanding during this difficult time; and
4. Be It Further Resolved That a copy of this resolution be provided to both the Federal and Provincial government and all municipalities in Ontario.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)



Legislative Services
Jaclyn Grossi
905-726-4768
clerks@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

December 19, 2023

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Delivered by email
premier@ontario.ca

Dear Premier Ford:

**Re: Town of Aurora Council Resolution of December 12, 2023
Motion 10.1 – Councillor Gilliland; Re: Homelessness Crisis**

Please be advised that this matter was considered by Council at its meeting held on December 12, 2023, and in this regard, Council adopted the following resolution:

Whereas the homelessness crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario, and that Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, and residents as well as regional, federal, and provincial governments and agencies; and

Whereas the Town of Aurora recognizes the challenges of mental health, addictions, and homelessness, which are complex issues that have a significant and detrimental impact on the residents of the Town of Aurora and surrounding areas within Ontario; and

Whereas addressing and responding to these issues has placed extreme stress on all levels of regional, municipal, and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within the Town of Aurora and surrounding areas;

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledge that homelessness in Ontario is a social, economic and health crisis, including people with substance use disorders; and**
- 2. Be It Further Resolved That the Town of Aurora commits to ending homelessness in the community in collaboration with the Region, and both the Provincial and Federal governments; and**

3. **Be It Further Resolved That the Town of Aurora call on the Region, the Province and Federal governments to increase action and supports on the following:**
 - a. **Commit to ending homelessness in Ontario; and**
 - b. **Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, and economic partners to develop, resource, and implement an action plan to achieve this goal; and**
 - c. **Provide a long-term financial commitment to assist in the creation of more affordable and supportive housing for people in need, in York Region, including people with substance use disorders; and**
 - d. **Increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide foundational support for the health, safety and well-being of individuals, families, and neighbourhoods, beginning from early childhood; and**
4. **Be It Further Resolved That a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Minister of the Solicitor General; the Minister of Finance; the Chief Medical Officer of Health; Town of Aurora local MPs and MPPs; the Association of Municipalities of Ontario; and all Ontario municipalities.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Jaclyn Grossi

Deputy Town Clerk

The Corporation of the Town of Aurora

JG/lb

Attachment (Council meeting extract)

Copy: Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Hon. Michael Parsa, Minister of Children, Community and Social Services, MPP
Aurora—Oak Ridges—Richmond Hill

Hon. Sylvia Jones, Minister of Health
Hon. Michael S. Kerzner, Solicitor General
Hon. Peter Bethlenfalvy, Minister of Finance
Dr. Kieran Moore, Chief Medical Officer of Health
Dawn Gallagher Murphy, MPP Newmarket—Aurora
Tony Van Bynen, MP Newmarket—Aurora
Leah Taylor Roy, MP Aurora—Oak Ridges—Richmond Hill
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



10. Motions

10.1 Councillor Gilliland; Re: Homelessness Crisis

Moved by Councillor Gilliland

Seconded by Councillor Gaertner

Whereas the homelessness crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario, and that Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, and residents as well as regional, federal, and provincial governments and agencies; and

Whereas the Town of Aurora recognizes the challenges of mental health, addictions, and homelessness, which are complex issues that have a significant and detrimental impact on the residents of the Town of Aurora and surrounding areas within Ontario; and

Whereas addressing and responding to these issues has placed extreme stress on all levels of regional, municipal, and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within the Town of Aurora and surrounding areas;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledge that homelessness in Ontario is a social, economic and health crisis, including people with substance use disorders; and
2. Be It Further Resolved That the Town of Aurora commits to ending homelessness in the community in collaboration with the Region, and both the Provincial and Federal governments; and
3. Be It Further Resolved That the Town of Aurora call on the Region, the Province and Federal governments to increase action and supports on the following:
 - a. Commit to ending homelessness in Ontario; and
 - b. Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, and economic partners to

develop, resource, and implement an action plan to achieve this goal; and

- c. Provide a long-term financial commitment to assist in the creation of more affordable and supportive housing for people in need, in York Region, including people with substance use disorders; and
- d. Increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide foundational support for the health, safety and well-being of individuals, families, and neighbourhoods, beginning from early childhood; and

- 4. Be It Further Resolved That a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Minister of the Solicitor General; the Minister of Finance; the Chief Medical Officer of Health; Town of Aurora local MPs and MPPs; the Association of Municipalities of Ontario; and all Ontario municipalities.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

December 12, 2023

Sent Via Email

Municipalities of Ontario

Re: Amendment to the Occupational Health and Safety Act to Clarify the Definition of “Employer”

The following resolution was passed by Council of the City of Greater Sudbury on December 5, 2023:

CC2023-303: WHEREAS in 2015 the City of Greater Sudbury (the “City”) entered into a contract with a contractor experienced in road construction projects to complete a project on Elgin Street in the City’s downtown core;

AND WHEREAS the contract provided that the contractor would be the constructor for the project as that term is defined in the Occupational Health and Safety Act (the “Act”);

AND WHEREAS an employee of the constructor operating a grader on the project struck and killed a pedestrian;

AND WHEREAS the City was charged with offences under the Act as the constructor and the employer;

AND WHEREAS after being acquitted at trial and on appeal, the Ontario Court of Appeal, in a decision issued on April 23, 2021, found the City to be liable for contraventions of the Construction Regulations as an employer as it employed quality control inspectors to monitor the quality of work on the project from time-to-time;

AND WHEREAS the Supreme Court of Canada, in a decision issued on November 10, 2023, was evenly divided 4-4 on the issue resulting in dismissal of the City’s appeal;

AND WHEREAS the consequence of this decision is that municipalities in Ontario, as well as all other owners of property in the province, who wish to undertake construction, are subject to being charged and convicted as an employer for offences in relation to project sites for which they have no control and have, in accordance with the Act, contracted with an entity to assume plenary oversight and authority over the work on such site as the constructor; AND WHEREAS the potential of an owner being charged as an employer as that term is defined in the Act in circumstances where it has engaged a constructor disregards and renders meaningless the owner-constructor provisions contained in the Act and presents an unacceptable level of increased risk and confusion for owners and contractors throughout the province;

PO BOX 5000 STN A
200 BRADY STREET
SUDBURY ON P3A 5P3

CP 5000 SUCC A
200, RUE BRADY
SUDBURY ON P3A 5P3

705.671.2489

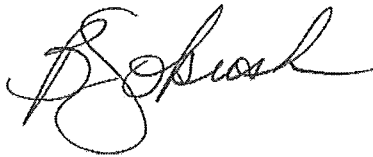
www.greatersudbury.ca
www.grandsudbury.ca

AND WHEREAS the City believes that the safety of workers is paramount however the safety of workers on construction projects in Ontario is not increased by placing liability on parties that do not have control of and are not responsible for the conduct of the work on such sites;

NOW THEREFORE BE IT RESOLVED THAT the Council for the City of Greater Sudbury requests that the province amend the Occupational Health and Safety Act to clarify the definition of "employer" to exclude owners that have contracted with a constructor for a project;

AND BE IT FURTHER RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, France Gelinias, MPP for Nickel Belt, Jamie West, MPP for Sudbury, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, Ontario's Big City Mayors, Mayors and Regional Chairs of Ontario, Northern Ontario Large Urban Mayors, the Council of Ontario Construction Associations, the Ontario Chamber of Commerce and all Ontario municipalities.

Yours truly,

A handwritten signature in black ink, appearing to read 'Brigitte Sobush', written in a cursive style.

Brigitte Sobush
Manager of Clerk's Services/Deputy City Clerk

- c. Members of City Council
Eric Labelle, City Solicitor and Clerk



OFFICE OF THE CITY CLERK
500 Donald Street East
Thunder Bay, ON P7E 5V3

Tel: (807) 625-2230
Fax: (807) 623-5468

Tuesday, December 19, 2023

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Advocacy– Short Term Rentals

Please be advised that the following resolution was adopted by Committee of the Whole at its meeting held on November 27, 2023 and subsequently ratified by City Council on December 11, 2023:

WITH RESPECT to the memorandum dated November 6, 2023 from Councillor Shelby Ch'ng, Vice Chair of Intergovernmental Affairs Committee, we recommend in support of the request to the Government of Ontario to establish a regulatory framework requiring digital platforms such as Airbnb and VRBO to:

- Require owners using the digital platforms to comply with municipal planning and licensing regulations; and
- Prevent advertising of properties that are not registered with the relevant municipality; and
- Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials;

AND THAT the City of Thunder Bay call upon the Province of Ontario to work with municipalities to address situations in which long term housing stock has been lost to corporate ownership of short-term rental properties;

AND THAT a copy of this resolution be forwarded to Premier Doug Ford, Minister of Municipal Affairs and Housing Paul Calandra, MPP Lise Vaugeois and MPP Kevin Holland, the Association of Municipalities of Ontario (AMO), the Northern Ontario Municipal Association (NOMA) and all municipalities in Ontario;

AND THAT any necessary by-laws be presented to Council for ratification.

CARRIED

Should you have any further questions relative to the above, please do not hesitate to contact the undersigned.

