

**AGENDA**

**Tuesday April 23, 2023, 6:00 pm**

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

**1. Call to Order**

**2. Amendments to the Agenda**

**3. Disclosure of Pecuniary Interest**

**4. Confirmation of Previous Minutes**

A. Regular Meeting of Council Minutes – March 26, 2024

**5. Presentations**

A. Jenna Quinn, Ontario Nature & Ryan Wolfe, Natural Resource Solutions Inc.  
i. SAR Snake Conservation and Research on Pelee Island – Presentation & Report

**6. Delegations**

A. Stephen LeMieux – Trailer Exemption Request

**7. Consent Agenda**

A. Ministry of Natural Resources and Forestry – Proposed regulation regarding Minister’s Permit and Review powers under the Conservation Authorities Act  
B. Ministry of Transportation – Opportunity to engage on updates to the Southwestern Ontario Transportation Planning Study  
C. Tourism Windsor Essex Pelee Island – Regional Tourism Committee Minutes  
D. Point Pelee National Park – Notice of Middle Island Conservation Management Activities  
E. Destination Development Committee Minutes – February 22, 2024  
F. Disbursements – March 20 to April 17, 2024  
G. Ministry of Transportation – Response to Council Resolution 2024 – 12  
H. Construction of Broadband Network Begins on Pelee Island – Press Release  
I. OSTC/MTO Meeting Minutes – April 17, 2024

**8. Reports**

**A. Drainage Superintendent – Eric Chamberlain**

i. Report 2024 – 12 EC: Private Tile Drain – Road Crossing Policy

**B. Township Administrator & Clerk – Kristine Horst**

i. Report 2024 – 13 KH: Small Craft Harbours’ Facility Divestiture

- ii. Report 2024 – 14 KH: Building Permit – Quarterly Report
- iii. Report 2024 – 15 KH: Committees of Council – Vacant Seats

## **9. Correspondence**

- A. Town of Goderich – Legislative Amendments to Improve Municipal Code of Conduct

## **10. Notices of Motion**

- A. Mayor Cathy Miller may move, or cause to have moved:**

That the start time for the Regular Meeting of Council scheduled for Tuesday May 14<sup>th</sup>, 2024, at the Royal Canadian Legion, Branch 403, be amended to 4:00pm.

## **11. Recognitions and Announcements**

## **12. By-Laws**

- A. **By-Law 2024 – 15;** Being a By-Law to enter into an Agreement with WSP Canada Inc. for 2024 groundwater and storm water monitoring & annual reporting services for the closed Pelee Island Landfill.
- B. **By-law 2024 – 16;** Being a By-Law to confirm the proceedings of Council for April 23<sup>rd</sup>, 2024.

## **13. Closed Session**

Council will move into closed session in accordance with the Municipal Act, 2001 section 239 (2) e) and c) to review a matter that is subject to litigation, including matters before administrative tribunals, affecting the municipality or local board and to discuss the acquisition or disposition of land.

## **14. Adjournment**



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

Regular Meeting of Council  
Tuesday April 23, 2024  
Item No. 4. A.

TUESDAY, March 26, 2024  
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  
Administrative Assistant Cassie Hamill

Others Present: Members of the Public

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**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 March 12, 2024**

**Resolution 2024-38**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Michelle Taylor

**That the March 12, 2024 Regular Meeting of Council Minutes BE ADOPTED.**

**CARRIED**

**5. DELEGATIONS**

There were no registered delegations for this meeting.

## 6. MATTERS SUBJECT TO NOTICE

None

## 7. CLOSED SESSION

## 8. CONSENT AGENDA

- A. Town of Aurora resolution re: Amenity sharing with school boards
- B. Town of Cobourg resolution re: Proposed amendments to the Ontario Heritage Act
- C. Township of Amaranth resolution re: Operation Budget Funding
- D. Township of Amaranth resolution re: Minister of Transportation
- E. Township of Georgian Bluffs resolution re: Rising Municipal Insurance Costs
- F. Township of Puslinch resolution re: Enbridge Gas follow up
- G. Township of South Glengarry re: Social and Economic Prosperity Review
- H. Disbursements
- I. MTO/OSTC minutes, March 20, 2024

The Mayor indicated that further to item I) of the agenda; a response to the resolution of Council forwarded to MTO regarding concerns with the Monday morning sailing schedule for September 2024 has been received and will be included on the April 9th agenda.

Councillor DeLellis suggested supporting Item E) and questioned what the insurance increase impacts have been for Pelee. The Treasurer responded that the insurance premiums have increased a total of 68% between 2020-2023.

### **Resolution 2024 –39**

**Moved By: Councillor Dave DeLellis**

**Seconded By: Councillor Stephanie Crawford**

**That Council hereby receive Consent Agenda items 8 a) through 8 i) and that Administration be directed to forward a letter of support to the Township of Asphodel-Norwood as circulated by the Township of Georgian Bluffs regarding rising municipal insurance costs.**

**CARRIED**

## 9. REPORTS

### A. Interim Clerk – Mary Masse

- i. Report 2024-09 MM – Police Service Board, Council member appointment.

The Interim Clerk presented the report to Council.

**Resolution 2024-40**

**Moved by: Councillor Michelle Taylor**

**Seconded by: Councillor Dave DeLellis**

- 1. That Council appoint Stephanie Crawford to be the Township of Pelee Council representative on the new Regional Essex County Police Services Board (South), that includes the Municipality of Leamington, Town of Kingsville, Pelee Township and the Caldwell First Nation, once the Community Safety and Policing Act, 2019 (CSPA) comes into force on April 1, 2024.**
  
- 2. That the selection for the at-large community representative follow option 1 as listed in the report for the remainder of this term of Council, and then option 2 as listed in the report presented to take effect with the new term of Council in 2026.**

**CARRIED**

- ii. Report 2024-10 MM – Request for Fireworks Permit – July 20, 2024

**Resolution 2024-41**

**Moved by: Deputy Mayor Dayne Malloch**

**Seconded by: Councillor Michelle Taylor**

- 1. That Council receives the request submitted by Rohan Sajnani and Greg van den Berg regarding fireworks display on July 20, 2024 and;**
  
- 2. That Council denies the request for a permit based on the safety concerns identified by the Fire Chief; and request administration to undertake a review of Fireworks By-law 1686 and report back to Council.**

**CARRIED**

**B. Treasurer – Michelle Feltz**

- i) Report 2024-11-MF- Financial Summary

**Resolution 2024-42**

**Moved by Councillor Dave DeLellis  
Seconded by Councillor Stephanie Crawford**

**That the Council of the Township of Pelee hereby receive Report No: 2024– 11-  
MF: Financial Summary at February 29, 2024.**

**CARRIED**

## **10. NOTICES OF MOTION**

## **11. RECOGNITIONS AND ANNOUNCEMENTS**

## **12. BY-LAWS**

By-law 2024-13 – Being a by-law to amend Golf Car By-law 2021-21 regarding the registration fees.

### **Resolution 2024-43**

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

**That the Council of the Corporation of the Township of Pelee hereby give three readings to By-Law 2024 – 13; being a By-Law to amend the fees in Golf Car By-law 2021-21 on this 26<sup>th</sup> day of March, 2024”**

**CARRIED**

By-law 2024-14; Being a By-Law to confirm the proceedings of Council for March 26, 2024

### **Resolution 2024-44**

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

**That By-law 2024-14 being a By-Law to confirm the proceedings of Council for March 26, 2024 be read a first, second and third time and finally adopted this 26<sup>th</sup> day of March, 2024**

**CARRIED**

## **13. ADJOURNMENT**

The Mayor adjourned the meeting at 6:27 p.m.

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**Catherine Miller,  
Mayor**

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**Mary Masse, Interim  
Clerk**



## **SAR Snake Conservation and Research on Pelee Island**

Ontario Nature – NRSI

Report to Township of Pelee Council

Submitted for April 23<sup>th</sup>, 2024 Meeting of Council

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Blue Racer (*Coluber constrictor foxii*) is an endangered species in Ontario, with less than 200 individuals remaining. This snake historically occurs in some areas of southwestern Ontario, but the extent of its distribution in Canada has shrunk to small areas of Pelee Island. The small size of the Pelee Island Blue Racer population, and its isolation from other Blue Racer populations, may render it vulnerable to extinction.

Ontario Nature and conservation partners (NRSI, NCC, ERCA, University of Toronto) have been working on Pelee Island since 2018 to implement several key recovery approaches and priority government-supported actions for Blue Racer and other species at risk such as Eastern Foxsnake, Blue Ash, Common Hoptree and Climbing Prairie Rose.

