

AGENDA

Tuesday May 14, 2024, 4:00 pm

Royal Canadian Legion, Branch 403 1169 West Shore Road Pelee Island, ON, NOR 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 April 23, 2024
- 5. Delegations
 - A. John Demarco Trailer Exemption Request
- 6. Consent Agenda
 - **A.** Essex Region Conservation 2023 Annual Progress Reports on the implementation of the Essex Region Source Protection Plan
 - B. Disbursements April 18 to May 6, 2024

7. Reports

- A. Treasurer Michelle Feltz
 - i. Report 2024 18 MF: Transfer to Reserves and Reserve Funds for the 2023 Fiscal Yearend
- B. Township Administrator & Clerk (CEMC) Kristine Horst
 - i. Report 2024 19 KH: Emergency Management Program Updates
- C. By-Law Enforcement Officer Bill Tetler
 - i. Report 2024 20 BT: Trailer Agreement
- 8. Correspondence
 - **A.** Prince Edward County Support for 'a call to action' to meet the deadline of an Accessible Ontario by 2025
 - B. Loyalist Township Motion regarding Accessible Ontario by 2025
 - C. Loyalist Township Motion regarding Public Health Ontario Labs
 - **D. Town of South Bruce Peninsula** Requesting that the province amend Ontario Regulation 391/21: Blue Box

- **E.** Township of North Glengarry Request to the Province to amend Blue Box regulation for 'ineligible' sources
- **F. Township of Greater Madawaska** Funding for the 2024 Municipal Equipment Operator Course

9. Notices of Motion

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

That the Council of the Township of Pelee recognize and celebrate seniors' accomplishments, milestones, and the hard work they have done to make Ontario – and Pelee Island – into the great place it is today, and support an annual senior's event hosted by the Township to be held each June for Seniors Month in Ontario.

10. Unfinished Business

11. Recognitions and Announcements

12. By-Laws

- **A.** By-Law 2024 17; Being a by-law to point members of the Emergency Management Program Committee, the Municipal Emergency Control Group, and to meet other Requirements under the *Emergency Management and Civil Protection Act*.
- **B.** By-Law 2024 18; Being a By-Law to confirm the proceedings of Council for May 14th, 2024.

13. Closed Session

Council will move into closed session in accordance with the Municipal Act, 2001 section 239 (2) (e) to review a matter that is subject to litigation, including matters before administrative tribunals, affecting the municipality or local board and (f) advice subject to solicitor-client privilege.

14. Adjournment

MINUTES

TUESDAY, April 23, 2024 6:00 PM

Royal Canadian Legion, Branch 403 1169 West Shore Road Pelee Island, ON, NOR 1M0

Members of Council: Mayor Cathy Miller

Deputy Mayor Dayne Malloch Councillor Dave DeLellis Councillor Stephanie Crawford Councillor Michelle Taylor

Members of Administration: Township Administrator & Clerk Kristine Horst

Treasurer Michelle Feltz

Drainage Superintendent Eric Chamberlain By-Law Enforcement Officer Bill Tetler

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 Meeting of Council Minutes – March 26, 2024

Resolution 2024-45

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Stephanie Crawford

That the March 26, 2024 Regular Meeting of Council Minutes BE ADOPTED.

CARRIED

5. PRESENTATIONS

A. Jenna Quinn, Ontario Nature & Ryan Wolfe, Natural Resource Solutions Inc.

i. SAR Snake Conservation and Research on Pelee Island – Presentation & Report.

Council expressed their support for the ongoing conservation work being conducted on Pelee Island and willingness to assist with outreach goals where possible.

6. DELEGATIONS

A. Stephen LeMieux – Trailer Exemption Request

Mr. LeMieux provided Council with a written delegation and was present to provide further detail on his request for an exemption to Trailer By-Law 2024 – 08.

Council asked questions for clarification.

Resolution 2024 – 46

Moved By: Councillor Stephanie Crawford Seconded By: Councillor Michelle Taylor

That Council hereby APPROVE an exemption to section 5.13 of the Township of Pelee Trailer By-Law 2024 – 08 for the property known as 305 East Shore Road owned by Stephen and Sharon LeMieux and that all other requirements of By-Law 2024 – 08 must be met before a license can be issued.

CARRIED

7. MATTERS SUBJECT TO NOTICE

None

8. 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

Resolution 2024 – 47

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

That Council hereby receive Consent Agenda items 8 A. through 8 I.

CARRIED

9. REPORTS

A. Drainage Superintendent – Eric Chamberlain

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

The Drainage Superintendent presented the report to Council.

Deputy Mayor Malloch expressed concern with requiring directional boring where possible, due to limited access to companies/equipment on Pelee Island able to perform this work.

Resolution 2024 – 48

Moved by: Councillor Michelle Taylor

Seconded by: Deputy Mayor Dayne Malloch

That Council receives Report 2024 – 12 EC: Private Tile Drain – Road Crossing Policy and that the Policy be amended, as per Council's request, and presented to Council for review before adaption.

CARRIED

B. Township Administrator & Clerk – Kristine Horst

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

The Township Administrator & Clerk presented the report to Council.

Resolution 2024 – 49

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

That Council hereby receive Report No: 2024 – 13 KH: Small Craft Harbours' Facility Divestiture and that 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.

CARRIED

ii. Report 2024 – 14 KH: Building Permit – Quarterly Report

Township Administrator & Clerk presented the report to Council.

Resolution 2024 – 50

Moved by: Deputy Mayor Dayne Malloch **Seconded by:** Councillor Dave DeLellis

That Council receives Report 2024 – 14 KH: Building Permits – Quarterly Report as information.

CARRIED

iii. Report 2024 - 15 KH: Committees of Council - Vacant Seats

Township Administrator & Clerk presented the report to Council.

Resolution 2024 – 51

Moved by: Councillor Stephanie Crawford Seconded by: Councillor Michelle Taylor

That Council receives Report 2024 – 15 KH: Committees of Council – Vacant Seats, and directs Administration to advertise for members in the Grapevine, on Township of Pelee social media pages, and on the municipal website.