Yours very truly,



Dana Earle
Deputy City Clerk

Cc:

Minister of Municipal Affairs and Housing Paul Calandra
MPP Lise Vaugeois
MPP Kevin Holland
Association of Municipalities of Ontario (AMO)
Northern Ontario Municipal Association (NOMA)
All municipalities in Ontario



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

December 12, 2023

File: C00.2023

Hon. Todd McCarthy
Ministry of Public and Business Service Delivery
777 Bay Street, 5th Floor
Toronto ON M5B 2H7

Sent by Email

RE: Cemetery Transfer/Abandonment Administration & Management Support

Please be advised that Council of the Township of Clearview, at its meeting held on December 11, 2023, passed a resolution regarding Cemetery Transfer/Abandonment Administration & Management Support as follows:

Moved by Councillor Walker, Seconded by Councillor Broderick, Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

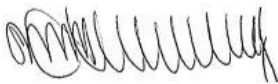
Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries; Page 6 of 7
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities. Motion Carried.

For reference, please find attached the Staff Report LS-032-2023 that provides background for the above resolution. If you have any questions, please do not hesitate to contact the undersigned.

Regards,



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

cc: Jim Cassimatis, BAO Interim CEO/Registrar
MPP Simcoe Grey, Brian Saunderson
Ontario Municipalities



19 Holland Rd W. RR.#1
Kakabeka Falls, ON POT 1W0

www.conmee.com

On December 19th 2023, Council passed the following resolution at its regular meeting:

RESOLUTION 2023-0247

Moved by Councillor Arnold

Seconded by Councillor Halvorsen

WHEREAS duly elected Officials of a Municipality, or a Township are expected to be above reproach and to conduct themselves with integrity, truth, justice, honesty, transparency and courtesy.

AND WHEREAS there are people of dubious character who have a Criminal Record, having been convicted of a Federal Offence of any of the Federal Statutes of Canada, but not limited to the Criminal Code or Narcotic Control Act, who are currently on Council of a Municipality or have let their name stand for election for Mayor, Reeve or Councillor as a municipal candidate.

NOT WITHSTANDING the provisions of the Ontario Human Rights Code

THEREFORE BE IT RESOLVED that the Township of Conmee lobby the Provincial Government to amend The Municipal Act and Municipal Elections Act, as may be, so that people with a criminal record who have not had their record pardoned from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections or holding office in municipal council

AND THAT an elected local government official be disqualified from office upon conviction of a criminal offense and must resign

AND THAT Council of the Township of Conmee direct the Clerk to send a copy of this resolution to the Ontario Premier Doug Ford, Attorney General Doug Downey, Solicitor General Michael Kerzner, Minister of Municipal Affairs Paul Calandra, MPP Kevin Holland, MPP and Leader of the Official Opposition Marit Stiles, MPP and Critic of the Attorney General Kristyn Wong-Tam, MPP and Critic of Solicitor General John Vanthof, MPP and Critic of Municipal Affairs Jeff Burch, Association of Municipalities of Ontario, Rural Ontario



19 Holland Rd W. RR.#1
Kakabeka Falls, ON POT 1W0

www.conmee.com

Municipal Association, Northern Ontario Municipal Association, Thunder Bay District
Municipal League, and all Ontario municipalities

CARRIED



TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



December 21, 2023

Hon. Todd McCarthy
Minister of Public and Business Service Delivery
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

sent via email Todd.McCarthy@pc.ola.org

Dear Hon. Todd McCarthy,

Re: Provincial Cemetery Management Support Request – Tay Township

Tay Township Council passed the following resolution during the December 20, 2023 Council Meeting regarding the Provincial Cemetery Management Support Request:

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

Now Therefore Be It Resolved that Council of the Township of Tay requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amending the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost;

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Jill Dunlop and all Ontario municipalities.

Sent on behalf of Tay Township Council.

Yours truly,

A handwritten signature in black ink, appearing to read 'Katelyn Johns'.

Katelyn Johns, MPPA
Municipal Clerk

Cc: Jim Cassimatis, BAO Interim CEO/Registrar, Hon. Jill Dunlop, Minister of Colleges and Universities/MPP, and all Ontario municipalities.

Report Date
1/04/2024 11:01 AM

Township of Pelee
List of Accounts for Approval
As of 12/31/2023
Batch: 2023-00192 to 2023-00206

Page 1

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

Computer Cheques:

6384	12/07/2023	D & T Auto Parts	Supplies	108.97
6385	12/07/2023	Leamington Sanitation	Septic Office	762.75
6386	12/07/2023	McTague Law Firm	Legal Administration	1,461.66
6387	12/08/2023	Bell Canada Public Access	Airport Phone	56.50
6388	12/08/2023	McTague Law Firm	Legal Administration	237.30
6389	12/08/2023	Plant Products	Sodium Hypochlorite	261.64
6390	12/08/2023	Recipient	Potable Water Fund	250.00
6391	12/08/2023	Stantec Consulting Ltd.	Permitting-Broadband	2,490.84
6392	12/08/2023	Truax Lumber and Building	Sign Posts	259.62
6393	12/08/2023	Windsor Essex Cnty Health Unit	Health Unit Contributions	1,938.00
6394	12/08/2023	Xerox Canada Ltd.	Alta C8145	92.21
6395	12/12/2023	Bell Canada	Watt Line	13.59
6396	12/12/2023	Recipient	Potable Water Fund	250.00
6397	12/12/2023	McTague Law Firm	Legal Administration	331.63
6398	12/12/2023	Recipient	Potable Water Fund	250.00
6399	12/12/2023	Purolator Courier Ltd.	Water Testing Shipping	47.83
6400	12/12/2023	Recipient	Potable Water Fund	250.00
6401	12/12/2023	Xerox Canada Ltd.	B405DN Printer	39.80
6402	12/13/2023	Cathy Miller	Nomination Filing Fee Refund	200.00
6403	12/13/2023	LandmarkEngineers Inc.	Interior Flood Level Assess	29,033.49
6404	12/13/2023	Recipient	Potable Water Fund	250.00
6405	12/18/2023	Assoc. of Municipalities	AMO Membership 2024	1,063.12
6406	12/18/2023	Delage Landen Financial Serv.	Copier/Lease	309.09
6407	12/18/2023	Dowler-Karn	RCL Pelee61299 Legion Reserve	1,306.17
6408	12/18/2023	JBK Trucking	Water Testing	28.25
6409	12/18/2023	Municipality of Leamington	2023 Permit Fee/Training	4,351.10
6410	12/20/2023	Rood Engineering Inc.	Engineering Services - Hamel x	7,769.88
6411	12/20/2023	Software N Systems Computing	Email Campground	124.30
6412	12/31/2023	Darch Fire	Equipment	7,426.36
6413	12/31/2023	Volunteer Reimbursement	Lights/Equipment	299.21
6414	12/31/2023	Minister of Finance	OPP LSR December	12,128.00
6415	12/31/2023	Royal Canadian Legion	Emergency Measures	500.00
6416	12/31/2023	WFS Ltd.	Garbage Bags-Public Bins	614.27
6417	12/31/2023	WM Maxey	Sign Maint.	2,271.30
6418	12/31/2023	Municipal Employer Pension	2024 Membership	71.19
6419	12/31/2023	Natural Resource Solutions Inc	2669C Drain Classification	14,323.86
6420	12/31/2023	Stantec Consulting Ltd.	Permitting-Broadband	11,821.71

Other:

2023624-Man	12/07/2023	Zone Five Consulting	Consulting 2023	42,375.00
2023625-Man	12/05/2023	TD Canada Trust	Loan Payment	1,502,051.81
2023626-Man	12/07/2023	Pelee Island Co-Op	Credit	4,689.76
2023627-Man	12/07/2023	Hydro One Networks Inc.	EMS/CLINIC	848.33
2023628-Man	12/07/2023	Hydro One Networks Inc.	Street Lights	246.90
2023629-Man	12/07/2023	Hydro One Networks Inc.	TS	55.95
2023630-Man	12/07/2023	Hydro One Networks Inc.	Office	271.27

Report Date
1/04/2024 11:01 AM

Township of Pelee
List of Accounts for Approval
As of 12/31/2023
Batch: 2023-00192 to 2023-00206