This ongoing work includes:

- 1) development and implementation of standardized survey protocols for SAR snakes, bees, snails, and plants
- 2) construction and monitoring of artificial hibernacula and nesting structures for SAR snakes
- 3) restoration of preferred habitat at Stone Road Alvar via mechanical shrub removal and prescribed burns

### **Summary of Results to Date**

#### 1) SAR Snake Surveys

Monitoring of SAR snakes was initiated with conservation partners in 2018 to determine the effectiveness of prescribed burns, and later mechanical shrub removal, at restoring alvar grassland habitat for SAR snakes. This monitoring is ongoing but was most intensive between 2018 and 2023. Preliminary results have identified that these techniques are both effective at restoring habitat for SAR snakes, but have indicated that low-intensity burns alone may not be as effective at increasing the quality of habitat for snakes since the shrub layer is often not affected.

Mark-recapture surveys of Blue Racer and Eastern Foxsnake have been ongoing across conservation lands and several private properties since 2020 to monitor SAR snake populations on Pelee Island. This work is targeted at determining critical overwintering sites for SAR snakes on conservation lands, as well as producing an estimate of population size for Blue Racer. Results to date indicate that the Blue Racer population currently consists of approximately 150 adult and juveniles across their entire range on Pelee Island.

Road mortality surveys have been conducted annually, in spring and late summer, since 2020 to obtain an understanding of critical areas with high vehicle-snake collisions. These efforts are ongoing and are intended to support insight to reduce wildlife mortalities in the identified critical areas.

#### 2) Artificial Hibernacula and Nesting Structures

Conservation partners constructed and installed eleven artificial hibernacula (3 in 2020, 3 in 2022, and 5 in 2023) on various conservation lands and private properties. Monitoring of environmental conditions within all installed hibernacula is ongoing to ensure suitable conditions are met to accommodate the needs of SAR snakes before hibernacula are opened for use. Once opened, these structures will be monitored to determine their success.

A total of 30 artificial nesting structures (29 remaining) were previously installed, creating nesting habitat for SAR and other egg-laying snake species. Although no direct evidence of snake nesting has yet been recorded (no eggshell fragments observed), four years of monitoring has resulted in observations of live snakes within nesting structures, including hatchlings of both Blue Racer and Eastern Foxsnake. A new



nest design was implemented in the fall of 2023 based on naturally observed snake nests on Pelee Island and will be monitored over a minimum of the next two years to determine success.

### 3) Habitat Restoration:

There is an established history of the application of fire for alvar management on Pelee Island. In August 1993, ERCA and Ontario Nature (ON) conducted their first joint prescribed burn on approximately 57 ha of the Stone Road Alvar. Two subsequent prescribed burns were successfully completed in late April 1997 and September 1999 on 69 ha of the Stone Road Alvar. ERCA completed a fourth prescribed burn on 44 ha of the Stone Road Alvar in October 2005. In 2019, Ontario Nature carried out a low intensity prescribed burn on 11 ha of the Stone Road Alvar.

Associated mechanical shrub removal has also occurred, including most recently in 2023 with over 3 ha of shrub removal occurring on several conservation lands and one private property to maintain alvar grasslands. Vegetation removal focused on eliminating invasive shrubs and reducing coverage of shrubs to <30% while preserving any at-risk woody species.

### **Summary of Upcoming Work (2024-2026)**

With support and funding from the Ontario Ministry of the Environment, Conservation, and Parks (MECP) (SARSP 55-23-ON) from 2023-25, we will continue the work outlined above with ongoing monitoring of Blue Racer populations in spring and fall, monitoring of installed hibernacula and nesting structures, and continued habitat restoration at Stone Road Alvar including an upcoming **prescribed burn planned for late summer 2024**.

Burn and communication plans are currently in development and will be shared once available.

### **Involvement of the Pelee Island Community**

The community plays an important role in protecting and restoring the biodiverse Stone Road Alvar Nature Reserve owned and managed by Ontario Nature. In past years, local students have volunteered to help staff maintain the trails along the reserve while learning about the unique alvar ecosystem and ways to actively conserve it. Multiple outreach events have been hosted annually to inform the general public, including specifically Pelee Island residents about this work. This included research presentations by Ontario Nature and conservation partners at the heritage centre and legion and snake walks at Stone Road Alvar. Over 100 members of the public and local community have joined these events to date.

Having well-defined and maintained trail systems can minimize harm to the sensitive plant and animal species found on Pelee Island. Presence of trails on Ontario Nature's Stone Road Alvar Nature Reserve allows people to enjoy the property without damaging the globally rare alvar ecosystem.

### **Outreach goals:**

- Communicate with Pelee residents about SAR snakes and shared stewardship interests.
- Support the creation and maintenance of a dynamic trail system on Pelee Island to provide enhanced opportunities for public engagement with natural areas.
- Ensure Pelee residents and the general public are aware of the intent to conduct a prescribed burn at Stone Road Alvar in late summer 2024, and communicate the relevant safety information.

**From:** MNRF  
**To:** MNRF  
**Subject:** Proposed regulation regarding Minister's Permit and Review powers under the Conservation Authorities Act  
**Date:** Friday, April 5, 2024 4:05:41 PM  
**Attachments:**

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\* This email is being sent on behalf of Jennifer Keyes, Director, Resources Planning and Development Policy Branch \*

Good afternoon:

I am writing to you today to notify you of a regulation proposal that is available for public comment on the Environment Registry of Ontario at posting [#019-8320](#).

Sections of the *Conservation Authorities Act* coming into effect on April 1, 2024 include provisions enabling the Minister of Natural Resources and Forestry (the Minister) to i) issue an order to prevent a conservation authority from issuing a permit and decide on a permit application in the place of the conservation authority, and ii) to review a conservation authority permit decision at the request of an applicant.

This proposed regulation would set out the limited circumstances under which the Minister may use these powers as circumstances where the proposed development activity or other activity pertains to specified matters of provincial interest. Additionally, it proposes a transparent process for individuals to request the use of these powers and sets out the information that would be submitted to the Minister as part of such a request.

If you have any questions, please reach out to the Ministry of Natural Resources and Forestry at [ca.office@ontario.ca](mailto:ca.office@ontario.ca).

Sincerely,

Jennifer Keyes  
Director, Resources Planning and Development Policy Branch  
Ministry of Natural Resources and Forestry



*Taking pride in strengthening Ontario, its places and its people*

Please Note: As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.

Ministry of Transportation

Integrated Policy and Planning  
Division  
System Planning Branch  
438 University Avenue, 12th Floor  
Toronto ON M7A 1Z8  
Tel.: 437 772-8902

Ministère des Transports

Division des politiques et de la planification intégrées  
Direction de la planification du système  
438 Avenue University, 12e étage  
Toronto ON M7A 1Z8  
Tél. : 437 772-8902



[Greg.Malczewski@ontario.ca](mailto:Greg.Malczewski@ontario.ca)

April 8, 2024

Opportunity to engage on updates to the Southwestern Ontario Transportation Planning Study

Hello,

As a member of the Technical Advisory Committee (TAC) for the Southwestern Ontario Transportation Planning Study, we would like to provide an update on the latest Study milestones, timelines, and opportunities for engagement.

Previously, Phase 3 work was scheduled for Fall 2023, however, timelines for this phase, which includes the development of a long list of potential options and an evaluation process, have been extended to Spring/Summer 2024. As part of our ongoing engagement on the Study, Ontario has launched a survey on the EngageON platform and has posted a Proposal Notice to the Environmental Registry of Ontario (ERO) for comment.

The online survey provides an opportunity to share your feedback on the Study through a series of questions and prompts. Additionally, the posting to the ERO provides a platform for you to comment on the Study in general and any actions that could impact the environment.

A link to the survey can be found here: <https://engage.ontario.ca/en/survey-southwestern-ontario-transportation-planning-study>

The Proposal Notice posted to the ERO is available here: <https://ero.ontario.ca/notice/019-7709>

We encourage you to provide your input on the Southwestern Ontario Transportation Planning Study and to share these engagement opportunities with your communities and professional networks.

Additionally, if you are interested in organizing a meeting with the Study team or have any questions about the Study, please contact the project manager, Alexander Leonard, Team Lead, at 416-258-9771 or by email at [swplan@ontario.ca](mailto:swplan@ontario.ca).

Thank you for your continued involvement on the TAC. We will continue to provide the TAC with Study updates and engagement opportunities and look forward to reviewing all feedback as we advance the Southwestern Ontario Transportation Planning Study. Thank you in advance for your interest and participation.

Sincerely,

A handwritten signature in black ink that reads "Greg Malczewski". The signature is written in a cursive, flowing style.