CARRIED

10. CORRESPONDENCE

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

11. NOTICES OF MOTION

Mayor Cathy Miller vacated her seat as chair, Deputy Mayor Dayne Malloch presided over the meeting for item 11. 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 14th, 2024,

at the Royal Canadian Legion, Branch 403, be amended to 4:00pm.

Resolution 2024 – 52

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

That the start time for the Regular Meeting of Council scheduled for Tuesday May 14th, 2024, at the Royal Canadian Legion, Branch 403, BE AMENDED to 4:00pm.

CARRIED

12. UNFINISHED BUSINESS

None

13. RECOGNITIONS AND ANNOUNCEMENTS

A. Mayor Miller welcomed back Township Administrator & Clerk, Kristine Horst and thanked Interim Clerk Mary Masse for her time with the Township of Pelee. Mayor Miller also welcomed Rob Arsenault, Operations Manager, and Danielle Truax, Community Services Manager to the Township as new members of the Senior Team. Campground Supervisor Brian Vandernaalt and Scudder Marina Supervisor Tenille Riemer were also welcomed back for the summer season.

14. BY-LAWS

A. By-Law 2024 – 15; Being a By-Law to enter into an Agreement with WSP Canada Inc.

Resolution 2024 – 53

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Stephanie Crawford

That the Council of the Corporation of the Township of Pelee hereby give three readings to 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.

CARRIED

B. By-law 2024 – 16; Being a By-Law to confirm the proceedings of Council for April 23, 2024.

Resolution 2024 – 54

Moved By: Councillor Dave DeLellis

Seconded By: Deputy Mayor Dayne Malloch

That By-law 2024 – 16; being a By-Law to confirm the proceedings of Council for April

23, 2024 be read a first, second and third time and finally adopted this 23rd day of April, 2024.

CARRIED

15. CLOSED SESSION

Resolution 2024 – 55

Moved By: Councillor Stephanie Crawford **Seconded By:** Councillor Dave DeLellis

That Council move into a brief recess and will enter into Closed Session at 7:20 pm 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.

CARRIED

Council moved 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.

Resolution 2024 – 56

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

That the Council of the Township of Pelee rise from closed and reconvene in open session at 7:54 p.m.

CARRIED

16. ADJOURNMENT

The Mayor adjourned the meeting at 7:54 p.m.

Catherine Miller, Mayor

Kristine Horst, Township Administrator & Clerk

Essex Region Conservation

the place for life



kstammler@erca.org

Phone 519-776-5209 ext. 342 Fax 519-776-8688 360 Fairview Avenue West Suite 311, Essex, ON N8M 1Y6

Wednesday, May 1, 2024

Town of Amherstburg
Town of Essex
Town of Kingsville
Town of LaSalle
Municipality of Leamington
Municipality of Lakeshore
Township of Pelee
Town of Tecumseh
City of Windsor
Municipality of Chatham-Kent
County of Essex

Regular Meeting of Council Tuesday May 14, 2024 Item No. 6. A.

Attention: Municipal Clerks for Distribution to Council

Re: 2023 Annual Progress Reports on the implementation of the Essex Region Source Protection Plan

The Source Protection Authority is required to prepare an annual progress report under S.46 of the Clean Water Act by 1 May of each year. The reports are required to describe the measures taken to implement the Essex Region Source Protection Plan (SPP), the results of any monitoring program, the extent to which the objectives in the SPP are being achieved, and other information required in the Regulations. The information used to prepare the Annual Progress Report comes from Implementing Bodies, who are required by Monitoring Policies in the SPP to prepare and submit a progress report to the SPA by February 1 of each year.

Annual Progress Report highlights

Of the 44 policies in the Essex Region SPP that address SDWTs, 38 (86%) are now fully implemented. Four policies (9%) are considered in progress and the remaining two policies have been reviewed and it has been determined that no further action is required.

Municipalities are required to include considerations for Source Water Protection in their next Official Plan update as per s.40 of the *Clean Water Act*. Zoning by-law conformity may also be required for certain policies in the Source Protection Plan as per s.42 of the *Clean Water Act* (see attached guidance for Official Plan conformity provided by the MECP). The County of Essex, Town of Essex, Town of LaSalle, Town of Tecumseh, and Town of Kingsville have completed their Official Plan conformity exercises; only the Town of Essex has completed their zoning by-law

conformity exercise. The County of Essex as an upper tier municipality does not require ZBL amendments. All Official Plans are required to include mapping to identify vulnerable areas where activities could pose a significant drinking water threat.

The remaining municipalities (6 of 11) have been reporting being in the process of amending their Official Plan to conform with the policies in the Essex Region SPP for the last several years. With the advent of Bill 23 and the delay in the release of the Provincial Direction and Provincial Policy Statement 2023, OP revisions are likely to be further delayed and it is unknown when they will be complete. For these reasons, the Committee unanimously choose to lower the score on Municipal Progress in 2022 and with minimal progress in 2023, it was the Committee's unanimous decision to retain the score of 'L – Limited Progress'. The Committee encourages municipalities to provide a target date by which the necessary information to bring their OPs into conformity with the Essex Region SPP. This can be completed as an issue-specific amendment under section 17 of the Planning Act, or under the mandatory comprehensive five-year review of their official plan under section 26 of the Planning Act.

All of the municipalities in the Essex Region delegated their authority to implement policies under Part IV of the *Clean Water Act* to the Essex Region Conservation Authority through an agreement that began in 2015 and has been extended to December 31, 2024. Risk Management Plans have been established for all of the identified existing significant drinking water threats in the Essex Region SPA. In 2023, three (3) RMPs were established for future (new) fuel threat(s) through s.59 municipal screening processes. Since the SPP took effect, 21 RMPs have been established through the s. 59 process for new (future) threats. Further details can be found in the attached 2023 Risk Management Official Annual Progress Report.

Harmful Algal Blooms (HABs) continue to be an annual occurrence and are identified as a drinking water issue for several of our drinking water intakes. While the policies in SPP related to HABs are non-legally binding, ERCA is committed to implementing relevant actions to reduce phosphorous in our region, and it is essential that we continue to highlight this international issue as a concern for our drinking water intakes.