Page 2

Payment #	Date	Vendor Name	Reference	Payment Amount
2023631-Man	12/07/2023	Hydro One Networks Inc.	WWS	1,122.04
2023632-Man	12/07/2023	Hydro One Networks Inc.	Roads	104.23
2023633-Man	12/07/2023	Hydro One Networks Inc.	Airport	284.44
2023634-Man	12/07/2023	Hydro One Networks Inc.	Marina Docks	55.25
2023635-Man	12/07/2023	Hydro One Networks Inc.	Marina Office	39.95
2023636-Man	12/07/2023	Hydro One Networks Inc.	Bonnett Building	43.25
2023637-Man	12/07/2023	Hydro One Networks Inc.	Campground	99.54
2023638-Man	12/07/2023	Hydro One Networks Inc.	CM	36.02
2023639-Man	12/07/2023	Hydro One Networks Inc.	Farm	139.41
2023640-Man	12/07/2023	Hydro One Networks Inc.	West Washroom	213.99
2023641-Man	12/07/2023	Hydro One Networks Inc.	BM(N)	62.68
2023642-Man	12/07/2023	Hydro One Networks Inc.	EWS	231.06
2023643-Man	12/07/2023	Hydro One Networks Inc.	BM(W)	434.90
2023644-Man	12/08/2023	Sun Life Financial	Sun Life Monthly Bill	575.56
2023645-Man	12/08/2023	Bell Conferencing Inc.	Conference Line	33.90
2023646-Man	12/11/2023	Bell Canada	Roads	136.62
2023647-Man	12/11/2023	Bell Canada	TS	86.36
2023648-Man	12/11/2023	Bell Canada	Farm	86.36
2023649-Man	12/11/2023	Bell Canada	Marina	235.97
2023650-Man	12/11/2023	Bell Canada	Office	518.49
2023651-Man	12/11/2023	Bell Canada	CM	95.80
2023652-Man	12/11/2023	Bell Canada	WSW	146.06
2023653-Man	12/11/2023	Bell Canada	Big Marsh (N)	86.36
2023654-Man	12/11/2023	Bell Canada	Big Marsh (W)	86.36
2023655-Man	12/11/2023	Bell Canada	Office Emerg Line	67.21
2023656-Man	12/11/2023	Bell Canada	Airport	86.36
2023657-Man	12/11/2023	Bell Canada	Office Fax	63.82
2023658-Man	12/14/2023	IT International Telecom	IT Invoice #3	769,856.01
2023659-Man	12/18/2023	Southwestern Sales Corporation	Gravel / HST	30.84
2023660-Man	12/18/2023	Southwestern Sales Corporation	Gravel	274.15
2023661-Man	12/18/2023	Southwestern Sales Corporation	Gravel	567.65
2023662-Man	12/18/2023	Bell Conferencing Inc.	Conference Line	33.90
2023663-Man	12/19/2023	Collabria VISA	Various Depts.	29.37
2023664-Man	12/22/2023	Bell Canada	Campground	143.90
2023665-Man	1/03/2024	Collabria VISA	Various Depts	336.15
2023666-Man	1/03/2024	Bell Mobility	Cellphones/Wifi	360.46
Total for General:				2,430,337.08

Certified Correct This January 4, 2024

Mayor, Catherine Miller

Treasurer, Michelle Feltz

Transportation Team 2023 Report: Dec 18, 2023

Team Role

To advocate for transportation needs for the Township of Pelee with partners at OSTC, MTO and with regional partners Township of Kingsville and Municipality of Leamington.

Responsibilities

Attending bi-weekly / monthly team meetings, regional Pelee Island Transportation Advisory Committee Meetings, provide informed feedback in public consultations and surveys.

Review of 2023 activities:

- Development of Key Priorities:
 - o Expand capacity.
 - o Secure a new vessel to provide the appropriate level of redundancy while also expanding capacity.
 - o Working group be consulted / advised before impactful decisions are made including but not limited to policy, fares, schedules, maintenance.
- Participation in Ferry Review Public Consultation.
- Participation in Golf Car / Micro mobility Public Consultation.
- Provided comments to Southwest Ontario Transportation Task Force on key findings.
- Attended MPP Jones + OSTC public meeting to address Spring 2023 Dry Dock Issues.
- Supported Public Meeting of Council on Transportation needs associated with deck space availability to define key priority of expanding capacity.
- Delegation at ROMA 2023 to advocate for the introduction of a new transfer payment.
- Ministerial Meeting with Minister Sarkaria re: new vessel
- Advocacy to be identified as a “Connecting Links” Community with MTO for Municipal Road Funding.
- Advocacy for extended sailing season, adjusted schedules when needed.
- Advocacy for added flights, Sundays / holidays.

For 2024:

- Continued advancement of 2023 key priorities
- Understand what the future state of accessibility looks like (ramps, elevators, plane etc)
- Understand how OSTC / MTO views their role in emergency management
- Improve opportunities for visitor education on vessel, at terminals and online

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

Date: January 9, 2024

Resolution 2024 –	
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 8 j)

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED		YES	NO
<input type="checkbox"/>	DEFEATED			
<input type="checkbox"/>	DEFERRED			
<input type="checkbox"/>	REFERRED			
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED			
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)			
<input type="checkbox"/>	WITHDRAWN			
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE		

The above is a certified to be true copy of resolution number 2023 –

Mary Masse
 Township Administrator & Clerk



THE CORPORATION OF THE
Township Of Pelee

Pelee Island

Term Plan 2022-2026



Strategic Planning

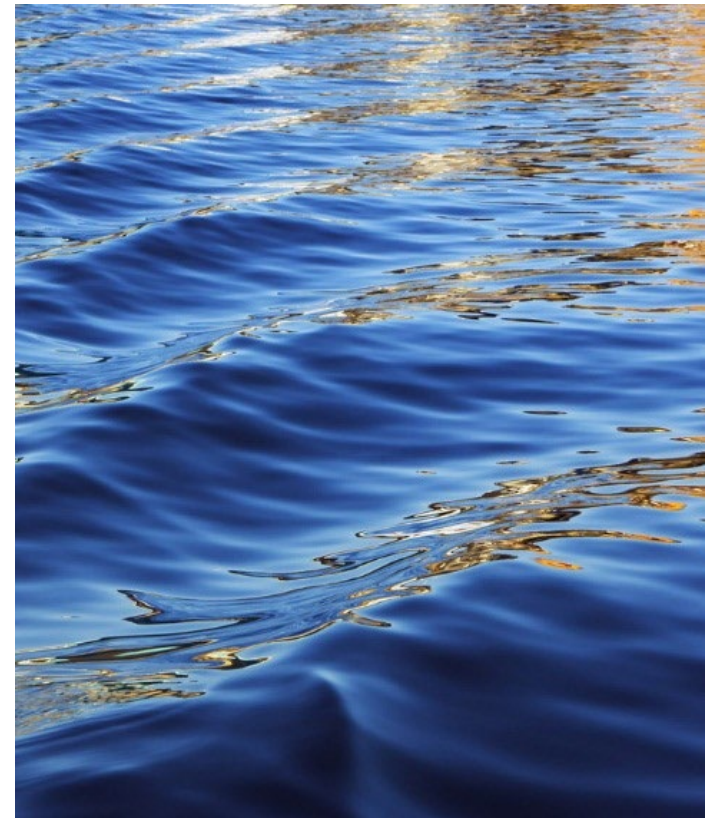
Council for the Corporation of the Township Pelee began the process of developing a strategic term plan at its inaugural meeting November 28, 2022. Council and Senior Staff undertook planning exercises, reviewed findings and were engaged in discussion through 4 sessions that took place during Committee of the Whole lead by the Mayor and were open to the public preceding Regular Meetings of Council through December, January and February.

- The 2021 Service Delivery Review conducted by Strategy Corp identified a need for a Corporate Strategic Planning Framework and outlined a multi-phase Strategic Planning Cycle. In accordance with recommendations; strategic planning exercises were carried out by Q1 2023. In Ontario, municipal councils are elected to govern the operation of a municipality in accordance with the Municipal Act (the Act). The Act clearly defines the services that a municipality must provide as well as those that they may provide. Councils are obligated by law to ensure that they comply. Additionally, the Act defines the role of Council as:
 - Section 224. It is the role of council,
 - to represent the public and to consider the well-being and interests of the municipality;
 - to develop and evaluate the policies and programs of the municipality;
 - to determine which services the municipality provides;
 - to ensure that the administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
 - to ensure the accountability and transparency of the operations of the municipality including the activities of the senior management of the municipality;
 - to maintain the financial integrity of the municipality; and
 - to carry out the duties of council under this or any other Act.

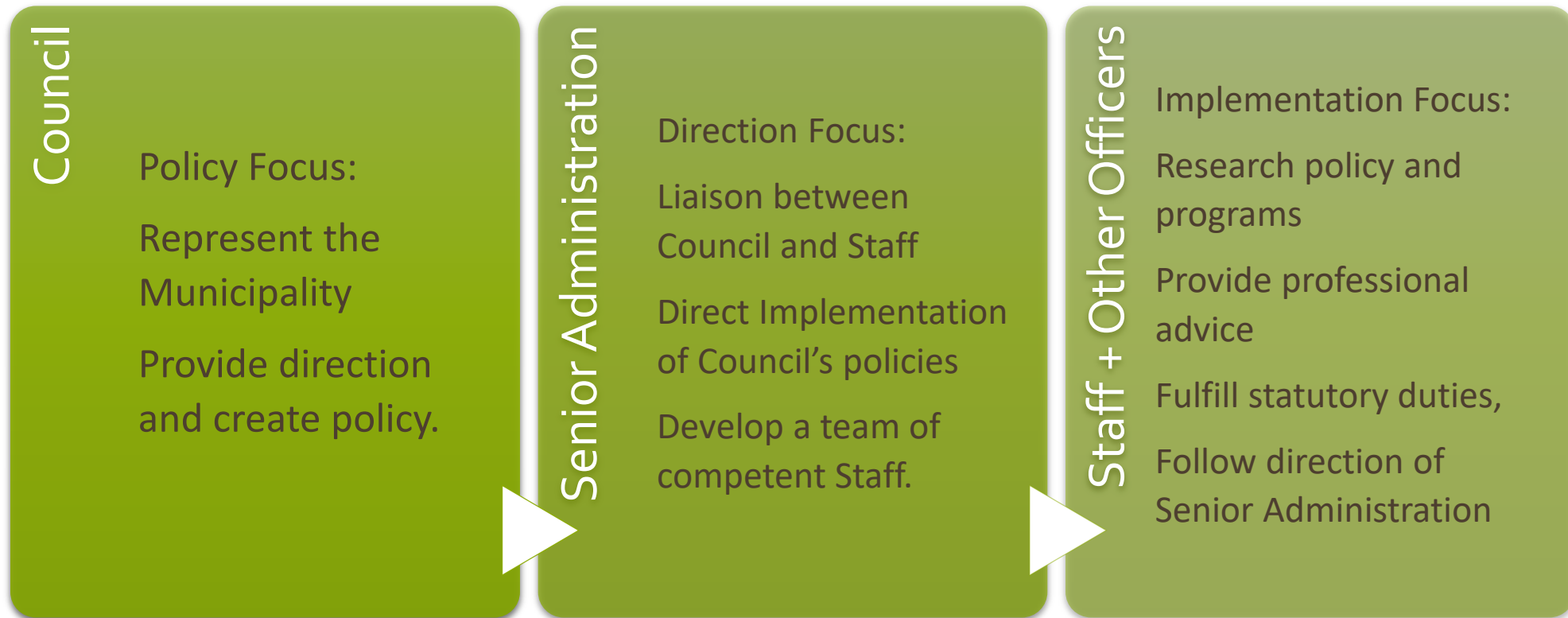


Defining Roles

2022-2026



The Role of Council, Senior Administration and Staff



Who? What? When? Where? How?