Greg Malczewski

Director, System Planning Branch

c. A. Leonard, Team Lead, System Planning Office

A. Leung, Manager, System Planning Office

**Regional Tourism Committee  
LaSalle Event Centre Boardroom  
Wednesday March 20<sup>th</sup>, 2024  
9:30 a.m. – 11:00 a.m.**

**Regular Meeting of Council  
Tuesday April 23, 2024  
Item No. 8. C.**

**Minutes**

- Attendees: Tourism Windsor Essex Pelee Island (TWEPI) – Gordon Orr, Jason Toner, Lionel Kernerman; Dawn Hadre (LaSalle); Ryan Donally (Lakeshore); Jen Ibrahim (Amherstburg); Sue Rice (Kingsville); Nelson Silveira (Essex); Michelle Staadegaard & Will Alexander (Windsor); Terry Symons (Leamington)
- Regrets: Lynnette Bain (Tourism Windsor Essex Pelee Island); Brett Palmer (Tecumseh); Mary Masse (Pelee Island)

**Welcome – Gordon**

- 9<sup>th</sup> Annual Best of Windsor Essex Awards – 47 awards, 8,200 votes, 2% increase YOY, broadcast on April 4<sup>th</sup> via TWEPI's YouTube channel. Getting plaques out to the businesses.
- 2024 Solar Eclipse – April 8<sup>th</sup> – gaining a lot of momentum. TWEPI launched a microsite with a lot of content. Information on related events, the path of totality and safety is featured. Providing sunglasses (4,000 units ordered).
- Staycation Expo – April 26<sup>th</sup> & 27<sup>th</sup> – 10<sup>th</sup> annual, partnering with Devonshire Mall, deemed a "Tourism Megaplex". Over 50,000 visitors last year passed through. Still time to sign up. Jason needs to know what space you require (especially if over 10'x10'). Has to be staffed the entire time. Having a hospitality lounge (with EPIC Wineries and Barrels Bottles & Brews on either side; offering tastings). Have passport program once again (checking in at all 9 zones). Solid engagement. Launch of Visitor Guide. Media conference is Thursday at 10am.
- 2024 – On The Road Again – TWEPI will be visiting more businesses this year. Seeing some new and enhanced builds; connecting with partners.
- Save the date: TWEPI AGM – June 13<sup>th</sup> @ 12pm at Caesars Windsor's Augustus 27; the location was selected to highlight the 30<sup>th</sup> anniversary (since 1994) of the property. CEO & President, Kevin Laforet, will be the keynote speaker.

**Marketing & Communications Update – Jason**

- Jason asks the Committee to follow along via the 2024 Destination Development & Marketing Plan to review:
  - Influencer Plan (page 20) with 11 out-of-market content creators (Ontario, Michigan, Ohio). Great following for these influencers. Partnering with VIA Rail and Porter Airlines. Connecting with Municipal partners and Southwest Ontario Tourism Corporation (SWOTC). Target topics include Black, Indigenous, 2SLGBTQ+. Still have local creators.
  - Co-op Photo Project (page 21) – look at partnerships and locations amongst municipalities. Upgrading photo library.

- Marketing Plan (pages 18-19) to: (1) Focus on 2 big U.S. campaigns with Destination Ontario (launches mid-May through July and late August to September). Partners anecdotally mentioned they have seen an increase in visitation. (2) U.S. Broadcast Partnership – TV station from Cleveland (1 hour feature program on Windsor Essex). (3) Within Ontario – partner with SWOTC and Culinary Tourism Alliance (CTA) for campaign “Do Something Delicious”. Target road trip traffic (early June to mid-September). North of Chatham to Greater Toronto Area (GTA). (4) Partnership with Weather Network again this year. Did very well in 2023 (best campaign – highest click-through-rate for any destination).
- Ontario Motor Coach Association (OMCA) – hosting free information session March 26<sup>th</sup>, (November 4<sup>th</sup>-6<sup>th</sup>) welcoming 65+ motor coach tour operators. Trying to re-engage partners with benefits of becoming members. Cost \$1,600 (TWEPI will cover \$600 membership and initiation). Look to new options. Jason will send out quick note about attending.
- 2024/25 Visitor Guide – shared cover in advance with Committee – highlighting 30<sup>th</sup> anniversary of Caesars Windsor. Great engagement for the guide – record number of partners. Deliveries in early May. Will be refreshing municipality pages on TWEPI website. Share link with partners to see if additional information is required.

### **Destination Development Update – Lionel**

- Rainbow Registered – The accreditation program from the CGLCC (Canadian Gay & Lesbian Chamber of Commerce) for industry businesses to become LGBTQ+ friendly has had so far 11 move towards their completion: (1) A Hidden Gem B&B, (2) Pelee Island Bird Observatory, (3) Pelee Island Winery, (4) The Bank Theatre, (5) Dream BNB Hospitality, (6) Vivace Estate Winery, (7) Dancing Swallows Vineyard, (8) Jack Miner Migratory Bird Sanctuary, (9) Green Heart Kitchen, (10) Wenzler’s Landing Bed (11) Pure Pelee. There are also 4 through a partnership with the Town of Essex: (12) Muscedere Vineyards, (13) Cooper’s Hawk Vineyards, (14) BREW/Vin Winery, (15) Walnut Grove B&B, for a total of 15 to date. They are at different stages of completion but plan on being done by this spring. These LGBTQ+ friendly businesses will be promoted through a new Bandwango digital pass, in addition to website enhancements. Enhanced itineraries on website. Engagement will be on the marketing side. Use subtlety in marketing and messaging.
- CROSSROADS Historical Guide Fall Intake – The digital pass sheds light and provides an informative context to the settlements and advances that have played an integral role in shaping who we are. Since the launch last summer, we are looking at doing a fall intake with enhancements to the digital pass that will be focused on “supernatural/scary” sites and related stories within Windsor Essex. We are looking for input on this and will be in touch with each of you. This will kick off with a tie-in to Ontario Culture Days in September. Local marketing campaign this summer for passports; want to see the use of them grow. Generate visitation to the sites.
- Public Art Trail – As discussed in a previous Regional Tourism Committee meeting, we will be generating and launching a digital pass this summer (late June) through the experiential platform, Bandwango, dedicated to outdoor murals and sculptures in Windsor Essex. We thank you for providing the assets within your municipality which fall under this portfolio. Between now and April, we are going through best practices from other destinations for similar trails, and will also be reaching out to our partners that are local arts organizations, such as Arts Council

Windsor & Region, Art Windsor-Essex and Leamington Arts Centre, in establishing criteria for which local assets best qualify. We will prepare a creative brief for our agency of record, Tango. Between mid-April and early June, we will be obtaining content (descriptions on and images of each location) and tie that into trail. We would like to call out to our Coffee Culture partners and bakeries, and districts (featuring specific pieces of art). Provide us with new assets (intake).

- Summer Staff Onboarding – As we are going through the applications of summer students for event activations in Windsor Essex, and will be commencing interviews with a shortlist of candidates the week of April 8<sup>th</sup> with training to follow in May, TWEPI would like to learn more about (a) if each municipal partner/you is hiring summer students and (b) if you could benefit from a training session with TWEPI (maybe even Service Excellence, focusing on customer service, or a similar program from the Ontario Tourism Education Corporation (OTEC)).
  - Ryan (Lakeshore) – 1 student (training session – maybe)
  - Dawn (LaSalle) – not at this time
  - Sue (Kingsville) – 4-5 students for events.
  - Nelson (Essex) – 1 (training potential)
  - Michelle/Will (Windsor) – not at this time. Hire PT staff – training might be of benefit.
  - Terry (Leamington) – no students – special events. Maybe colleague, Sharon?
  - Jen (Amherstburg) – Yes hiring – suggested TWEPI do onboarding with the Town. Fam tour (students) for 4 hours. OTEC training could be an option.

### Roundtable Discussion (All)

- Focus on each Regional Tourism Committee member on:
  - 2024 Town/ Municipal Events/Celebrations Updates
  - Any new Tourism/Hospitality Businesses/Update
  - Other
- **Ryan (Lakeshore):** Belle River will be celebrating their 150<sup>th</sup> birthday in November. New businesses – Bourbon Lakeshore in Belle River (which will assist in further revitalizing the downtown core). Iron Kettle Commissary in Comber.
- **Dawn (LaSalle):** Lego Exhibit – to date, 16,000 visitors (5,500 of those are school groups). 6.2% of visitors were outside of the area (GTA, MI, OH, IL, TN, FL, NS, AB, BC). Numbers are a bit lower than expected. Happy with promotion for event.
- New businesses: Fat Lou Brew and La Creperie.
- Looked at number of people who go through the Vollmer Complex: Over 472,000 visitors (solely users of facilities – programs/fitness memberships) in 2023; when attending in spectators, the Complex received an estimated 1M visitors total.
- Council has approved skate trail (for next winter) and water feature (next spring); next to Event Centre.
- **Sue (Kingsville):** Getting a new super school. New winery King's Gate (McCain Sideroad, Cedar Island) will be opening next year. Out of 215 businesses in downtown, only 3 are vacant.
- Based on the Kingsville Tourism Plan, moved ahead with Talking Tourism in Kingsville with a Working Group.
- New Marketing campaign – Based on 4 Pillars – Taste (food & drink), Indulge (shopping & wellness), Inspire (arts & culture), Explore (nature). Launch at Staycation. Billboard at Detroit-Windsor Tunnel.