ERSPA staff have been working with the SPC on a comprehensive review of the SPP and its policies. It is anticipated that these documents will be available for consultation in Fall 2024.

Katie Stammler, PhD., Source Water

Protection Program Manager

Essex Region Conservation Authority – Drinking Water Source Protection Page 3 of 3 2023 Annual Progress Reports on the implementation of the Essex Region Source Protection Plan May 1, 2024

Tom Fuerth, P.Eng, Chair, Essex Region
Source Protection Committee

Attached:

- 2023 Essex Region Source Protection Authority Annual Progress Report
- 2023 Risk Management Official Annual Progress Report

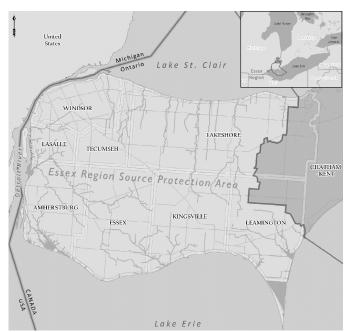




2023 ERPA Source Protection Annual Progress Report | 1 May 2024

I. Introduction

This annual progress report outlines the progress made toward implementing the policies in the Essex Region Source Protection Plan (SPP) for the Essex Region Source Protection Area (ERSPA), as required by the *Clean Water Act* and its Regulations. Our policies work by either eliminating or managing activities that could be considered a threat to our sources of drinking water and are based on the foundational knowledge that the actions we take on land have an impact on our local waterways and ultimately our sources of drinking water. Following an extensive process that included broad public input, the Essex Region SPP came into effect on October 1, 2015. This report highlights progress made toward implementation up to December 31, 2023, and highlights the actions taken from January 1 to December 31, 2023.



Scoring for certain elements of the Annual Progress Reports is based on the following:

Progressing Well/On Target (P) – Most of the policies have been implemented &/or are progressing.

Satisfactory (S) – Some of the policies have been implemented and/or are progressing. **Limited progress (L)** – A few of policies have been implemented and/or are progressing.

II. A message from your local Source Protection Committee

P – Progressing Well

The Essex Region Source Protection Committee has reviewed this report and once again it is our unanimous opinion that implementation of the policies in the Essex Region Source Protection Plan is progressing well.

The one area that seems to have reached a stalemate is the section that requires specific action by municipalities. The Committee is aware of the challenges that continue to delay the completion of the required review of Official Plan (OP) and Zoning By-Law documents that govern development. Various changes by the province to the governing laws by which the municipalities must conform have exacerbated their ability to produce and approve new OP and Zoning by-laws as quickly as we might like. The Committee suggests that, rather than waiting for the full review of existing documents to be completed, they see their way to adopt amendments that will be included in the final production of their fully updated documents. We are given to understand that the required amendment that would accomplish conformity with the Source Protection Plan is not onerous and has been adopted in new documents that have been finalized by other municipalities. The Committee also encourages SPA staff to offer their suggestions in this regard. Those municipalities that have not completed the required review exercise should be able to come into compliance with the requirement to incorporate Source Water Protection into their planning documents with this method. The Committee also feels that the Chair and SPA staff should appear before each of the elected council's members to put forward this suggestion.

Although the blue-green algae issue made it through another year at a somewhat lower severity than we have witnessed in previous years, the Committee is of the opinion that Source Protection staff should continue to monitor the ingredients that contribute to the annual occurrence of Harmful Algal Blooms. The Committee has been made aware that funding for some programs that support work on the ground (monitoring and stewardship) was discontinued in 2023, and that consistent and uninterrupted data and relationships are being lost. If we are not able to track conditions in the local environment our hands will be tied in making informed decisions regarding the efficacy of our Source Protection Program. Further, stewardship activities provide frontline interactions to encourage uptake of activities that will reduce nutrient loss to the environment. We encourage various funding sources to reconsider abandoning these programs.

III. Our Watershed

The Essex Region Source Protection Area (ERSPA) is approximately 1681 km² and coincides with the watershed boundaries of the Essex Region Conservation Authority (ERCA). The ERSPA is comprised of 28 smaller sub-watersheds, flowing northward into Lake St. Clair, westward into the Detroit River, or southward into Lake Erie. The area predominantly consists of a flat clay plain with the exception of some sandy areas, primarily in the southern portion of the Region. The predominant land use in the watershed is agriculture, due to the region's excellent farmland and growing conditions.

Municipal drinking water supplies in the Essex Region Watershed are drawn from surface water intakes in the Great Lakes system - Lake Erie, Lake St. Clair and the Detroit River. There are seven municipal Water Treatment Plants (WTPs) in the ERSPA, and one WTP outside of the ERSPA in Wheatley serving part of the Municipality of Leamington. Stoney Point and Lakeshore (Belle River) WTPs have their water intakes located in Lake St. Clair; the A. H. Weeks (Windsor) and Amherstburg WTPs have their intakes in the Detroit River; and the Harrow-Colchester South, Union, Pelee Island West Shore and the Wheatley WTPs have their intakes in Lake Erie. These municipal WTPs serve over 95 percent of the population in the ERSPA. The remaining population, less than five percent, depends on groundwater or hauled water.

In the ERSPA, the handling and storage of large volumes of liquid fuel (>15,000 L) was identified as a significant drinking water threat (SDWT). Modeling exercises showed that a spill of this volume of fuel close to any body of water could result in contamination of the source water at our drinking water intakes. This resulted in the delineation of an extensive Event Based Area (EBA) in which large volumes of fuel are considered a threat to our drinking water. To mitigate these threats, Risk Management Plans (RMPs) that show actions are being taken to prevent spills are required to be established in consultation with a Risk Management Official.

To learn more about Source Protection in the Essex Region, please visit our website: https://essexregionconservation.ca/source-water-protection/

IV. At a Glance: Progress on Source Protection Plan Implementation

Source Protection Plan Policies and Addressing Significant Risks P – Progressing Well

Of the 44 policies in the Essex Region SPP that address SDWTs, 38 (86%) are fully implemented and 4 (9%) are considered to be in progress. The remaining two policies have been reviewed and it has been determined that no further action is required.