The responsibility for the successful operation of the municipality rests with Council.



Level of Service =
the Right Policies + the Right People + the Right Resources



Vision + Mission + Values

2022-2026



Vision Statement : A vision for a future state of being.

Pelee Island is a growing community that allows residents and small business owners the opportunity to pursue a unique quality of life.



Mission: What needs to be accomplished to make vision a reality

Foster economic sustainability by actively increasing the number of residents and small businesses on Pelee Island

Value Statements: Reflect the values we champion that help us to achieve our Mission and make our Vision a reality.

The Township of Pelee prioritizes the safety of the community and all who visit.

The Township of Pelee demonstrates a resourceful approach to doing much with little.

The Township of Pelee values tradition and honours history.

The Township of Pelee is committed to integrity in all areas of service delivery, governance, and administration.

The Township of Pelee supports balanced conservation and protection of biodiversity.

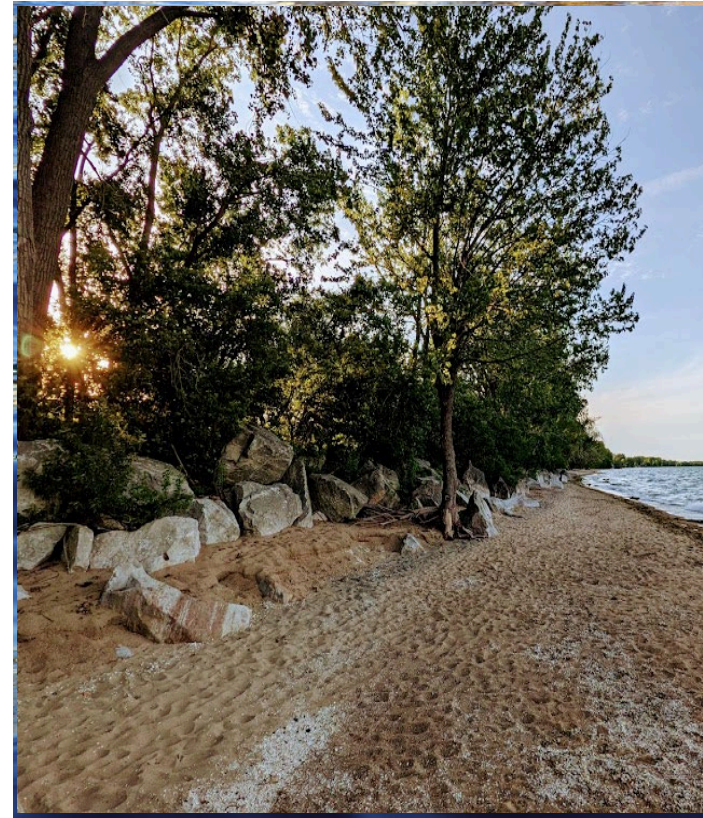
The Township of Pelee is creative in its approach to engaging stakeholders positively.



Strategic Priorities +

Activities

2022-2026



Strategic Priorities:

Strategic Priorities are areas of focus for Council, Administration and Staff to efficiently allocate resources to.

- i. Strong Municipal Governance based on Municipal Suite and Master Suite Plans.
- ii. Enforcement of clearly written strong by-laws
- iii. Investment in appropriate municipal infrastructure to support residential growth with consideration given to environmental, quality of life and financial/budgetary impacts.
- iv. Review current staffing compliment to ensure necessary staff are in place
- v. Focus on increasing revenues to the Township.
- vi. Support small business through the promotion of a visitor - friendly environment.

Strategic Activities

Update	Enforce	Plan	Review	Increase	Support
<ul style="list-style-type: none"> • Official Plan • Departmental Work Plans • Strategic Plan • Transportation Priorities • Update of CIP to support small biz / ecdev • Policy + Procedure Audit • 360 review of By-Laws reviewing a quarter of by-laws annually. 	<ul style="list-style-type: none"> • Contract By-Law Services to: <ul style="list-style-type: none"> • assist in the 360 review of all by-laws. • amendment of current by-laws • creation of new by-laws • enforcement of by-laws. • Review Zoning by-laws and regulations that support affordable housing 	<ul style="list-style-type: none"> • Plan for and Invest in: <ul style="list-style-type: none"> • Creation of a “roads’ plan that meets minimum standards of compliance for bridge inspections and scheduled repairs, • completion of Broadband Project, • prioritize a plan for repair or replacement of all assets in AMP that are beyond usable life (EMS / OPP / Service Provider Accommodations) • Plan for expanded potable water availability: • West Shore Road Revetment funding and repair plan. • Assess options to support affordable housing 	<ul style="list-style-type: none"> • Review of Staffing Compliment to: <ul style="list-style-type: none"> • Have the appropriate number of staff in place to carry out service delivery and priorities as identified by Council. • Consider restructure plan with expanded senior leadership roles per SDR 2021. • Prioritize succession planning + continuing education opportunities. • Pursuit of formalized shared service agreements to scale up or fill gaps 	<ul style="list-style-type: none"> • Increase Revenues to the Township through: <ul style="list-style-type: none"> • Appropriate user fees and permitting • Collection of fines and penalties associated with by-laws • Engaging MPAC for assessment reviews • Strategic application for grants and requests of transfer payments • Private sponsorship / donation where appropriate • Municipal Taxation • Focus on profitability of Municipal Parks and Rec Assets 	<ul style="list-style-type: none"> • Support small business through promotion of a visitor friendly-environment by: <ul style="list-style-type: none"> • Prioritization of visitor safety • Addition of simple visitor amenities • Building relationships with regional tourism organizations • Improving service offerings at Municipal Parks and Rec Assets • Focus on trail development

 THE CORPORATION OF THE
Township Of Pelee
THE CORPORATION OF THE TOWNSHIP OF PELEE
REPORT NO. 2024- 01 MF

Author's Name: Michelle Feltz	Report Date: January 4, 2024
Resolution #:	Date to Council: January 9, 2024

To: Mayor and Members of Council

Subject: Essex Region Conservation Authority Non-Mandatory Service Agreement

1. RECOMMENDATION:

It is recommended that:

1. The report from the Treasurer dated January 4, 2024 regarding the Essex Region Conservation Authority Non-Mandatory Service Agreement **BE RECEIVED**;
2. A by-law authorizing the execution of a “Cost Apportioning Agreement” with the Essex Region Conservation Authority regarding the Township’s funding contribution for various non-mandatory Essex Region Conservation Authority programs and services for the four-year term January 1, 2024 to December 31, 2027 **BE APPROVED**.

2. BACKGROUND:

A report regarding the Essex Region Conservation Authority Non-Mandatory Service Agreement was submitted at the November 28, 2023 Regular Meeting of Council.

The following resolution was passed:

Resolution 2023 – 246

Moved By: Councillor Stephanie Crawford

Seconded By: Councillor Dave DeLellis

3. **The report from the Treasurer dated November 22, 2023 regarding the Essex Region Conservation Authority Non-Mandatory Service Agreement BE RECEIVED;**
4. **A by-law authorizing the execution of a “Cost Apportioning Agreement” with the Essex Region Conservation Authority regarding the Township’s funding contribution for various non-mandatory Essex Region Conservation Authority programs and services for the four-year term January 1, 2024, to December 31, 2027, be prepared and considered for adoption at the Regular Council meeting of December 12, 2023.**

The attached agreement has been revised as outlined in this report. The revisions reflect that the apportionment of levy for the funding envelope will be based on either Modified Current Value Assessment (MCVA) or on an agreed-to basis (paragraph 3(c)).

3. (c) “The Municipality agrees to financially support the programs and services outlined in Schedule A and for such support to be apportioned among the participating municipalities using the Modified Current Value Assessment method, as defined in Ontario Regulation 402/22, when all participating municipalities are in agreement to do so, for a specific program or service. The MCVA for 2024 is presented in Schedule B and is subject to annual revision. When one or more municipalities do not agree to support any specific program or service, the cost apportionment shall be based on an agreed-to amount, established by the participating municipality.”