- Talking Tourism for all tourism sector businesses – April 29. Understand landscape; tourism pillars; content creation, story mapping. Walking maps of assets. Look at trifecta (between Leamington, Pelee Island, Kingsville).
- **Nelson (Essex):** New downtown in Essex - Finishing touches (crosswalks and banners) and patio program (via grant). Downtown flex street concept brings parking spaces at sidewalk level. New wine bar and bakery (King Street Café & Bakery in Harrow). Vacancy at all time low. Expanding bike lanes along CR50 (Dahinda Dr. to Dunn Rd.). Agritourism promotion with tourism ambassadors to assist with marketing and promotion. Grove expanding again. Carolina Cider – new tasting room. Seen massive growth in cider sector. CR50 construction – directed traffic into Colchester and also routing into Harrow.
- **Michelle (Windsor):** City-led events (June 8<sup>th</sup> Mayor’s Walk) rebranding of event; partnering with Meet-A-Machine Community Literacy Event. Open Streets – brand new route including BIAs that were not part of the original route (September 22). East end including Riverside, Pilette Village, Ford City, Erie St and Ottawa St. Bright Lights returning (November 29 - January 7). Updates to ice rink at Charles Clark Square should be re-opened by December. The Legacy Beacon, a site for Windsor’s historic Streetcar No. 351, will be located near the foot of Caron Avenue, should be opening in the fall of this year. Willistead Manor – restoring front patio – opening in June. New pool at Lanspeary Park will be opening this spring.
- **Will (Windsor):** Festival Plaza will have a more robust schedule this year. Art in the Park returns. Carrousel of Nations returns with expansion. Lanspeary Park expansion with 6-8 events.
- **Terry (Leamington):** Leamington’s 150<sup>th</sup> Anniversary will include concerts at Seacliff Park; Mill Street markets. Other events include: Point Pelee National Park (eclipse event on April 8<sup>th</sup>), Carrousel of Nations, Canada Day Fireworks, Car Show, Arts at the Marina, Hogs for Hospice, Wings Over Water (air show end of September). Waterfront redevelopment (pathways); accessible beachfront. Additional resources at Seacliff Park.
- **Jen (Amherstburg):** 2024 events – same roster as 2023. Lord Amherst is closing and will be replaced by Burger 67. Investment in downtown core continues, specifically with historic buildings. Old Two-Way Automotive building will become a boutique hotel upstairs and tenants on main floor (potentially retail).
- Gordon – Congratulated Jen Ibrahim on her new position with Amherstburg as the Manager of Economic Development & Tourism, while overseeing Corporate Communications.

**Optional Tour** of “Sean Kenney’s Animal Super Powers Exhibit: with LEGO Bricks” follows

**Next Meeting** – date TBD



Point Pelee National Park - Notice of Middle Island Conservation Management Activities

Parks Canada has embarked on a multi-year program to improve the ecological integrity of Middle Island, part of Point Pelee National Park. The program includes improving habitat for species at risk, controlling invasive species, and protecting native vegetation communities by reducing the number of nesting double-crested cormorants on Middle Island.

Since 2008, Point Pelee National Park has improved the health of Middle Island's fragile ecosystem and protected native vegetation communities by reducing the number of nesting double-crested cormorants on the island by 57.9% compared to pre-management numbers (2007). Although real conservation gains are being made, with monitoring showing improvements in forest regeneration and increases in species at risk populations, the current population of nesting double-crested cormorants on Middle Island is still unsustainable and poses a serious threat to the island's fragile Carolinian ecosystem and species at risk. **Management activities to reduce the number of nesting double-crested cormorants on Middle Island are scheduled from approximately April 15 to May 18, 2024.**

If you have any questions or concerns regarding this or any other aspect of the resource conservation program at Point Pelee National Park, please do not hesitate to contact me.

Julie Charlton, P.Eng.

Pronouns : Her, She | Pronom: Elle

A/Superintendent | Directrice par interim

Point Pelee National Park | Parc national de la Pointe-Pelée

Parks Canada | Parcs Canada, Government of Canada | Gouvernement du Canada

**DESTINATION DEVELOPMENT COMMITTEE MEETING**

**MINUTES**

**WEDNESDAY, FEBRUARY 22, 2024  
5:00PM**

**Electronic Meeting via Zoom**

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

Members of Administration: Administrative Assistant Cassie Hamill

Others Present: Members of the Public

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**1. CALL TO ORDER**

Mayor Cathy Miller called the Destination Development Committee Meeting to order at 5:03 p.m. with all but one member present.

**2. AMENDMENTS TO THE AGENDA**

Addition 5.F Brochure Update

**3. DISCLOSED OF PECUNIARY INTEREST**

There were no disclosures of interest.

**4. CONFIRMATION OF PREVIOUS MINUTES**

**Resolution 2024-DD04**

**Moved By: Alyssa Dreiman-Staples**

**Seconded By: Danielle Truax**

**That the January 17, 2024 Destination Development Committee Minutes BE ADOPTED.  
CARRIED**

## **5. REPORTS/DISCUSSIONS**

### **A. Staycation Expo**

The committee agreed not to enter the 2024 Staycation Expo and will look at 2025.

### **B. Eclipse April 8**

Mayor Cathy Miller discussed the ferry sailing for the eclipse and there may be extra foot traffic on the island at that time.

### **C. Pelee tourism business forum – May – discussion – next steps**

The committee discussed how the business forum should be ran. The members were asked to bring back some resources and information for the forum.

### **D. Vessel start date and schedules**

Mayor Cathy Miller discussed the vessels start date and times.

### **E. Open forum for makers / str? Thoughts?**

Mayor Cathy Miller asked the committee what they thought of having open forums for str owners and makers. The committee agreed to add everyone to the May business forum.

### **F. Brochure Update**

Cassie Hamill gave a brief update on the brochure advertising status.

## **6. NOTICES OF MOTION**

There were no notices of motion.

## **7. RECOGNITIONS AND ANNOUNCEMENTS**

Mayor Cathy Miller recognized Pelee Island Winery, Ontario Parks, PIBO, One of a Kind Pelee and Vin Villa for their nominations in the Best in.

**8. ADJOURNMENT**

Destination Development Committee Meeting adjourned at 5:42 p.m.

Original Signed By:

**Catherine Miller,**

**Mayor**

Original Signed By:

**Cassie Hamill,**

**Administrative Assistant**

**Township of Pelee**  
**List of Accounts for Approval**  
 Batch: 2024-00031 to 2024-00044

Date Printed  
 4/17/2024 10:14 AM

Bank Code - General - General Bank Account

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
6508	3/25/2024	<b>WM Maxey</b> 1167	Signs/Main	2,305.20	2,305.20
6509	3/25/2024	<b>Minister of Finance</b> 2024-04	OPP LSR April	10,183.00	10,183.00
6510	3/25/2024	<b>Software N Systems Computing</b> 00029442	Compupter Cable	59.26	59.26
6511	4/4/2024	<b>AMCTO</b> 2024-01	Membership	270.07	270.07
6512	4/4/2024	<b>WM Maxey</b> 1169	Sign/Maint.	1,661.10	1,661.10
6513	4/4/2024	<b>Employee Reimbursement</b> 2024-03	Mileage	42.84	42.84
6514	4/4/2024	<b>JBJ Trucking</b> 77897	Water Testing	26.44	26.44
6515	4/4/2024	<b>Owen Sound Transportation</b> 300003190 300003250 300003253 300003200 300003197 300003239 300003245 300003246	Freight Freight Freight Freight Freight Freight Freight Freight	54.00 9.00 10.80 9.00 9.00 36.00 9.00 10.91	147.71
6516	4/4/2024	<b>Receiver General for Canada</b> 2024-02	HST February	3,656.30	3,656.30
6517	4/5/2024	<b>Bell Canada Public Access</b> 173293	Airport Phone	56.50	56.50
6518	4/5/2024	<b>WFS Ltd.</b> 6039504	Supplies	44.48	44.48
6519	4/5/2024	<b>Xerox Canada Ltd.</b> F62053278 F62083152	B405DN Printer Alta C8145	26.00 50.82	76.82
6520	4/10/2024	<b>WM Maxey</b> 1170	Sign/Maint.	1,627.20	1,627.20
6521	4/10/2024	<b>Delta Power Equipment</b> 093772	Equip. Maint.	883.61	883.61
6522	4/10/2024	<b>Leamington Sanitation</b> 27887 27888	Septic Office WSW Septic	847.50 1,299.50	2,147.00
6523	4/10/2024	<b>WFS Ltd.</b> 6040455	Supplies	144.64	144.64
6524	4/11/2024	<b>Essex, County of</b> IN000020369	1st Quarter EMS Services	21,775.00	21,775.00
6525	4/11/2024	<b>Employee Reimbursement</b> 2024-04	Mileage	59.16	59.16
6526	4/11/2024	<b>McTague Law Firm</b> 325756	Accrual Legal Admin	247.47	247.47
6527	4/16/2024	<b>Bell Canada</b> 2024-03	Watt Line	14.00	14.00