Three (3) in progress policies use s.58 (risk management plans) in specific vulnerable areas to manage SDWTs. The RMO has conducted a review and has not encountered any existing SDWTs. However, these policies have been challenging to implement and the policy approaches will be reviewed in the next Source Protection Plan update. Any new potential SDWTs are captured during the s.59 screening process. One (1) in progress policy requires Windsor, Lakeshore and Amherstburg to prohibit sewage treatment tanks in IPZ-1s. This policy is implemented in Windsor and Lakeshore and will be included in Amhersburg's next Official Plan update. Importantly, this activity is also prohibited using a Prescribed Instrument policy and there are no existing threats.

2. Municipal Progress: Addressing Risks on the Ground

L – Limited Progress

All of the 11 municipalities in the ERSPA have vulnerable areas where SDWT policies apply. Municipalities are required to ensure that their planning and building decisions conform with the Essex Region SPP and must also ensure that their Official Plan conforms with the SPP upon the next Planning Act review.

The County of Essex, Town of Essex, LaSalle, Tecumseh and Kingsville have completed their required Official Plan (OP) conformity exercises. The remaining municipalities (6 of 11) are in the process of amending their OPs and have been for several years. ERSPA staff have reviewed some draft OP revisions, in some cases multiple times. With the advent of Bill 23 and the delay in the release of the Provincial Direction and Provincial Policy Statement 2023, OP revisions are likely to be further delayed and it is unknown when they will be complete. Importantly, the overall status of OP revisions is minimally changed from the previous annual report with limited progress since the Essex Region SPP came into effect. For these reasons, the Committee unanimously choose to lower the score on Municipal Progress in 2022 and with minimal progress in 2023, it was the Committee's unanimous decision to retain the score of 'L – Limited Progress'. The Committee encourages municipalities to provide a target date by which the necessary information to bring their OPs into conformity with the Essex Region SPP will be incorporated either through a complete update or Official Plan Amendment.

All lower tier municipalities are responsible for day-to-day land use planning and building permit decisions and have integrated source protection requirements to ensure that their planning and building decisions conform with the policies in the Essex Region SPP. Municipalities are encouraged to review this process annually to ensure its use and efficacy. The Essex Region Conservation Authority has been delegated by all of these municipalities to implement Part IV policies on their behalf. At the request of municipalities, ERSPA will deliver additional training to municipal staff in 2024.

3. Septic Inspections

Not applicable to the ERSPA. There are currently no polices in the Essex Region SPP that require mandatory septic inspections. However, the Committee notes that high levels of *E.coli* remain a concern for our local waterways and beaches. Landowners are encouraged to have their septic systems inspected and maintained regularly.

4. Risk Management Plans

P - Progressing Well

As of January 2019, threat verification inspections were carried out in accordance with the *Clean Water Act* by the RMO/I for all 384 existing properties originally identified in the ERSPA's Assessment Report to determine whether or not existing activities met the criteria to be considered a SDWT (the handling & storage of fuel). Of these, 96 were identified to be SDWTs. As of 2022, RMPs were established for all 96 existing threats.

Four (4) s.59 applications were reviewed in 2023 resulting in three (3) RMPs being established for new fuel threats. Since the SPP took affect, 21 RMPs have been established through the s.59 process for new threats. To date, all of the RMPs established for new fuel tanks have been for greenhouse construction and crude oil and brine operations. There have not been any applications reviewed for the other Part IV policies applicable to Lakeshore IPZ-1, Windsor IPZ-1, Windsor IPZ-2 and Amherstburg IPZ-1.

In 2022, the RMO began conducting compliance reviews for individuals with existing Risk Management Plans issued under a s.58 (existing threats). Due to staffing changes, compliance reviews were not conducted in 2023. Please refer to the supplementary Part IV 2022 Risk Management Services Report for further information and details.

5. Provincial Progress: Addressing Risks on the Ground

P – Progressing Well

The Essex Region SPP includes 17 policies that use Provincial Instruments (Environmental Compliance Approvals) to address SDWTs. Screening for future threats became mandatory the date the SPP came into effect (October 1, 2015). Our policies set out a timeline of 5 years (October 1, 2020) to review and make necessary changes to previously issued PIs to address existing SDWTs, this work was completed in 2018. Ontario Ministries screen new applications and amend Prescribed Instruments as needed to address any new SDWTs. As a result of this work, all of the policies that use Provincial Instruments in the Essex Region SPP are fully implemented.

As of December 2018, all 38 of the existing PIs were reviewed. Five of these were considered to be SDWTs where the PI was sufficient and no additional conditions were required to mitigate the SDWT. In 2023, no new applications for SDWTs were reviewed by Provincial Ministries in vulnerable areas of the Essex Region. Since 2016, 37 new applications for PIs have been reviewed in the ERSPA. No new SWDTs have been identified through this process.

6. Source Protection Awareness and Change in Behaviour

Road signs have been installed across the ERSPA as part of a provincial awareness initiative. The Ontario Ministry of Transportation (MTO) installed signs five signs in the Essex Region on Hwy 401, Hwy 77 and Hwy 3. Municipalities coordinated installation of more than 60 signs on local municipal and county roads. Signs continue to be replaced as needed.

These road signs identify sections of road where accidental spills could contaminate our sources of drinking water. As part of the Essex Region Source Protection Plan implementation, emergency responders have been notified about these zones so that our sources of drinking water can be protected in the event of a spill. The use of standardized signs throughout Ontario will help to raise public awareness about the importance of protecting our local sources of drinking water.

The main risk to drinking water in our local area is the handling and storage of liquid fuel. If a spill is observed, residents are advised to contact the Spills Action Center at 1-800-268-6060. To learn more about these road signs in the Essex Region, check out our video! https://www.youtube.com/watch?v=MwO3V1zsUAs

7. Source Protection Plan Policies: Summary of Delay

There have been no significant delays in the implementation of the Essex Region Source Protection Plan.