Paragraph 3(f) has also been revised to reflect that the 5% cap will apply to the programs and services that are subject to the MCVA cost apportioning, as all municipalities have agreed to fund those specific programs, on the MCVA basis. While the agreement was originally based on an average required levy support of approximately \$900,000, the amount subject to the 5% cap has been reduced to \$353,600. This represents the average levy funding of \$900,000 less the average levy support for land acquisition and for watershed/agricultural outreach. Those two programs will be supported on an agreed-to basis for cost apportionment, by the respective municipalities, and a global cap is not applicable.

3. (f) “ERCA’s Board of Directors, through the annual budget process as specified in O. Reg 402/22, shall approve the allocation of resources, to the funding envelope, which may vary annually. The requirement for municipal financial support may fluctuate within the funding envelope but is approximately \$900,000, based on the average cost of program and services delivery as presented in Schedule A. During the term of this agreement, the annual aggregate of municipal levies allocated to the funding envelope, subject to cost apportioning based on MCVA, and supported by all participating municipalities on that basis, may not exceed the initial estimate of \$353,600 plus five percent (5%), for any annual budget, exclusive of changes to the MCVA, and without municipal consultation and council resolution. Cost apportionment, based on agreed-to amounts may be subject to any cap, as determined by the respective participating municipality.”

3. FINANCIAL IMPACT

The cost estimate for all municipalities is presented in the attached Cost Apportioning Agreement, Schedule B and would be subject to annual revision, through ERCA’s budgeting process.

The cost apportionment for the Township of Pelee for all non-mandatory programs is estimated at \$2,288 with \$1,400 of that amount allocated to land acquisition. As per the report presented on November 28th, this amount is already considered in the 2023 budgets as the service has been provided by the conservation authority via levy for decades. The classification of these services as non-mandatory rather than financial impact is the actual change. Entering into this agreement will likely have zero net impact to the Township of Pelee’s operating budget as these service were historically funded by municipal levies and other funding sources.

The Essex Region Conservation Authority's 2024 Draft Budget was received in December for distribution and is attached for your reference.



Michelle Feltz
Treasurer

MF/

Attachments:

1. Cost Apportioning Agreement.
2. Essex Region Conservation Authority 2024 Draft Budget

DEPARTMENTS/OTHERS CONSULTED: Administration

Name:

Title:

Email:

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

Date: January 9, 2024

Resolution	
Moved by:	Seconded by:

“BE IT RESOLVED that the Council of the Township of Pelee

1. Receives the report from the Treasurer dated January 4, 2024 regarding the Essex Region Conservation Authority Non-Mandatory Service Agreement;

2. Approves a by-law authorizing the execution of a “Cost Apportioning Agreement” with the Essex Region Conservation Authority regarding the Township’s funding contribution for various non-mandatory Essex Region Conservation Authority programs and services for the four-year term January 1, 2024 to December 31, 2027.

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

Mary Masse
 Interim Clerk

CORPORATION OF THE TOWNSHIP OF PELEE

BY-LAW NO: 2024-01

**“2024 INTERIM TAX LEVY”
(January 9, 2024)**

A by-law to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest of 1.25 per cent.

WHEREAS Section 317(1) of *The Municipal Act 2001*, as amended provides that the Council of a local municipality may, before the adoption of the estimate for the year under section 290, may pass a by-law to levy amounts on the assessment of property in the local municipality rateable for local municipality purposes, a sum not to exceed that which would be produced by applying the prescribed percentage (or 50% if no percentage is otherwise prescribed) of the total 2023 taxes for municipal and school purposes levied on the property; and

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

1. Interim tax levies are hereby imposed on the whole of the assessment for real property for all property classes according to the assessment roll for taxation in the current year, and shall be in the amount equal to fifty per cent (50%) of the final 2023 taxes on the property.
2. When calculating the total amount of taxes for the year 2023 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2023, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
3. The said interim tax levy shall become due and payable in two instalments as follows: February 28th, 2024 and May 31st, 2024.
4. Penalties and interest shall continue to be calculated at the rate of one and one-quarter percent as provided for in By-law 2023-53.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9th DAY OF JANUARY, 2024.

MAYOR, CATHERINE MILLER

INTERIM CLERK, MARY MASSE

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

Date: January 9, 2024

Resolution 2024 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2024 – 01; Being a By-Law to provide for an interim tax levy, the payment of taxes, and for penalty and interest of 1.25 percent.”

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 2024 –

Mary Masse
 Interim Clerk

THE CORPORATION OF THE TOWNSHIP OF PELEE

BY-LAW NO: 2024 – 02

“2024 CURRENT EXPENDITURE BORROWING BY-LAW”

(January 9, 2024)

A by-law to authorize the borrowing of money to meet current expenditures of the Corporation of the Township of Pelee

WHEREAS in accordance with subsection 401(1) of the Ontario Municipal Act, S.O. 2001, c.25 the Municipality may consider it necessary to borrow in the amount of \$1,100,000 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year;

AND WHEREAS pursuant to subsection 407(2) of the Act, the total borrowed pursuant to this by-law together with the total of any similar borrowings is not to exceed the limits set forth in the subsection or other relevant sections of the Act and is so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board;

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF PELEE ENACTS AS FOLLOWS:

THAT the Clerk or Treasurer is authorized on behalf of the Municipality to borrow from time to time from the Libro Credit Union (CU) a sum or sums not exceeding in the aggregate \$1,100,000 to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with the CU, in addition to any reasonable charges of the CU associated with this borrowing;

AND THAT all sums borrowed pursuant to this by-law as well as all other sums borrowed pursuant to the Act in this year and in previous years from the CU for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years or from any other source which may lawfully be applied for this purpose;

AND THAT the Clerk or Treasurer is authorized to furnish to the CU a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid;

AND THAT by-law 2023-01 passed on the 10th day of January 2023 is hereby rescinded.

AND THAT this by-law shall come into force and take effect on the 1st day of January, 2024 and its short title shall be “2024 Current Expenditure Borrowing By-Law.”

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9th DAY OF JANUARY, 2024.

MAYOR, CATHERINE MILLER

INTERIM CLERK, MARY MASSE

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

Date: January 9, 2024

Resolution 2024 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2024 – 02; Being a By-Law to authorize the borrowing of money to meet current expenditures of the Corporation of the Township of Pelee.”

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 2024 –</p> <p>Mary Masse Interim Clerk</p>
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**CORPORATION OF THE
TOWNSHIP OF PELEE**

BY-LAW: 2024-03

**Being a By-law to authorize execution of an agreement with
the Essex Region Conservation Authority**

WHEREAS, in accordance with the Municipal Act 2001, c.25, as amended municipalities are given powers and duties in accordance with this Act and many other Acts for the purposes which include providing the services and other things that a municipality considers are necessary and or desirable for the municipality;

AND WHEREAS, in accordance with said Act, the powers of a Municipal Corporation shall be executed by its Council;

AND WHEREAS, municipal powers, including a municipality's capacity, rights, powers and privileges, shall be executed by by-law unless the municipality is specifically authorized to do otherwise

AND WHEREAS, it is deemed expedient to enter into an agreement with the Essex Region Conservation Authority.

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATON OF
THE TOWNSHIP OF PELEE ENACTS AS FOLLOWS:**

1. That authority is hereby granted to the Mayor and Interim Clerk to enter into an agreement with the Essex Region Conservation Authority.
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 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 on the date of passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9th DAY OF
JANUARY, 2024.**

MAYOR, CATHERINE MILLER

INTERIM CLERK, MARY MASSE

Cost Apportioning Agreement (“Agreement”)

THIS COST APPORTIONING AGREEMENT made the 9TH day of January, 2024.

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP
OF PELEE**

(hereinafter, “Municipality”)

- and -

ESSEX REGION CONSERVATION AUTHORITY

(hereinafter, “ERCA”)

WHEREAS the ERCA is a conservation authority established under the Conservation Authorities Act (“Act”) and is governed by members appointed by its participating municipalities in accordance with the [Act](#);

AND WHEREAS a Participating Municipality, as defined under the Act, is located wholly or in part within the area under the jurisdiction of ERCA;

AND WHEREAS Section 21.1.2 of the Act permits ERCA to provide other non-mandatory programs and services, as it deems advisable, to further the purposes of the Act;

AND WHEREAS pursuant to Subsection 21.1.2 (2), if financing under [Section 25](#) (capital costs) or [27](#) (operating costs) by a participating municipality is necessary in order to provide a non-mandatory program or service, the program or service shall not be provided by ERCA unless a cost apportioning agreement has been entered into between ERCA and the participating municipality in respect of the program or service;

AND WHEREAS [O. Reg 687/21](#) Section 8 prescribes the minimum provisions to be included in municipal cost apportioning agreements;

NOW THEREFORE in consideration of the terms of this agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Term of Agreement

1. Initial Term of the Agreement is January 1, 2024, through December 31, 2027.
2. Thereafter, the Agreement shall continue for additional four-year periods (each “Renewal Term”) unless either party provides written notice of their intention to terminate this Agreement in accordance with paragraph 7.