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2024-00031 to 2024-00044

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6528	4/16/2024	Customer Reimbursement				
			2024-01	Accrual Reimbursement	1,019.00	1,019.00
6529	4/16/2024	Essex, County of				
			IN000020405	CERB 911-2024	131.84	131.84
6530	4/16/2024	Employee Reimbursement				
			2024-02	Medical for Licence	65.00	65.00
6531	4/16/2024	PSD Citywide Inc.				
			21009	AMP O.Reg 588/17	3,700.75	3,700.75
6532	4/16/2024	Stantec Consulting Ltd.				
			1885825	Permitting	22,009.46	22,009.46
6533	4/16/2024	WFS Ltd.				
			6041702	Valve	39.55	
			3041647	Supplies	119.51	159.06
6534	4/17/2024	Owen Sound Transportation				
			300003299	Freight	27.00	
			300002203	Accrual Freight	34.92	
			300002843	Accrual Freight	4.00	
			300002836	Accrual Rescue/Fire Truck	171.71	
			300002198	Accrual Freight	9.00	246.63
6535	4/17/2024	Receiver General for Canada				
			2024-03	HST March	6,918.64	6,918.64
6536	4/17/2024	Software N Systems Computing				
			00029482	Email/Storage/Setup	310.75	310.75
					Total Computer Cheque:	79,988.93

**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2024117	3/21/2024	Collabria VISA				
			2024-03KH	Various Depts	537.87	537.87
2024118	3/22/2024	Caduceon Enterprises Inc.				
			I24-004189	West Coliforms	109.08	109.08
2024119	3/22/2024	Caduceon Enterprises Inc.				
			I24-004131	PIPS Sampling	44.19	44.19
2024120	3/22/2024	Caduceon Enterprises Inc.				
			I24-004132	East Sampling	44.19	44.19
2024121	3/25/2024	Sausage Dog Promo Co.				
			1204	Brochures (30,000)	4,437.26	4,437.26
2024122	3/22/2024	Bell Canada				
			72342200/24-02	Campground	149.54	149.54
2024123	3/25/2024	GFL Environmental Inc.				
			GW0001175322	T/S Bin Rental	1,177.13	1,177.13
2024124	3/22/2024	GFL Environmental Inc.				
			GW0001178761	T/S Bin Rental	1,177.13	1,177.13
2024125	3/25/2024	Green Shield Canada				
			15730365	Benefits	7,308.65	7,308.65
2024126	4/4/2024	Receiver General				
			2024-04	CPP	13,468.05	13,468.05
2024127	4/3/2024	Pelee Quarries				
			J000007	Accrual Gravel	8,029.17	8,029.17

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2024-00031 to 2024-00044

OTHER

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
2024128	4/4/2024	<b>OMERS</b>			
		2024-02	Monthly Remittances	5,021.20	5,021.20
2024129	4/5/2024	<b>Sun Life Financial</b>			
		2024-04	Sun Life Monthly Bill	1,117.64	1,117.64
2024130	4/5/2024	<b>Pelee Island Co-Op</b>			
		5669	Credit	-110.02	
		453608	Supplies/Diesel	667.04	
		453609	Supplies	4.12	
		452732	Supplies	7.75	
		1506	Diesel	8,349.29	
		1502	Diesel	1,600.41	
		1501	Furnace Oil	910.49	11,429.08
2024131	4/9/2024	<b>Bell Mobility</b>			
		2024-03	Cellphones/Wifi	310.24	310.24
2024132	4/9/2024	<b>Hydro One Networks Inc.</b>			
		20208808/24-03	EMS/CLINIC	900.98	900.98
2024133	4/9/2024	<b>Hydro One Networks Inc.</b>			
		28439559/24-03	Street Lights	266.92	266.92
2024134	4/9/2024	<b>Hydro One Networks Inc.</b>			
		83434620/24-03	TS	66.00	66.00
2024135	4/9/2024	<b>Hydro One Networks Inc.</b>			
		15610196/24-03	Office	137.38	137.38
2024136	4/9/2024	<b>Hydro One Networks Inc.</b>			
		77827919/24-03	WWS	1,358.37	1,358.37
2024137	4/9/2024	<b>Hydro One Networks Inc.</b>			
		44044132/24-03	Roads	181.92	181.92
2024138	4/9/2024	<b>Hydro One Networks Inc.</b>			
		80314452/24-03	Airport	450.99	450.99
2024139	4/9/2024	<b>Hydro One Networks Inc.</b>			
		52014502/24-03	Marina Docks	29.89	29.89
2024140	4/9/2024	<b>Hydro One Networks Inc.</b>			
		78222686/24-03	Marina Office	29.89	29.89
2024141	4/9/2024	<b>Hydro One Networks Inc.</b>			
		24303346/24-03	Bonnett Building	33.24	33.24
2024142	4/9/2024	<b>Hydro One Networks Inc.</b>			
		03311435/24-03	Campground	69.85	69.85
2024143	4/9/2024	<b>Hydro One Networks Inc.</b>			
		03357410/24-03	CM	156.89	156.89
2024144	4/9/2024	<b>Hydro One Networks Inc.</b>			
		92357408/24-03	Farm	181.12	181.12
2024145	4/9/2024	<b>Hydro One Networks Inc.</b>			
		62688802/24-03	West Washroom	31.49	31.49
2024146	4/9/2024	<b>Hydro One Networks Inc.</b>			
		92398228/24-03	BM(N)	91.94	91.94
2024147	4/9/2024	<b>Hydro One Networks Inc.</b>			
		05280434/24-03	EWS	300.92	300.92
2024148	4/9/2024	<b>Hydro One Networks Inc.</b>			
		05283161/24-03	BM(W)	1,361.47	1,361.47
2024149	4/11/2024	<b>Bell Canada</b>			
		7242105/24-03	Roads	142.25	142.25
2024150	4/11/2024	<b>Bell Canada</b>			

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2024-00031 to 2024-00044

OTHER

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		7242430/24-03	TS	92.00	92.00
2024151	4/11/2024	Bell Canada			
		7242064/24-03	Farm	92.00	92.00
2024152	4/11/2024	Bell Canada			
		7242377/24-03	Marina	247.24	247.24
2024153	4/11/2024	Bell Canada			
		7242931/24-03	Office	436.08	436.08
2024154	4/11/2024	Bell Canada			
		7242161/24-03	CM	101.44	101.44
2024155	4/11/2024	Bell Canada			
		7242515/24/03	WSW	151.69	151.69
2024156	4/11/2024	Bell Canada			
		7242104/24-03	BM(N)	92.00	92.00
2024157	4/11/2024	Bell Canada			
		7242343/24-03	BM(W)	92.00	92.00
2024158	4/11/2024	Bell Canada			
		7242994/24-03	Office Emerg Line	67.20	67.20
2024159	4/11/2024	Bell Canada			
		7242265/24-03	Airport	92.00	92.00
2024160	4/11/2024	Bell Canada			
		7242470/24-03	Office Fax	69.46	69.46
2024161	4/12/2024	Grand & Toy			
		U829668	Supplies	554.73	554.73
2024162	4/12/2024	Caduceon Enterprises Inc.			
		I24-005595	East Sampling	44.19	44.19
2024163	4/12/2024	Caduceon Enterprises Inc.			
		I24-005598	PIPS Sampling	44.19	44.19
2024164	4/12/2024	Caduceon Enterprises Inc.			
		I24-005618	West Coliforms	153.27	153.27
2024165	4/15/2024	Zone Five Consulting			
		Pelee_2024_01	Consulting January-March	42,375.00	42,375.00
			Total Other:		104,856.42
			Total General:		184,845.35

Certified Correct This Wednesday, April 17, 2024

\_\_\_\_\_  
Mayor, Catherine Miller

\_\_\_\_\_  
Treasurer, Michelle Feltz



March 22, 2024

The Ministry of Transportation has received the resolution dated January 30, 2024 that expressed the following concerns related to the Pelee Island ferry Service:

- a) The 7am arrival in Leamington rather than Kingsville for the Monday morning sailing scheduled for Sept 3 - 30, 2024
- b) The need for a consistent and reliable schedule throughout the sailing season; and
- c) The need for Pelee Township representatives to have access to current ridership data throughout the sailing season when impactful decisions are made.

In response:

- a) In review of the 2023 ridership, the impact is expected to be limited though this is a “pilot” change. OSTC and the ministry will review the impacts and will have contingencies in place in cases where passengers are not aware of this impact. The proposed change is expected to be a positive change to the schedule and this change is open for further review and comment.
- b) The ministry and OSTC understands the importance of the service and work to ensure the service is consistent and reliable throughout the season. Since the arrival of the Pelee Islander 2 into the service in 2019 – the service has been very consistent and reliable.
- c) This is understood and we are working on having this data available as soon as possible. Historical data is attached.