8. Source Water Quality: Monitoring and Actions

Harmful algal blooms (HABs) are an annual occurrence in Lake Erie and Lake St. Clair. HABs are formed by blue-green algae (or cyanobacteria) that produce a neurotoxin called microcystin, which is a parameter listed on Schedule 2 of the Ontario Drinking Water Quality Standards. The Essex Region SPC determined that microcystin was a drinking water issue for Lake Erie intakes in 2014. The data were reviewed for all of the intakes in the Essex Region in 2023, including those in Lake St. Clair, the Detroit River and Lake Erie. The SPC has determined that microcystin is a drinking water issue for all intakes based on that review. The SPP and Assessment Report will be updated accordingly.

Each fall, NOAA releases a final seasonal assessment for the severity of the Lake Erie HAB. The severity index ranges from zero to 10 and indicates the amount of bloom biomass over the peak 30 days of the bloom. These models are not currently able to predict nor report on the toxicity of the bloom. In 2023, the Lake Ere HAB received a score of 5.3, making it a moderately severe bloom but less severe than 2022. It is not yet possible to declare any trend in bloom severity, nor to determine whether on-the-ground actions are responsible for lowering bloom severity. Importantly, peak bloom periods are now longer. In 2010 the peak bloom period was 10 days, in 2022 it was 20-30 days.

The Source Protection Plan includes a policy to continue monitoring for phosphorus and microcystin, and a regional education and outreach policy for phosphorus, microcystin as a drinking water issue, and algae blooms in general. ERCA continues to be a leader in phosphorus monitoring and has integrated HABs into educational programs directed at a variety of target audiences. Unfortunately, in 2023, many of the funding streams that ERCA has relied upon for monitoring were not available. This resulted in a significant decrease in the number of samples taken and the number of sites monitored. Additionally, there were fewer opportunities to participate in outreach events. At the end of 2023, ERCA's Agricultural Stewardship program was put on hold unless or until additional sources of funding become available. At the time of this writing, there are new grants in place or pending that will reinstate some monitoring programs in 2024, but outreach and stewardship are still uncertain.

In 2023, ERCA published two important reports. The <u>Kingsville Leamington Nutrient Project</u> report uses 10 years of data (2012 – 2022) to explore trends and patterns in greenhouse and non-greenhouse influenced streams. The report uses multiple lines of evidence and shows that nutrient concentrations are higher in greenhouse-influenced streams. Importantly, concentrations are increasing in streams with newly built greenhouses. ERCA is working with Provincial and Federal agencies on next steps for monitoring and mitigation. The <u>Essex</u> <u>Region Phosphorus Management Plan</u> describes the status of phosphorus concentrations in local waterbodies, identifies sources of phosphorus in the Essex Region as well as knowledge gaps, and reduction strategies. It includes a list of Action Items that are intended to be a living document, updated as actions are completed and/or new actions identified.

9. Science-based Assessment Reports: Work Plans

The Essex Region SPA continues to make progress towards completing our s.36 update with a goal of finalizing the update by the end of 2024. The formal consultation process on new and amended policies will begin mid-2024. This process is about a year delayed in part due to the late release of the 2021 Director Technical Rules by the MECP, which were required to prepare new policies and updates to the majority of the existing policies in the Source Protection Plan. Staffing shortages and increased workload in other areas has also contributed to this delay.

10. More from the Watershed

Each year, Implementing Bodies are invited to include any success stories related to Source Water Protection through the Annual Reporting process. The SPC has chosen to highlight the actions taken by our municipalities that help meet the goals of Source Water Protection. Since 2019, several of our municipalities have declared a climate emergency and some have approved Climate Change Adaptation Plans that include actions that will also protect water quality through the reduction and/or mitigation of flooding and erosion. Many municipalities have subsidy programs that provide support for downspout disconnection and rain barrels to mitigate high flow events and backflow valves to prevent basement flooding. Municipalities are also updating sewer master plans with the inclusion and encouragement of riparian buffers, and planning for future flood mitigation. Community events like beach clean ups and tree plantings are supported. Municipalities are also examining their own internal processes and updating standard operating procedures for things like road salt application, sediment control during construction, stormwater management, fire fighting, spill containment, and incorporating low impact design where possible. While our municipalities are behind in updating their Official Plans, they have been taking clear actions to protect the environment, which in turn protects our sources of drinking water. The SPC wishes to acknowledge these actions and encourage our municipalities to continue down this path, especially in light of rising development pressures.

To learn more about our source protection region/area, visit our homepage: https://essexregionconservation.ca/source-water-protection/



Have you seen this Drinking Water Protection sign?

These signs are appearing across Ontario to raise awareness about the vulnerability of our municipal drinking water sources. Governments at the local and provincial level placed signs along roadways where a pollution spill could have a negative impact on our drinking water sources. The main risk to drinking water in the Essex Region Source Protection Area is the handling and storing of liquid fuel. These signs indicate areas where a spill of a large volume of liquid fuel could impact one of our drinking water intakes. If a spill is identified of if you observe what you suspect to be a harmful algal bloom (classic description is that it looks like green paint and often has a white/yellow scum on top), residents should contact the Spills Action Centre at 1-800-268-6060 or online: Spills Action Centre

2023 Risk Management Official Annual Progress Report

Prepared by:



PART IV IMPLEMENTATION – RISK MANAGEMENT SERVICES

INTRODUCTION

Source water is the water that supplies our drinking water treatment plants. Following the Walkerton Inquiry, the *Clean Water Act, 2006* became part of the Ontario government's commitment to protecting municipal drinking water systems from contamination and overuse, now and into the future. The *Clean Water Act* led to the creation of Source Protection Plans (SPPs) across Ontario. The <u>Essex Region SPP</u> came into effect on October 1, 2015 and the <u>Thames-Sydenham and Region SPP</u> came into effect on December 31, 2015.

The SPPs contain policies to ensure that <u>Significant Drinking Water Threat (SDWT) activities</u> identified in vulnerable areas near surface water intakes cease to be or never become a risk to source water. Municipalities are required to have a specially trained and certified Risk Management Official and Risk Management Inspector (RMO/I) to implement policies written under Part IV of the *Clean Water Act*. The municipalities in the Essex Region Source Protection Area (ERSPA) and the Municipality of Chatham-Kent in the Thames-Sydenham and Region Source Protection Region (TSRSPR) delegated these obligations to the Essex Region Conservation Authority (ERCA). This agreement began in 2015 and is renewed on a three-year cycle. The terms of the current agreement expire on December 31, 2024.