Agreement Principles

3. The following principles shall guide the implementation of the Agreement between ERCA and the Municipality:
 - a. The Agreement will provide the overarching terms and conditions for the delivery of non-mandatory programs and services by ERCA that ERCA deems advisable to further the purpose of the Act.
 - b. ERCA wishes to continue to provide beneficial non-mandatory programs and services which support environmental sustainability and cultural heritage in the watershed, as outlined in Schedule A, and collectively described as the ‘funding envelope’.
 - c. The Municipality agrees to financially support the programs and services outlined in Schedule A and for such support to be apportioned among the participating municipalities using the Modified Current Value Assessment method, as defined in Ontario Regulation 402/22, when all participating municipalities are in agreement to do so, for a specific program or service. The MCVA for 2024 is presented in Schedule B and is subject to annual revision. When one or more municipalities do not agree to support any specific program or service, the cost apportionment shall be based on an agreed-to amount, established by the participating municipality.
 - d. ERCA will not add to or delete from the funding envelope, without identifying such changes in the draft budget, circulated for municipal consultation as required by [O Reg 402/22](#). Any approved changes to the funding envelope shall be reflected in an updated Schedule A and Schedule B to be circulated and posted publicly.
 - e. Estimates of required total municipal support as presented in Schedule B, are provided as guidance only, to facilitate municipal budgeting, and are subject to ERCA’s annual budgeting process.
 - f. ERCA’s Board of Directors, through the annual budget process as specified in O. Reg 402/22, shall approve the allocation of resources, to the funding envelope, which may vary annually. The requirement for municipal financial support may fluctuate within the

- funding envelope but is approximately \$900,000, based on the average cost of program and services delivery as presented in Schedule A. During the term of this agreement, the annual aggregate of municipal levies allocated to the funding envelope, subject to cost apportioning based on MCVA, and supported by all participating municipalities on that basis, may not exceed the initial estimate of \$353,600 plus five percent (5%), for any annual budget, exclusive of changes to the MCVA, and without municipal consultation and council resolution. Cost apportionment, based on agreed-to amounts may be subject to any cap, as determined by the respective participating municipality.
- g. ERCA may charge a user fee for the delivery of any of the programs and services outlined in Schedule A, where appropriate, to reduce the cost apportioned to the Municipality. User fees are reviewed and revised annually in accordance with the Authority's Fee Policy, which includes a provision for municipal consultation.
 - h. Municipal cost apportioning revenues associated with this Agreement will be considered 'last dollar' funding and any unspent program funds or surpluses will enure to this Agreement and successor Agreements. ERCA will maintain appropriate deferred revenue accounts to hold unspent funds, at its discretion, and will not reallocate funds to Category 1 or 2 programs, without municipal approvals.
 - i. The Municipality agrees to contribute to the Authority's Land Acquisition Fund, on an MCVA basis, adjusted for non-participating municipalities. The historical global annual contribution of \$500,000 shall be the fixed global annual target and used as the basis for the MCVA calculation. The annual expected contribution, as included in Schedule B, for the Township of Pelee, is \$1,400 and will not be subject to inflationary adjustments, but limited to the annual MCVA change.

Review of Agreement

- 4. This Agreement shall be reviewed by the parties:
 - a. Prior to the expiry of the Initial Term and each Renewal Term. It shall be the ERCA's responsibility to initiate the review with the Municipality no less than one hundred and eighty (180) days prior to the expiry of the Initial Term or the Renewal Term, as the case may be.

Dispute Resolution

- 5. The Municipality and the ERCA will strive to facilitate open and timely communication at all levels.
- 6. Where a dispute arises between two or more parties, the parties agree that dispute resolution practices will be implemented using the following principles:
 - a. Agree to a fair process for mediating issues;
 - b. Utilize and equally share the costs of a neutral facilitator as agreed upon by the parties, if required;
 - c. Identify common agreement / ground, in the best interest of the parties;
 - d. Identify all options to resolve;
 - e. Select best option.

Early Termination

- 7. This Agreement may be terminated early by either party and:
 - a. Effective termination date shall be no earlier than December 31st of the termination year to provide continuity and stability of operations for a full fiscal year and/or to provide sufficient time to discontinue and/or revise programs or services;
 - b. A party wishing to provide notice of early termination shall provide written notice no later than July 1st of the termination year.

Accountability and Transparency

- 8. This Cost Apportioning Agreement shall be made available on ERCA's website.

Execution

- 9. The Agreement may be executed in counterparts in writing or by electronic signature and delivered by mail, facsimile, or other electronic means, including in Portable Document Format (PDF); no one copy needs to be executed by all parties. When each party has executed a counterpart, each of such counterparts shall be deemed to be an original and all such counterparts, when taken together, shall constitute one and the same agreement.

Other Agreements

- 10. The Agreement does not preclude parties from identifying opportunities for further collaboration to benefit both parties, and ensure efficiency, transparency, and accountability in the use of resources, including in-kind services and assistance, coordination of complementary policy and program initiatives, and projects involving third parties. If additional programs and services are requested from ERCA to be delivered on behalf of the Municipality, a separate Category 2 Agreement will be established with the Municipality.

Watershed-based Resource Management Strategy

- 11. The Municipality acknowledges and agrees that certain programs and services identified in Schedule A shall also be included in a Watershed-based Resource Management Strategy

that ERCA is required to develop and implement, in accordance with the Act.

IN WITNESS WHEREOF the Municipality and the ERCA have signed this Cost Apportioning Agreement.

MUNICIPALITY

Name
Position

Name
Position
I / We have authority to bind the Municipality.

ESSEX REGION CONSERVATION AUTHORITY



Tim Byrne
CAO/Secretary-Treasurer
I have authority to bind the ERCA.

Schedule A – Category 3 Funding Envelope of Programs and Services Requiring Municipal Financial Support Through Cost Apportioning Agreements

The funding envelope of Category 3 programs and services includes:

Non-Mandatory Program/Service subject to cost apportioning based on MCVA basis	Program Cost Estimates (2021-2023 average)	Sources of Funding	Budgeted 2023 Municipal Funding Requirement	Budgeted 2024 Municipal Funding Requirement	User Fees
Tree planting – private lands	\$644,471	Grants, fees, levy	\$75,000	\$75,000	Yes
Holiday Beach site management & operations	\$336,925	Fees, levy	\$-	\$-	Yes
Holiday Beach infrastructure maintenance/repairs	\$1.8 million has been spent on replacing park infrastructure since 2015 using the infrastructure reserve	Levy	\$-	\$-	Limited to above
Water quality research & monitoring	\$24,394	Levy	\$-	\$25,000	No
John R Park Museum/Visitor's Centre operations & programming	\$284,682	Levy, fees, grants	\$135,962	\$145,112	Yes
JRPH museum maintenance & preservation reserve	\$110,190	ERCF(Foundation)/Levy	\$515,000	\$15,000	Limited to above
Curriculum-based outdoor education	\$62,511	Grants, fees	\$-	\$-	Yes
Outreach & community engagement	\$64,522	Levy, grants	\$34,150	\$57,150	No
			\$760,112	\$317,262	
Non-Mandatory Program/Service subject to cost apportioning based on agreement by participating municipalities					
Land acquisition & protection	\$1,819,274	Levy, Gov't grants**	\$40,000	\$0-256,350	No
Watershed stewardship & Agricultural outreach – private lands	\$45,049	Levy, fees, grants	\$73,000	\$-	Yes
			\$873,112	Maximum \$573,612	

The majority of the non-mandatory service areas are core components of integrated watershed management that have been provided for decades. They are funded by a variety of sources as noted above and the program description for each service area is provided below:

Land Acquisition & Securement

Each year ERCA works towards the strategic purchase of lands that have the highest biological value, as indicated by the Land Securement Strategy, and that will have the greatest impact on improving the biological health of the region. While potential acquisitions are evaluated on a case-by-case basis, securement can address flood/erosion issues and potentially ensure the long-term protection of natural heritage links between existing fragmented forests and wetlands.

The land acquisition fund was initiated in 2003 through the Clean Water~Green Spaces Levy and the land acquisition component has comprised the majority of the historical CW~GS levy funding. Once purchased, restoration and management of these lands would be categorized as a mandatory activity.

In 2012, ERCA approved its Land Securement Strategy to provide a guideline for future ERCA land securement efforts. This Strategy aims to provide for the permanent protection of existing natural features through land securement procedures. It is important to note that the Land Securement Strategy focuses on natural heritage features and not on recreational opportunities.

The Land Securement Priority Areas (LSPA) are identified by examining a number of environmental features, through ERCA's Geographic Information System (GIS) analysis. This is addressed in consideration of the following information:

- Priority Existing Natural Areas – including Areas of Scientific or Natural Interest (ANSI), Environmentally Significant Areas (ESA), existing natural areas (both wetland and terrestrial), floodplain, interior woodland, significant woodland, Nature Conservancy of Canada (NCC) Natural Areas.
- Priority Restoration Opportunities – including NCC Natural Areas Conservation Plan priority lands, public lands, physiography, and restoration opportunities (e.g., woodlot, prairie, wetland, riparian/wetland buffers, etc.).
- Connections to Public Lands – areas that are adjacent to, or part of a larger feature (i.e., existing natural area, riparian or wetland buffer restoration) are identified as higher priorities. Similarly, potential to create interior forest by 'rounding edges' and filling in gaps between parcels are also identified.

The recent historical annual levy allocation for land acquisition and protection has been ~\$500,000 and comprises approximately 55% of the levies which are currently associated with non-mandatory programs and services. Government and other grants have been received periodically which have enabled the Authority to acquire significant and important parcels of property, which will remain in the public trust in perpetuity. Funds accumulate in a deferred revenue account until an acquisition is approved by the Board of Directors.