The ministry and our service provider Owen Sound Transportation Company understands and respect the importance of the service. We appreciate the collaborative efforts of the working group in continuously improving the service.

Sincerely,

  
**Zsolt Katzirz**

Head of Operational Services | West Operations | Operations Division  
Ministry of Transportation | Ontario Public Service  
519-873-0486 | [Zsolt.Katzirz@ontario.ca](mailto:Zsolt.Katzirz@ontario.ca)

**Construction of Broadband Network Begins on Pelee Island**

**(Township of Pelee, ON) April 1, 2024** – The Township of Pelee announced today that construction of high-speed broadband infrastructure has begun on Pelee Island. The project, once complete, will bring fibre-to-the-home internet service to nearly 500 homes, businesses, and government offices on the island.

Made possible through nearly \$20M in funding from the Government of Canada’s Universal Broadband Fund (UBF) and the Government of Ontario’s Improving Connectivity for Ontario (ICON) program, the project will ultimately see the installation of two, redundant, submarine fibre optic cables installed from the mainland to Pelee. On island, a series of fibre optic cables will be installed to bring services of up to 1,000 Mbps to every home and business. The network will be connected to the internet infrastructure on the mainland to provide fast, reliable service to the island.

“This is a very exciting time for the Township of Pelee,” said Cathy Miller, Mayor of the Township of Pelee. “As work begins to connect every home and every business on Pelee Island to high-speed internet, I’d like to thank the Governments of Canada and Ontario for this game-changing infrastructure investment. We are happy to welcome the North Frontenac Telephone Company (NFTC) team and their partners to the island today.”

In partnership with the municipality, NFTC has broken ground on the fibre-optic broadband project, which will bring improved internet connectivity to the municipality. Servicing more than 47 kilometres of on-island roadway with fibre-optic cabling, the high-speed network will provide 478 homes and businesses on the island with access to fast, reliable broadband service. In addition to this, the network will provide service to 310 mainland premises between Elmdale and Tilbury. Installation of the required network elements on the mainland has been underway since February, but today marks the start of installation on the island.

“NFTC is proud to partner with the Township of Pelee, the Government of Canada, and the Government of Ontario to bring fibre optic connectivity to the residences and businesses of Pelee Island,” said Grant Roughley, Vice President of NFTC. “Once this project is complete, Pelee Island will have access to the same high-speed broadband services available in large Ontario cities. NFTC has been serving rural Ontario customers for over 75 years and we are excited to continue our commitment to rural Ontario with this project.”

“Fast and reliable Internet access isn’t just something that’s nice-to-have—it’s essential, whether it’s for education, healthcare, or growing a business,” said the Honourable Gudie Hutchings, Minister of Rural Economic Development and Minister responsible for the Atlantic Canada Opportunities Agency. “It also enhances safety and provides peace of mind. Your federal government has taken another step towards our historic goal of connecting 98% to high-speed Internet by 2026. Working with the Government of Ontario and the Township of Pelee, nearly 500 homes on Pelee Island will soon have better access to high-speed Internet.”

“Today’s announcement builds on the incredible success of our government’s high-speed internet programs, bringing us another step closer to our goal of connecting every community across the province to high-speed internet by the end of 2025,” said the Honourable Kinga Surma, Ontario’s Minister of Infrastructure. “With this investment, nearly 500 homes and businesses on Pelee Island will have access to high-speed internet for work, education, accessing critical online health services, and for staying connected with friends and loved ones.”

Quick Facts:

- Pelee, in partnership with the federal and provincial governments, has committed a combined investment of \$20 million to bring high-speed internet service to 788 underserved homes and businesses throughout Pelee Island and select areas between Elmdale and Tilbury.
- Pelee has partnered with NFTC to complete the terrestrial installation and IT Telecom to complete the submarine installation.
- Pelee has partnered with NFTC to maintain and operate the complete network.
- Construction of the network is scheduled to be completed in March 2025.



**MTO/OSTC Meeting Minutes**  
Wednesday April 17, 2024

**Attendees:**

Township of Pelee: Mayor Cathy Miller, Deputy Mayor Dayne Malloch, Township Administrator & Clerk Kristine Horst  
OSTC: Emma Nolan  
MTO: Zsolt Katzirz, Candice Link

**1. Dredging**

- a. On April 12<sup>th</sup> an unexpected sandbar was found when entering the Port of Kingsville
- b. MTO stated there is always a risk of trapped sand in the ports of Kingsville and Leamington. Stating storms can often push source material (sand, clay) into the shipping canal and unpredictable weather and winters can affect the need for dredging.
- c. MTO stated there are no issues in Leamington, however there is now a known sandbar at the Port of Kingsville.
- d. MTO stated further updates will be provided as they become available.
- e. Pelee asked if this will impact the switch to Kingsville for August. MTO believes this will not effect the change of ports as dredging should occur prior to August.

**2. Ridership Numbers**

- a. Pelee restated their request for 2022-2023 ridership numbers.
- b. MTO informed they are still working on this request.

**3. Operations**

- a. MTO stated all operations have been running on schedule.



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT 2024 – 12 EC

Author's Name: Eric Chamberlain	Report Date: April 9, 2024
Resolution #:	Date to Council: April 23, 2024

To: Mayor and Members of Council

Subject: Private Tile Drain – Road Crossing Policy

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1. **RECOMMENDATION:**

It is recommended that:

1. The Policy and application for Private and Utility Road Crossing **BE APPROVED** as presented.

2. **BACKGROUND:**

On January 4, 2024, Road staff made Administration aware of a private tile drain crossing that had failed causing a sink hole to form on Centre Dyke Road south of the airport property. There was further discussion on creating a policy on responsibility and documenting private tile drains crossing roads.

On January 10, 2024, Road staff requested that Pelee Council be made aware of the situation of the private tile drain crossing and potential impacts on the road. Since this time, the sink hole has stabilized and the roads crew has been monitoring the crossing for further settling.

3. **DISCUSSION:**

In December, 2023, the plan was for Township staff to fill the hole and continue to monitor the area for further failures and forming of sink holes. To date, the filling of the hole appears to be holding with the plan to replace the crossing in the spring when a contractor can transportation equipment and materials to Pelee Island.

In review of the online mapping, the drain tile is located approximate 30 feet south of the end of the airport property on Centre Dyke Road. Pelee staff attempted to locate the outlet end of the pipe on east side of the road in Big Marsh Drain No. 2 South Branch but they were unable to locate the end of the pipe.

In review of online Tile Drain/Road Crossing Policies, there was only one municipality with a policy that could be used as a starting point. In further discussions with a municipal representative, in their 10-year career with the municipality, they have not utilized this policy.

In discussions with staff, there are multiple private tile drains crossing Centre Dyke Road from North Shore Road to East West Road. There are also private tile drains crossing other roads on Pelee Island for drainage and water servicing to properties. A policy would provide Pelee staff and landowners with a method for managing and maintaining tile drains that are crossing Township Roads. Attached to this report is a proposed application and policy entitled “Tile Drain/Road Crossing Policy” for Council’s consideration.

When it comes to the cost of the repair and replacement of the tile drain crossing, there are a number of options for Council’s consideration:

1. Landowner’s Responsibility – In the other municipality’s policy, the cost of the repair and replacement is wholly on the landowner to bare. The reason is that tile only serves the private drainage system and therefore, the landowner’s responsibility.
2. Township’s Responsibility - Under Section 26 of the Drainage Act, Municipalities and Utilities are responsible for increase cost due to the existence of the road and/or utility on municipal drain projects. The reason is that the construction of the road has prevented the natural flow of storm water from the lands to get to the drain.
3. Split Responsibility – If the Township realize a benefit due to the existences of the tile drain crossing the road, then the Township may consider a split responsibility for the tile crossing. In addition, the Township could consider installing a catch basin along the road to provide improved drainage for the road.

In discussion with the contractor that completes work on Pelee Island, the cost of the replacement would be approximately \$2,500 per day plus the cost of the pipe, catch basin and additional stone backfill.

Further to the responsibility of the cost, the Township should ensure the risk of completing the repair and replacement remains low or managed. Since the proposed work is within the Township’s right of way, they should ensure the following steps:

1. The tile drain crossing should be replaced by an approved contractor.
2. The contractor must provide proof of insurance with a minimum of two million dollars and Township of Pelee and staff listed as additional insured.

3. Application, Policy Sign Off and sketch must be provided to the Township Manager of Operations or designate for review and approval and all information must be included in the individual property records.

In addition to the Tile Drains, this policy could extend to private water and utility crossing which would ensure all road crossings are reviewed, approved and documents retained for future review. With private water lines, the applicant must provide MECP approval which could include the approval to take water. The cost of private water line crossings would be 100% the responsibility of the applicant to install and maintain.