There are eight municipal surface water intake systems serving the municipalities in the ERSPA and the southernmost portion of the TSRSPR that have vulnerable areas where Part IV policies apply:

- Stoney Point Intake (Lake St. Clair)
- Lakeshore (Belle River) Intake (Lake St. Clair)
- Windsor (A.H) Weeks Intake (Detroit River)
- Amherstburg Intake (Detroit River)
- Harrow Colchester Intake (Lake Erie)
- Union Intake (Lake Erie)
- Wheatley Intake (Lake Erie)
- Pelee Island (Lake Erie)

This annual progress report details the progress made by the RMO/I toward the implementation of Part IV policies in both the ERSPA and TSRSPR Source Protection Plans, as required annually by the *Clean Water Act* and its Regulations. The report includes actions taken by the RMO/I between October 1, 2015 and December 31, 2023, highlighting actions between January 1, 2023 and December 31, 2023.

SIGNIFICANT DRINKING WATER THREATS

Activities on the land can pose threats to sources of municipal drinking water through spills and runoff. The above grade handling and storage of large volumes of liquid fuel was determined to be a SDWT in both the ERSPA and TSRSPR in an extensive vulnerable area (Event Based Area). There are additional SDWT activities identified in Lakeshore IPZ-1, Windsor IPZ-1, Windsor IPZ-2 and Amherstburg IPZ-1. The land portion of these areas, however, are small and/or predominantly residential or municipal land use where the identified activities are not likely to exist.



PART IV POLICIES, CLEAN WATER ACT

Part IV policies can be used to prohibit (Section 57) or manage (Section 58) activities identified as SDWTs. These policies apply to both existing and future (new) SDWTs located within vulnerable areas identified as Intake Protections Zones (IPZs) or Event Based Areas (EBA). Policies written using restricted land uses (Section 59) are intended to act as a screening tool by municipal planning and building staff to identify any potential new SDWTs that would be subject to Section 57 or Section 58 policies. In the Essex Region Source Protection Area, activities are only prohibited if they do not currently occur in identified vulnerable areas and are not likely to occur in the future. Most of the policies written to address identified and future SDWTs in the SPPs use Section 58, which requires the development of a Risk Management Plan (RMP) to minimize the risks to sources of municipal drinking water.

PROHIBITION (SECTION 57, PART IV POLICIES)

The Essex Region SPP contains six policies that prohibit specific SDWT activities using s.57 of the Clean Water Act. These prohibition policies currently only apply to Lakeshore IPZ-1, Windsor IPZ-1 and Amherstburg IPZ-1 where the designated land use precludes many of these activities. Prohibited activities include the following under specific circumstances as indicated in their relevant policies:

- The application and storage of Agricultural Source Material (ASM)
- The application and storage of Non-Agricultural Source Material (NASM)
- The storage of road salt (>5000 tonnes)
- The storage of snow (>1 ha)

There is no agriculturally zoned land in any of the subject vulnerable areas, therefore the application and storage of both ASM and NASM as defined in the policies cannot occur. In 2022, The RMO confirmed through a detailed review of aerial photography in ERCA's Georcortex, street view imagery from Google, and consultation with the City of Windsor that there are no existing storage structures for salt, nor large areas for snow storage in the subject vulnerable areas that meet the criteria to be a SDWT. The RMO is satisfied that there are no existing activities that are prohibited using s.57 polices. Municipalities have received training to screen for potential SDWTs that meet these criteria, and none have been identified since the Plan came into effect in 2015.

RISK MANAGEMENT PLANS (SECTION 58, PART IV POLICIES)

Risk Management Plans (RMPs) are agreements between the RMO and the person engaged in the activity, typically the landowner or business operator, to prescribe how a SDWT activity is managed on a specific property using appropriate risk management measures (RMMs). RMPs outline existing RMMs and identify additional RMMs required to prevent spills and contain one should it occur. RMPs may be straightforward in circumstances where persons are already implementing RMMs. RMPs are meant to be flexible and allow the activity to continue to occur, provided that RMMs agreed upon are followed. The person engaged in the activity is responsible for maintaining RMMs on site. The RMO/I monitors the implementation of RMPs once they are established and conducts compliance inspections. RMPs can be amended at any time following the effective to date to accurately reflect any changes on the site or to the SDWT activity.



The RMO/I provides guidance and assistance in the development of RMPs through site visits, emails, phone calls and additional meetings. Resources and templates were developed by Risk Management staff and are provided to the proponent during the negotiation of the RMP. The following risk management measures are typically included in RMPs: documentation of regular fuel tank inspections, an updated spill prevention and containment plan, spill emergency response plan and training for staff, and documentation that fuel storage tanks adhere to applicable fuel regulations and remain safe for refueling and storage.

The total number of RMPs established for existing and new significant drinking water threats, and the number of RMPs issued by Order in each municipality in the ERSPA and TSRSPR are reported in Table 1a and Table 1b. Table 2 provides a detailed annual accounting of the activities the RMO/I is required to report to the MECP in compliance with Section 81 of the *Clean Water Act* for the ERSPA. The RMO/I provides responses to the TSRSPR for inclusion in their report to the MECP.

There are three Part IV policies that remain in progress. These policies address the storage of hazardous waste and pesticide in Lakeshore, Windsor and Amherstburg IPZ-1 and the application of pesticide in Lakeshore, Windsor and Amherstburg IPZ-1 and Windsor IPZ-2. The RMO has conducted a thorough review of available information and did not find any existing SDWTs. The RMO is now working with municipalities to confirm that these activities do not currently exist and that new activities are being identified through s.59 screening. The specific pesticides identified are typically only used for agriculture. Importantly, these policies will be updated to align with the 2021 Director Technical Rules.