The fund currently exceeds \$1.9 million and is expected to be maintained at that level throughout 2023. Due to the extensive remediation and repairs that are required at the John R Park Homestead museum, the Board of Directors re-directed \$500,000 from land acquisition funding to the JRPH maintenance/preservation reserve fund in 2023.

While currently there is no active acquisition that has been brought forward to the Board of Directors, there are many at-risk properties in the region and landowners often indicate an interest in selling a property with no advance indication. The Authority is periodically contacted by landowners with donations of real property that require consideration for the potential to significantly benefit watershed sustainability in our region that would also have financial impacts. In addition, Holiday Beach Conservation Area ownership remains with Infrastructure Ontario and would be an attractive and beneficial property, vis-a-vis Authority ownership.

Land acquisition is supported by the Board of Directors and included as a recommended total contribution of \$500,000, based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis.

Tree-Planting (Private Lands/Non-ERCA owned properties)

To achieve a sustainable future, mitigate climate impacts, expand existing remnant tree canopy cover, improve water quality, and keep endangered species from extinction in Canada, collaborative relationships must continue with private landowners to grow the amount of habitat restored in the region. The regional tree canopy cover in 1992 was at 3.71%, the lowest percentage of any county in Ontario. A study conducted by the United Nations established a minimum sustainability target of 12%. Despite recent efforts by ERCA, municipal partners and private landowners, currently the Windsor-Essex Region is estimated to be at approximately 8% forest cover. ERCA has restored over 330 acres of land on private property since 2016. These privately owned restoration sites are an invaluable contribution from our community as they further the rehabilitation of our region. Many member municipal councils have identified tree canopy restoration as a priority for a healthy, sustainable region.

Tree planting and restoration is not only supported by the Board of Directors but widely supported by the region's residents and accordingly, included in the cost apportioning agreement. It is included as a range between \$70,000 and ~\$75,000 in the Category 3 funding envelope.

Any required non-mandatory levy support as determined through the annual budget process will be based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis although program viability may be significantly affected.

Holiday Beach Management/Operations

Holiday Beach Conservation Area is operated by the Authority under a thirty-year management agreement with the Province of Ontario, that expires in 2031, and can be cancelled with 120 days of notice. The Province of Ontario is the owner of the property and the Management Agreement currently in place has been authorized by the Ministry of Northern Development, Mines, Natural Resources and Forestry (previously MNR). Currently, Infrastructure Ontario holds

title on behalf of the Province of Ontario. The Authority has no legal interest in the lands, buildings, or infrastructure on this site, which precludes the ability to levy for this property, as part of Category 1, (mandatory) conservation of lands.

The majority of expenses associated with this site are funded through user fees related to camping, hunting and cottage rentals, however, a minimal amount of levy (\$6,000) was allocated to support the day use in 2022, but not utilized. At the present time, it appears that the site may experience an unbudgeted operating deficit in 2023, primarily due to the ice storm in March 2023. In terms of managing a property for another agency, there should be a reasonable expectation of surplus or minimally, break-even results, however, this expectation may not be realistic, given the issues and risks associated with seasonal camping and the costs to reasonably mitigate risks.

Historically, site operations (without consideration of capital investment), were not profitable, but break-even results were experienced in 2021 and 2022. Administration continues to effect operational changes and evaluation. The site is widely used by the region's residents and will be included in the cost apportioning agreement, however, may not require municipal contributions on a consistent basis during the term of the agreement.

Holiday Beach Infrastructure/Asset Maintenance & Replacement

\$1.8 million has been spent on replacing park infrastructure since 2015, and funded by the infrastructure reserve, which is supported through levy. While there have been significant repairs and replacements of assets, going back to 2006, failing infrastructure at this site is potentially the single largest source of financial risk to the Authority, due to linear infrastructure including roads, electrical supply, and sewers.

Administration is exploring the feasibility of ownership, which would need to include a consultant's assessment of assets and a comprehensive asset management plan to account for the infrastructure and guide future replacement and investment. Until ownership is addressed, the cost-apportioning agreement would not include a provision for capital asset replacement, however a reasonable provision of \$10,000 for certain emergency repairs related to electrical, sewer and road surfaces, should be contemplated and has been included in the funding envelope.

The operation of Holiday Beach is supported by the Board of Directors and will be included in the cost apportioning agreement and is included as a range between \$NIL and ~\$10,000 in the Category 3 funding envelope.

Watershed Stewardship and Agricultural Outreach (private lands)

Within the Essex region, water health is inextricably linked to farming practices. Because of this, ERCA continues to support the Essex Soil and Crop Improvement Association to facilitate knowledge transfer opportunities. In collaboration with the Ontario Ministry of Agriculture and Rural Affairs and Environment Canada, ERCA provides financial inducements to producers. These incentives to undertake Best Management Practices on local farms can reduce fertilizer applications, mitigate erosion, improve soils, and decrease nutrient and soil runoff that leads to toxic algae blooms in Lake Erie. The extent of lands currently in agricultural production in the Essex Region is approximately 74.1% of the overall watershed. This percentage of land obviously can have a significant impact on the capability of the watershed to respond to flood threats and the impact on erosion associated with problems resulting from the movement of sediment.

As authorized by the Board of Directors, the Demonstration Farm will wind down operations at the end of 2023 in order to more effectively utilize available funding and to provide greater opportunities for staff to engage the agricultural community in these beneficial activities.

Given the prominence of agriculture in the region and tie to water quality, agricultural land stewardship and outreach is supported by the Board of Directors, will be included in the cost apportioning agreement, and is included as a range between ~\$35,000 and ~\$73,000.

Any required non-mandatory levy support as determined through the annual budget process will be based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis although program viability may be significantly affected.

Water Quality Research & Monitoring

Healthy rivers, headwaters, and species in our watershed are key elements of a sustainable and healthy environment that residents rely on for sources of drinking water, the economy and for recreation. The ability to track and report on changes to these indicators of healthy watersheds and share that knowledge assists in the understanding of current watershed health and highlights emerging trends, used as a basis for setting environmental management priorities, research opportunities for other agencies, and overall management and protection of watershed resources. ERCA undertakes its watershed science programs in conjunction with the Provincial Water Quality Monitoring Network (PWQMN), Ontario Benthos Biomonitoring Network, the

Provincial Groundwater Monitoring Network (PGMN) and works collaboratively with provincial and federal ministries, and with universities, including the Great Lakes Institute for Environmental Research at the University of Windsor. As part of this program, the Authority produces a Watershed Report Card every five years.

While no new levy was required to support this program in 2023, this program will be included in the cost apportioning agreement but may not require significant levy on a consistent basis during the term of the agreement due to other available sources of funding and special water quality projects. For that reason, it is included as range between \$NIL and \$23,000 in the funding envelope.

Any required non-mandatory levy support as determined through the annual budget process will be based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis although program viability may be significantly affected.

John R. Park Museum and Fox Creek Conservation Centre operations & related programming

JRPH Museum is Ontario's only living historical farm museum west of London, giving it significant regional importance. The Homestead is unique as it features the original early settler homestead in its original location, as well as a working blacksmith shop, livestock program, heritage orchard and kitchen garden, and pollinator garden to provide an authentic, living history experience. The Homestead has been recognized by Tourism Windsor- Essex-Pelee Island as the Best Museum/ Heritage Space in Windsor-Essex for the past four years and is identified as a destination driver for regional tourism.

Thousands of schoolchildren attend each year for experiential education programs, exploring the human and natural history of the Essex Region, including our connectedness to, and impacts on the local environment. The John R. Park Homestead, in collaboration with the Windsor-Essex Catholic School Board, has also introduced an Indigenous Innovation education program to help decolonize the site and provide a fulsome history of our region.

While there are restrictive operating covenants in place, that were accepted when the property was transferred in 2008, the Ministry of Environment, Conservation & Parks (MECP), has directed that only the activities such as those related to maintaining the land as a conservation area, may be classified as category 1 program or services, and could include, for example, preserving the wetland and providing public nature trails, boardwalks, beach, and picnic areas, to the extent that supervision of staff is not required. Museum/Visitor Centre operations and related programming fall under Category 3, non-mandatory programs and services, as relayed by MECP in their correspondence of June 15, 2022.

The Board of Directors continue to support the operations of the JRPH site in accordance with the restrictive covenants that are in place despite the need for significant levy funding and the programs and services associated with the museum and visitor's centre will be included in the cost apportioning agreement and is expected to consume approximately \$135,000.

Any required non-mandatory levy support as determined through the annual budget process will be based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis although program viability may be significantly affected.

John R. Park Museum & Heritage Buildings Preservation

Recently, the Authority commissioned an asset condition report which revealed the extent of the deterioration of the main house and ancillary buildings, with an estimated remediation cost exceeding \$1million. While it is hopeful that an active fundraising campaign can provide the funds to restore the site to an acceptable level that will prolong the life of the building(s), given the immediate and urgent need for repairs, the Board of Directors approved a re-direction of the customary land acquisition annual levy funding of \$500,000, to the maintenance and preservation reserve fund. Prior to the additional allocation, \$12,000 to \$15,000 was allocated annually for maintenance, specific to the historic buildings, however the new Fox Creek Conservation Centre will also require future repairs & maintenance.

This program of heritage building remediation and maintenance will be included in the cost apportioning agreement and is included as a range between ~\$52,000 and ~\$512,000 in the Category 3 funding envelope.