This policy updates the current policy entitled “Consent for the Installation of Utilities on Municipal Road Allowance or Right of Ways”.

4. **FINANCIAL MATTERS:**

With regards to Private Road Crossings, the Township may consider shared responsibility for tile drain crossing when the Manager of Operations or designate identifies a benefit to the road or is considering an improvement

5. **CONSULTATIONS:**

Operations Manager was consulted.

6. **CONCLUSION:**

The Policy and application for Private and Utility Road Crossing will ensure the crossings are managed during installation and through future maintenance and improvement.



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Eric Chamberlain  
**Contract Drainage Superintendent**

EC/

**Attachments:**

Private and Utility Road Crossing Policy  
Tile Drain/Road Crossing Application

## **Township of Pelee Policy**

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**Subject:** Private and Utility Road Crossing Policy

**Policy #:** 24-002

**Date Approved:** April 9, 2024

**Resolution:** 2024 – XX

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### **1) PURPOSE**

- 1.1 The purpose of the policy is to provide approval for private road crossings for private water services, outlets for private drainage systems to allow Pelee residents the ability to develop on their properties while protecting the road surfaces, shoulders, ditches and municipal drains; and
- 1.2 To provide approvals for installations of road crossings for utility lines within the Township’s Right of Way to assist the Township in developing the municipality while protecting the road surface, shoulder, ditches and municipal drains.

### **2) SCOPE**

The installation of all utilities including telephone, hydro, cable and fibre lines. The scope also includes private services which include water supply lines and tile outlets for drainage systems.

### **3) DEFINITIONS**

- a) “Private Drainage Works” means a drainage system constructed of tile, pipe or tubing of any material beneath the surface of agricultural, residential, commercial or industrial land including integral inlets and outlets for the purpose of improving the productivity or development of the land drained.



- b) “Private Water Lines” means any water line that is not owned and/or maintained by the Township of Pelee. Private water lines include wells, road crossings, valves and piping for the distribution of water for personal use.
- c) “Public Utility” means a person having jurisdiction over any water works, gas works, electric heat, light and power works, telegraph and telephone lines, railways however operated, street railways and works for the transmission of gas, oil, water or electrical power or energy, or any similar works supplying the general public with necessities or conveniences; (“services publics”).
- d) “Water taking Permits” means Permits from the Province of Ontario for companies or organizations who take over 50,000 litres of water per day from Lake Erie or groundwater source.

#### **4) GENERAL PRACTICES**

- 4.1 The landowners or utilities company must submit an application with a drawing to the Township of Pelee Municipal Office for review and approval of the Operations Manager. If the application is for private water service, the application must include an approved Permit to Take Water from Province where needed.
- 4.2 The method of installation under Township right of way shall be determined by the Operations Manager. The applicant will be charged an Inspection Fee of \$150.00 and deposit of \$1,000.00.
- 4.3 The applicant shall be responsible for the installation cost which could include boring, trenching, materials and construction.
- 4.4 The applicant must provide the Township with the name of the contractor completing the road crossing. The contractor must provide a copy of their Workplace Safety and Insurance Board (WSIB) and Certificate of Insurance naming the Township as additional insured. The insurance must have a minimum of \$5,000,000 per occurrence prior to commencement of any works within the Township’ right of way.
- 4.5 The applicant or contractor representing the applicant, shall be responsible for the supply and maintenance of proper signs, barricades and lights at the crossing site and must ensure there are sufficient flagmen available to control traffic. The applicant shall also supply and place proper directional signs for detours, if necessary, in accordance with the procedures outlined in the latest edition of Book 7 of the Ontario Traffic Manual.
- 4.6 Utilities when crossing a municipal drain are to be set a depth of 1 metre minimum below the bottom design grade of culvert or open drain and extend 1 metre from the top design grade of culvert where available.

- 4.7 Utilities when running parallel to a municipal drain must be 1 metre from the top bank of the drain where available. If conditions do not permit, the utility or private service shall be installed to the satisfaction of the Operations Manager.
- 4.8 When soil conditions do not permit, the conduit or utility must be encased in 150 mm x 150 mm cement conduit to the satisfaction of the Operation Manager.
- 4.9 Utilities and private services when crossing paved Township roads, the contractor must plan to directional boring the crossing where possible. If directional boring is not possible, the contractor will be able to install the utility or service by open cut construction. The contractor will be responsible for saw cutting, backfilling with Granular “A” material for the full depth, compaction and topped with two (2) lifts of surface treatment (Tar and Chip) to the satisfaction of the Operations Manager and guaranteed for one year.
- 4.10 The Township must be advised of the date and time of any work to be carried out on Township Right of Way by the applicant a minimum of 48 hours prior to commencement of work. All such works must be inspected by the Operations Manager and must meet with Township requirements and approvals.
- 4.11 The Applicant’s contractor will be responsible for all clean-up and restoration after construction has been completed to the satisfaction of the Operations Manager. If the workmanship is not to the satisfaction of the Township, the Township will restore the right of way to its satisfaction with its own force or contractor. The Township will use the \$1,000 deposit to complete the repairs. The applicant will be invoiced for all cost incurred over the deposit amount. The Township has the right to apply the cost to property tax if there is failure to pay.

**TOWNSHIP OF PELEE**

**TILE DRAIN/ROAD CROSSING APPLICATION**

**Please Print**

Date: \_\_\_\_\_ Roll Number: \_\_\_\_\_

Name: Applicant/Contractor \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_(H) \_\_\_\_\_(M)

Road Crossing: Tile Information: \_\_\_\_\_ Other \_\_\_\_\_

Location: Lot \_\_\_\_\_ Concession \_\_\_\_\_

Closest Civic No. and Road \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

Tile Drain Road Crossing will be subject to current policy and fees:

Inspection Fee: \$150.00

The undersigned Certifies:

1. That he/she is the owner/authorized agent of the owner in this application and that this application is true and factual.
2. That he/she has read and understands the restrictions and standards outlined in the Private and Utility Road Crossing Policy and shall comply with the same.
3. Attached a plan showing the proposed location of the private or utility crossing or improvements to existing system within the Township Right of Way.

Signature of Applicant:	Date:
Received Payment:	Date:
Approved by Township:	Date:

 THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2024 – 13 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 18, 2024</b>
<b>Resolution #:</b>	<b>Date to Council: April 23, 2024</b>

**To: Mayor and Members of Council**

**Subject: Small Craft Harbours Facility Divestiture**

**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk dated April 18, 2024 regarding Small Craft Harbours Facility Divestiture **BE RECEIVED**; and
2. Administration **BE DIRECTED** to send a formal letter outlining the Township’s interest in moving forward with the divestiture process to the Department of Fisheries and Oceans.

**2. BACKGROUND:**

On November 14, 2023, the Council of the Township of Pelee passed resolution 2023 – 241, requesting the Department of Fisheries and Oceans (DFO) to reinstate through the Divesture program as a means for Small Craft Harbours to transfer ownership of harbours to other levels of government, particularly in the case of:

- recreational harbours that are tourism assets
- Harbours that house DFO infrastructure in disrepair or decommissioned.
- Harbours where lessees have made significant improvements to the infrastructure within the harbour driving up fair market value
- Particularly on islands where the harbours serve as ingress for emergency service and egress for residents in the case of emergency.

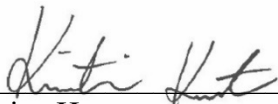
AND FURTHER that the Department of Fisheries and Oceans be made aware that The Township of Pelee is reluctant to continue to invest in a property that it may need to purchase in the future at a market value that is escalated due to the improvements made to the facility through the use of municipal funds which are collected from the same residents that will be responsible for the cost assessed to purchase the said water docks.

**3. DISCUSSION:**

In March 2024, DFO provided Administration with correspondence indicating that the next steps involved in working towards acquiring the lands through the Federal Divestiture Policy is to provide a formal letter outlining the Township's interest in moving forward with the divestiture process.

**5. CONCLUSION:**

It is recommended that Council direct Administration to write the requested formal letter outlining Council's interest in moving forward with the divestiture process for the Small Craft Harbours' facility known as the Scudder Marina docks water lot.

  
\_\_\_\_\_  
Kristine Horst  
**Township Administrator & Clerk**

**Attachments:**

None

 THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2024 – 14 KH

Author’s Name: Kristine Horst	Report Date: April 17, 2024
Resolution #:	Date to Council: April 23, 2024

To: Mayor and Members of Council

Subject: Building Permits – Quarterly Report

1. **RECOMMENDATION:**

It is recommended that:

- 1. The report from the Township Administrator & Clerk dated April 17, 2024 regarding Building Permits – Quarterly Report **BE RECEIVED as information.**

2. **BACKGROUND:**

The 2022-2026 Council Term Plan vision is for Pelee Island to be *a growing community that allows residents and small business owners the opportunity to pursue a unique quality of life.* To accomplish this, the Term Plan mission is to *foster economic sustainability by actively increasing the number of residents and small businesses on Pelee.*

Aligning with this mission, a report on building permits issued within the Township of Pelee, including zoning and total value, has been provided to Council quarterly since April 2023. In addition, an annual report is provided during the Year in Review presentation.