EXISTING ENUMERATED SIGNIFICANT DRINKING WATER THREAT ACTIVITIES

There were 384 potential SDWTS identified in the ERSPA Source Protection Plan and 33 potential SDWTs identified in the TSRSPR Source Protection Plan when the Plans were written. Threat verification inspections were completed to determine whether the fuel tanks installed on site met the criteria to be considered a SWDT (e.g. capacity, location in relation to the Event Based Area and contents of the fuel tanks). These threat verification inspections and windshield surveys confirmed that there were 96 existing SDWTs in the ERSPA and 9 existing SDWTs in the TSRSPR that required a RMP. As of October 2022, RMPs have been established for all existing SDWTs in both Source Protection Areas.

Of the existing SDWTS, six RMPs were issued by Order in the ERSPA and six in the TSRSPR. Eight of these properties are owned and operated by a corporation that oversees crude oil and brine operations. There was a breakdown in communication that necessitated the completion of the RMPs by Order. The remaining four RMPs issued by Order were for absentee owners of greenhouse cannabis operations.

RESTRICTED LAND USES AND THE WRITTEN DIRECTION (SECTION 59, PART IV POLICIES)

Section 59 (Restricted Land Use) policies serve as a screening process to identify new potential SDWTs through incoming municipal building and planning applications before they are established. If a project meets the criteria outlined in the Written Direction, proponents are notified that they must complete and submit a <u>Section 59 Application</u> to the RMO/I for review. Building or planning applications cannot proceed until the applicant has demonstrated that a SDWT activity will not pose a risk to drinking water sources (e.g. RMP established) and a written notice to proceed from the RMO/I has been issued.



Between October 1, 2015 and December 31, 2022, the RMO has received 55 applications in the ERSPA and 4 applications in the TSRSPR through Section 59 screening for new potential fuel threats in the Event Based Area. Of these, there were 21 instances in the ERSPA and 2 instances in the TSRSPR where an application met the criteria to be considered a SDWT, triggering the need for a RMP. In these cases, the process for developing a RMP was expedited and a notice to proceed was issued once the RMP was finalized and agreed to. In 2023, three RMPs in the ERSPA was established through the s.59 screening process. To date, all of the RMPs established for new fuel tanks have been for greenhouse construction and crude oil and brine operations. There have not been any applications reviewed for the other Part IV policies applicable to Lakeshore IPZ-1, Windsor IPZ-1, Windsor IPZ-2 and Amherstburg IPZ-1.

COMPLIANCE MONITORING

The RMO began working with individuals with existing Risk Management Plans to ensure compliance. A compliance checklist was circulated to all individuals who were issued a s.58 notice to proceed (existing threats) with a Risk Management Plan established. The compliance check is a self-assessment that allows the RMO to ensure that all documents are up to date and that properties with significant drinking water threat activities continue to implement appropriate Risk Management Measures.

The checklist includes the following items: Proof of adherence to the applicable fuel regulations (ensuring fuel tanks are certified to obtain fuel and/or installed by a TSSA technician), proof of fuel tank inspections, updates to the spill prevention and containment plan, updates to the spill and emergency response plan, and proof of employee training. Unfortunately, due to staffing shortage, compliance monitoring was put on hold for 2023.

MUNICIPAL INTEGRATION

The Risk Management Official will be providing refresher training to Planning and Building staff for municipalities in 2024 at their request. In addition, <u>training was recorded</u> that applies to all municipalities and is available on YouTube for new municipal staff or those wishing a refresher.

MOVING FORWARD IN 2024

Continuing actions and next steps for Risk Management Services in 2024 include:

- Continue monitoring established risk management plans to ensure compliance
- Review Section 59 Applications circulated to riskmanagement@erca.org as a result of incoming municipal building and planning applications for new developments
- Deliver municipal training sessions on Section 59 processes and Source Protection Plan policies
- Respond to requests from developers, consultants and municipal staff during pre-planning for sites identified through the Section 59 process
- Continue working with local businesses and landowners on negotiating and establishing Risk
 Management Plans; continue to assist and provide guidance to those affected by Part IV policies
- Renegotiate agreements with municipalities to continue providing Risk Management Services



March 2024

Table 1a – Total number of Risk Management Plans established for existing and future (new) significant drinking water threats in each municipality in the ERSPA since October 1, 2015 for existing threats (AR+) and new threats (s.59). The table also indicates the number of those RMPs that were issued by Order.

		Essex F	Region Sourc	e Protection	Area (ERS	PA)				
	Amherstburg	Essex	Kingsville	Lakeshore	LaSalle	Leamington	Pelee	Tecumseh	Windsor	Total
Total Identified threats in the AR	16	31	93	29	3	164	3	12	33	384
No RMP required (AR)	16	28	62	26	3	121	1	10	29	296
RMPs Required (AR)	-	3	31	3	-	43	2	2	4	88
Threats identified after the AR through field verification (AR +)	-	-	6	-	-	2	-	-	-	8
RMPs established (AR +)	-	3	37	3	-	45	2	2	4	96
RMPs established (s.59)	-	1	2	-	-	18	-	-	-	18
Number of RMPs Issued by Order under Part IV of the CWA	-	-	3	-	-	3	-	-	-	6
Total RMPs established		3	39	3		63	2	2	4	117

Table 1b – Total number of Risk Management Plans established for existing and future (new) significant drinking water threats in each municipality in the TSRSPR since October 1, 2015 for existing threats (AR+) and new threats (s.59). The table also indicates the number of those RMPs that were issued by Order.

Thames Sydenham and Region Source Protection Region (ERSPR)						
	Lakeshore	Leamington	Chatham Kent	Total		
Total Identified threats in the AR	6	9	18	33		
No RMP required (AR)	5	6	13	23		
RMPs Required (AR)	1	3	5	10		
Total threats identified after the AR through field verification (AR +)	-	-	-	-		
RMPs established (AR)	1	3	5	9		
RMPs established (s.59)	-	2	-	2		
Number of Orders Issued Under Part IV of the CWA	-	3	3	6		
Total RMPs established	1	9	1	11		



March 2024

Table 2 – Detailed activity report for the ERSPA provided by the RMO/I to the MECP to comply with Section 81 of the *Clean Water Act*. The RMO/I provides responses to TSRSPR for inclusion in their report to the MECP.