Curriculum-based Outdoor Education

There is a significant body of research-based evidence surrounding the value of outdoor learning experiences. There is also increasing demand within the education sector for programs and services that focus on environmental issues that are germane today. ERCA's Outdoor Education programs provide experiential and engaging environmental programs and services for kindergarten to grade 12 students and teachers, meeting the objectives of the provincial

curriculum. While this program has historically required an average annual levy of approximately \$30,000 to sustain it, significant fundraising through the Essex Region Conservation Foundation has eliminated the reliance on levy for approximately five years, starting in 2022.

The Outdoor Education program will be included in the cost apportioning agreement, however, may require levy supports during the latter years of the proposed term of the agreement, depending on fundraising success of the Essex Region Conservation Foundation. It is included as a range of \$NIL to ~\$14,000 in the funding envelope.

Any required non-mandatory levy support as determined through the annual budget process will be based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis although program viability may be significantly affected.

Outreach and Community Engagement

Engaging community members in stewardship opportunities is integral to conservation success across the region. Providing hands-on opportunities for people to connect with nature and take action for the environment raises awareness regarding broader local environmental issues, including increasing natural areas coverage, protecting mature forests, mitigating risks of natural hazards, such as flooding, and impacts of climate change on this region.

There continues to be increased demand from community members for volunteer opportunities to take action for the environment, and ERCA is uniquely positioned to coordinate these opportunities across the region. These stewardship events result in cleaner watersheds and increased habitat, implemented with volunteer support, and are most cost-effective when offered collaboratively on a watershed basis.

This community outreach program has historically required annual levy of approximately \$48,000 however, the 2023 levy requirement was reduced by available grants and carry forward of funds.

Community engagement by the Authority is supported by the Board of Directors, will be included in the cost apportioning agreement, and is included as a range between \$34,000 and ~\$48,000 in the Category 3 funding envelope. Any required non-mandatory levy support as determined through the annual budget process will be based on full participation by all municipalities. Should one or more municipalities opt out of this program, it will be removed from the MCVA based funding envelope and be made available to all municipalities on an individual agreed-to basis although program viability may be significantly affected.

Based on the Board-approved suite of non-mandatory programs and services, the range for municipal levy supports is shown in Schedule B, with the 2021-2023 average levy reported plus the draft 2024 apportionment, subject to the Authority's budget process.

Cost Apportioning Agreement - Schedule B

2023

Schedule B – Estimates of Cost Apportionment of Category 3 Programs

The estimated municipal costs associated with the Category 3 funding envelope outlined in Schedule A will be apportioned among the participating municipalities according to the Modified Current Value Assessment (MCVA), as outlined below. A range is included due to the shifting allocation within the funding envelope in recent budget cycles.

Participating Municipality 2024 MCVA NON-MANDATORY PROGRAMS AND SERVICES ALLOCATED ON MCVA BASIS	Amherstburg 6.14%		Essex 4.86%		Kingsville 6.57%		Lakeshore 9.88%		Lasalle 9.04%		Leamington 6.34%		Pelee 0.28%		Tecumseh 8.16%		Windsor 48.73%		Total Avg Levy	Total 2024 Draft Levy
	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024	Avg Levy	2024		
Conservation Services																				
Land Acquisition	\$ 31,483	\$ 0	\$ 24,931	\$ 0	\$ 33,680	\$ 0	\$ 50,636	\$ 0	\$ 46,329	\$ 0	\$ 32,494	\$ 0	\$ 1,412	\$ 0	\$ 41,844	\$ 0	\$ 249,742	\$ 0	\$ 512,550	\$ 0
Tree planting/Wetland construction	4,300	4,605	3,405	3,645	4,600	4,928	6,915	7,410	6,327	6,780	4,438	4,755	193	210	5,715	6,120	34,108	36,548	70,000	75,000
Holiday Beach Infrastructure Maintenance	614	-	486	-	657	-	988	-	904	-	634	-	28	-	816	-	4,873	-	10,000	-
Water Quality																				
Watershed Stewardship and Outreach (Rural & Agricultural)	2,185	-	1,730	-	2,337	-	3,514	-	3,215	-	2,255	-	98	-	2,904	-	17,330	-	35,567	-
Water Quality Program	1,396	1,535	1,106	1,215	1,494	1,643	2,246	2,470	2,054	2,260	1,441	1,585	63	70	1,856	2,040	11,075	12,183	22,730	25,000
Outreach, Engagement & Education																				
Curriculum-based outdoor education	847	-	670	-	906	-	1,362	-	1,246	-	874	-	38	-	1,125	-	6,716	-	13,783	-
Outreach/Community partnerships	2,974	3,509	2,355	2,777	3,181	3,755	4,783	5,646	4,376	5,166	3,069	3,623	133	160	3,953	4,663	23,591	27,849	48,417	57,150
John R Park Homestead Museum																				
JRPH Museum Operations	8,376	8,910	6,633	7,052	8,960	9,534	13,472	14,337	12,326	13,118	8,645	9,200	376	406	11,133	11,841	66,444	70,713	136,364	145,112
JRPH Museum & Heritage Bldgs Preservation	3,215	921	2,546	729	3,439	986	5,170	1,482	4,730	1,356	3,318	951	144	42	4,272	1,224	25,500	7,310	52,333	15,000
Cost Apportionment MCBA Basis	\$ 55,388	\$ 19,480	\$ 43,862	\$ 15,419	\$ 59,254	\$ 20,844	\$ 89,085	\$ 31,345	\$ 81,507	\$ 28,680	\$ 57,168	\$ 20,114	\$ 2,485	\$ 888	\$ 73,617	\$ 25,889	\$ 439,378	\$ 154,602	\$ 901,743	\$ 317,262
ALLOCATION AS AGREED TO BY PARTICIPATING MUNICIPALITIES		2024		2024		2024		2024		2024		2024		2024		2024		2024		Total 2024 Levy
Conservation Services																				
Land Acquisition		\$ 30,700		\$ 24,300		\$ 32,850		\$ 49,400		\$ 45,200		\$ 31,700		\$ 1,400		\$ 40,800		\$ 0	\$ 0	256,350
Water Quality																				
Watershed Stewardship and Outreach (Rural & Agricultural)		NA		NA		NA		NA		NA		NA		NA		NA		NA	\$ 0	\$ 0
Cost Apportionment as agreed to by participating municipalities	\$ 0	\$ 30,700	\$ 0	\$ 24,300	\$ 0	\$ 32,850	\$ 0	\$ 49,400	\$ 0	\$ 45,200	\$ 0	\$ 31,700	\$ 0	\$ 1,400	\$ 0	\$ 40,800	\$ 0	\$ 0	\$ 0	\$ 256,350
Total Cost Apportionment for Category 3 Non Mandatory Programs & Services	\$ 55,388	\$ 50,180	\$ 43,862	\$ 39,719	\$ 59,254	\$ 53,694	\$ 89,085	\$ 80,745	\$ 81,507	\$ 73,880	\$ 57,168	\$ 51,814	\$ 2,485	\$ 2,288	\$ 73,617	\$ 66,689	\$ 439,378	\$ 154,602	\$ 901,743	\$ 573,612
Total Cost Apportionment (without land acquisition allocation)	\$ 55,388	\$ 19,480	\$ 43,862	\$ 15,419	\$ 59,254	\$ 20,844	\$ 89,085	\$ 31,345	\$ 81,507	\$ 28,680	\$ 57,168	\$ 20,114	\$ 2,485	\$ 888	\$ 73,617	\$ 25,889	\$ 439,378	\$ 154,602	\$ 901,743	\$ 317,262

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

Date: January 9, 2024

Resolution	
Moved by:	Seconded by:

“BE IT RESOLVED that the Council of the Township of Pelee adopts By-Law 2024-03; Being a By-Law to enter into a Cost Apportioning Agreement with the Essex Region Conservation Authority.

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

Mary Masse
 Interim Clerk

**THE CORPORATION OF THE TOWNSHIP OF
PELEE**

BY-LAW: 2024 – 04

"CONFIRMATION OF PROCEEDINGS"

(January 9, 2024)

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 9th day of January, 2024 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" (January 9, 2024).
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 9th
DAY OF JANUARY, 2024.**

MAYOR, CATHERINE MILLER

INTERIM CLERK, MARY MASSE

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

Date: January 9, 2024

Resolution 2024 –	
Moved by:	Seconded by:

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby adopt By-Law 2024 –04 ; Being a By-Law to confirm proceedings of the January 9TH meeting of Council ”

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED		YES	NO
<input type="checkbox"/>	DEFEATED			
<input type="checkbox"/>	DEFERRED			
<input type="checkbox"/>	REFERRED			
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED			
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)			
<input type="checkbox"/>	WITHDRAWN			
MAYOR – CATHERINE MILLER		INTERIM CLERK – MARY MASSE		

<p>The above is a certified to be true copy of resolution number 2024 – Mary Masse Township Interim Clerk</p>

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

Date: January 9 2024

Resolution 2024 –	
Moved by:	Seconded by:

- i. “Be it Resolved that the Council of the Township of Pelee, pursuant to Section 239(2) of the *Municipal Act, 2001*, at ____ p.m. enter into Closed Session to address the following items: 239(2) (h) to receive information provided explicitly in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them

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 2024 –

Mary Masse
 Interim Clerk