3. **DISCUSSION:**

For the first quarter of 2024, from January to March, there have been three (3) new building permits issued for repairs & renovations, class 4 sewage system, and other construction zoned Residential and Commercial with total work valued at \$50,000.00. No permits were issued in the month of January, one (1) permit were issued in the month of February, and two (2) permits were issued in the month of March.

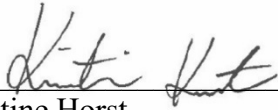
Month	Permit #	Zoning	Purpose	Value
January 2024	n/a	n/a	n/a	\$ -
February 2024	P.I.24-01	R-1	Construction	\$ 7,500.00
March 2024	P.I.24-02	C-1	Renovations	\$ 2,500.00
	P.I.24-03	R-1	Renovations & Sewage System	\$ 40,000.00
<b>Total Value</b>				\$ 50,000.00

As previously noted, due to accessibility to Pelee Island over the winter months, most building permits are issued during the ferry season. Therefore, it should be noted that there will be an increase in permits issued during the next quarter.

The Township of Pelee has approximately five (5) active applications in progress as of April 17, 2024.

**5. CONCLUSION:**

Administration will provide a quarterly report on building permits in the months of April, July, October, and January, with a continued annual report included in the Year in Review presentation.

  
 \_\_\_\_\_  
 Kristine Horst  
**Township Administrator & Clerk**

**Attachments:**  
None

 THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2024 – 15 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 2, 2024</b>
<b>Resolution #:</b>	<b>Date to Council: April 23, 2024</b>

**To: Mayor and Members of Council**

**Subject: Committees of Council – Vacant Seats**

**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk dated April 2, 2024, Committees of Council - Vacant Seats **BE RECEIVED**;
2. Administration **BE DIRECTED** to advertise for members in the Grapevine, on Township of Pelee social media pages, and on the municipal website.

**2. BACKGROUND:**

On December 7, 2022, Council appointed three (3) members of the public and two (2) members of Council as Members of the Committee of Adjustment for the 2022-2026 term.

On February 8, 2023, Council appointed Members to the 2022-2026 Committees of Council including the Destination Development Committee (four (4) member of the public), Funding Advisory Committee (four (4) members of the public), Drainage Committee (three (3) members of the public), Fishing and Hunting Committee (four (4) members of the public). In addition, each of these Committees have two (2) appointed Members of Council including the Chair of each Committee.

Since the appointment of Committee Members in late 2022 and early 2023, Cherie Dillen resigned from the Destination Development Committee in May 2023. Danielle Truax has been hired as the Community Services Manager for the Township of Pelee, due to her employment with the Township of Pelee, Danielle Truax is no longer eligible to serve as a Member of Committees, per section 6) a) iv) of the Township’s Appointment to Local Boards and Committees Policy. Therefore, as of April 2, 2024, has resigned as a committee member of the Destination Development Committee, Committee of Adjustment and Funding Advisory Committee.



**3. DISCUSSION:**

Due to the above noted resignations from Members of Committees, there are several vacate seats available, most notably within the Destination Development Committee and Committee of Adjustment.

Therefore, it is recommended that Administration be directed to advertise for Members to fill vacant seats in the Destination Development Committee and Committee of Adjustment for the remainder of the 2022-2026 term.

**6. CONCLUSION:**

It is recommended that vacant seats in the Destination Development Committee and Committee of Adjustment be filled by following the Member Recruitment Process outlined in the Appointment to Local Boards and Committees Policy.

*Worth noting: Committees can be established, dissolved or changed at any time throughout the Term of Council. Additional Committee recommendations may be brought forward by Administration at a later date.*

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Kristine Horst  
**Township Administrator & Clerk**

**KH**

**Attachments:**  
None

<b>DEPARTMENTS/OTHERS CONSULTED:</b>
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<b>Name:</b>
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<b>Title:</b>	<b>Email:</b>
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Monday, April 8, 2024

**Regular Meeting of Council**  
**Tuesday April 23, 2024**  
**Item No. 10. A.**

Michael de Rond  
Clerk  
Town of Aurora  
100 John West, Box 1000  
Aurora, Ontario  
L4G 6J1

SENT VIA EMAIL: [mderond@aurora.ca](mailto:mderond@aurora.ca)

RE: Town of Goderich Resolution – Legislative Amendments to Improve Municipal Code of Conduct

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Dear M. Rond,

Please be advised of the following motion passed at the Monday, March 18, 2024, Goderich Town Council Meeting:

Moved By: Councillor Thompson

Seconded By: Councillor Kelly

**WHEREAS** all Ontarians deserve and expect a safe and respectful workplace;  
and

**WHEREAS** municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse; and Whereas several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst municipal members of councils across Ontario; and

**WHEREAS** these incidents seriously and negatively affect the people involved and lower public perceptions of local governments; and

**WHEREAS** municipal Codes of Conduct are helpful tools to set expectations of council member behaviour; and

**WHEREAS** municipal governments have limited abilities in their toolkit to adequately enforce compliance with municipal Codes of Conduct; and

**WHEREAS** the most severe penalty that can be imposed on a municipal member of council is the suspension of pay for 90 days, even when egregious acts are committed and substantiated; and

**WHEREAS** AMO has called on the government to table and pass legislation that reflects the following recommendations:

- Updating municipal Codes of Conduct to account for workplace safety and harassment.
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario.
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province.
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner.
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office;

**NOW THEREFORE BE IT HEREBY RESOLVED THAT:**

1. The Town of Goderich supports the call of action the Association of Municipalities of Ontario (AMO) has submitted to the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them, in consultation with municipal governments; and
2. Be It Further Resolved That the legislation encompasses the Association of Municipalities of Ontario's letter of recommendations which includes options for enforcing compliance by council members with municipal Codes of Conduct such as;
  - Updating municipal Codes of Conduct to account for workplace safety and harassment.
  - Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario.
  - Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the Province.
  - Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner o Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office; and
3. Be It Further Resolved That a copy of this Motion be sent to the Hon. Doug Ford, Premier of Ontario, the Hon. Lisa Thompson, MPP Huron-Bruce, and the Hon. Paul Calandra, Minister of Municipal Affairs and Housing, and Ontario municipalities.

The Town of Goderich  
57 West Street  
Goderich, Ontario  
N7A 2K5  
519-524-8344  
townhall@goderich.ca  
www.goderich.ca



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**CARRIED**

If you have any questions, please do not hesitate to contact me at 519-524-8344 ext. 210 or [afisher@goderich.ca](mailto:afisher@goderich.ca).

Yours truly,

A handwritten signature in cursive script that reads "Andrea Fisher".

Andrea Fisher  
Director of Legislative Services/Clerk  
/ar

cc. Premier Doug Ford [premier@ontario.ca](mailto:premier@ontario.ca)  
Hon. Paul Calandra [Paul.Calandra@pc.ola.org](mailto:Paul.Calandra@pc.ola.org)  
MPP Lisa Thompson, Huron–Bruce [lisa.thompsonco@pc.ola.org](mailto:lisa.thompsonco@pc.ola.org)  
Ontario Municipalities

**THE CORPORATION OF THE TOWNSHIP OF PELEE  
BY-LAW NUMBER: 2024 – 15**

**“2024 Monitoring & Annual Reporting Services for the Closed Landfill”**

**(April 23, 2024)**

Being a By-law to enter into an Agreement with WSP Canada Inc. for 2024 groundwater and storm water monitoring & annual reporting services for the closed Pelee Island Landfill.

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

**AND FURTHER** that the Municipal Council for the Township of Pelee deems it expedient to enter into an agreement with WSP Canada Inc. for annual monitoring and reporting services for the closed landfill.

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

1. That authority is hereby granted to the Mayor and Clerk to enter into an agreement with WSP Canada Inc. for the closed landfill’s 2024 monitoring and reporting services.
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 immediately upon the approval of Township Council.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 23<sup>rd</sup> DAY OF  
APRIL, 2024.**

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**Catherine Miller**  
Mayor

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**Kristine Horst**  
Township Administrator & Clerk

**THE CORPORATION OF THE TOWNSHIP OF  
PELEE**

**BY-LAW: 2024 –16**

**"CONFIRMATION OF PROCEEDINGS"**

**(April 23, 2024)**

**A By-Law to confirm the proceedings of Council.**

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**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 23<sup>rd</sup> day of April, 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" (April 23<sup>rd</sup>, 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 23<sup>rd</sup>  
DAY OF APRIL 2024.**

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**MAYOR, CATHERINE MILLER**

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**TOWNSHIP ADMINISTRATOR &  
CLERK, KRISTINE HORST**