Essex Region Source Protection Area (ERSPA)								
Additional Part IV Reportables under Section 81 of the Clean Water Act (ERSPA)	2016	2017	2018	2019	2020	2021	2022	2023
RMPs established for existing threats (s.58)	0	1	14	34	38	7	2	0
RMPs established for new threats (s.59)	4	0	1	1	2	8	1	3
Total RMPs agreed to or established	4	1	15	35	40	15	3	3
s.59 Applications Received	18	2	2	4	7	12	9	4
S. 59 notices issued for activities to which neither S. 57 nor S.58 policies applied	14	2	1	3	5	4	6	2
S. 59 notices issued for activities to which a S.58 policy applied	4	0	1	1	2	8	1	2
Total S. 59 notices issued	18	2	2	4	7	12	7	4
Inspections* carried out for activities that are prohibited under S. 57	0	0	0	0	0	0	0	0
Inspections* carried out for activities that require a RMP under S. 58	14	32	47	63	32	0	2	0
Inspections* carried out for activities that were determined not to require a RMP under S.58	55	160	82	7	3	0	1	0
Total number of inspections	69	192	129	70	35	0	3	0
Notices issued where there were cases of contraventions and/or non-compliance with S.57	0	0	0	0	0	0	0	0
Notices issued where there were cases of contraventions and/or non-compliance S.58	0	0	0	0	0	0	0	0
Orders issued for contraventions and/or non-compliance found with S. 57	0	0	0	0	0	0	0	0
Orders issued for contraventions and/or non-compliance found with S.58	0	0	0	0	0	4	8	0
Total number of notices and/or orders issued under Part IV of the CWA	0	0	0	0	0	4	8	0

^{*}Inspections imply that the RMO/I had a physical presence on the site, including follow-up site visits, e.g., threats verification visit, including drive-bys, if applicable. Phone calls and emails are not considered to be an inspection.



Page 1

Township of Pelee List of Accounts for Approval

Date Printed 5/6/2024 3:12 PM

Batch: 2024-00045 to 2024-00052

Bank Code - General - General Bank Account

COMPUTER CHEQUE

Payment #	Date Vendor Name			
	Invoice #	Reference	Invoice Amount Pay	ment Amount
6537	4/22/2024 Employee Reimbur			
	2024-01	JD Blades & Wheels	353.72	353.72
6538	4/22/2024 Bondy Auto & Truc		0.040.00	
	39589	04 GMC Inspection/Repairs	2,216.92	0 000 50
0500	39602	Water Truck Service/Repairs	7,115.61	9,332.53
6539	4/22/2024 WM Maxey	O: /D : /M : /	0.440.00	0.440.00
0540	1176	Signs/Repairs/Maint	2,440.80	2,440.80
6540	4/22/2024 Delage Landen Fin		202.44	
	9504311	Back Copier/Printer Lease	233.44	
	9504310	Copier/Lease	75.65	309.09
6541	4/22/2024 D & T Auto Parts			
	8315-1271179	Supplies	309.30	309.30
6542	4/22/2024 Essex, County of			
		ccrual 3rd Quarter EMS Services	18,875.00	
		ccrual EMS Adjustments	5,750.00	24,625.00
6543	4/22/2024 Employee Reimbur	rsement		
	2024-01	Co-op Student Dinner	114.44	114.44
6544	4/22/2024 Employee Reimbur			
	2024-02	Keys/Maintenance	140.97	140.97
6545	4/22/2024 McTague Law Firm	1		
	326235	Legal Admin	3,079.25	
	327203	Legal Admin	446.35	3,525.60
6546	4/22/2024 Minister of Finance)		
	2024-05	OPP LSR May	12,275.00	12,275.00
6547	4/22/2024 Pitney Bowes			
	3202361544	Postage Meter Lease	194.48	194.48
6548	4/22/2024 Public Safety Servi	ices		
	3434	Communication	2,031.74	2,031.74
6549	4/22/2024 Employee Reimbur	rsement		
	2024-01	Fuses	10.49	10.49
6550	4/22/2024 WFS Ltd.			
	6043250	2" PVC Food Gr Suction Hose	1,113.05	1,113.05
6551	4/22/2024 Zelinka Priamo Ltd	l.	,	
	2024-00204	General Consulting	2,212.97	
	2024-00509	General Consulting	1,087.63	
	2024-00614	General Consulting	1,638.50	
		ccrual General Consulting	3,073.60	8,012.70
6552	4/30/2024 D & T Auto Parts	Gordan Gornoran Gornoananig	0,070.00	0,012.70
	8315-1270941	Ford 50/50 Coolant	53.92	53.92
6553	4/30/2024 Employee Reimbur		00.02	00.02
0333	2024-05	Mileage	85.68	85.68
6554	4/30/2024 JBJ Trucking	Willeage	03.00	03.00
0004	78329	Water Testing	22.05	22.05
CEEE		Water Testing	33.05	33.05
6555	4/30/2024 Ontario Clean Wate	•	767.01	767.01
0550	INV000040385	Operator Support Agreement	767.01	767.01
6556	4/30/2024 Sausage Dog Pron		22.2=	~~ ~=
	1218	Business Cards/Stationary	93.97	93.97
6557	4/30/2024 WFS Ltd.			
	6052230	Culvert Pipe / Sign Supplies	161.97	161.97
			Page 2	8 of 60

Township of Pelee List of Accounts for Approval Batch: 2024-00045 to 2024-00052

COMPUTER CHEQUE

Payment #	Date	Vendor Name			
		Invoice #	Reference	Invoice Amount Pag	yment Amount
6558	5/2/2024	Bell Canada Public A	ccess		
		173452	Airport Phone	56.50	56.50
5559	5/2/2024	Minister of Finance			
		302204241623046	OPP LSR June	10,183.00	10,183.00
5560	5/2/2024	Palichuk Farms Ltd.			
		2024-01	Tree Removal East Shore	15,820.00	15,820.00
5561	5/2/2024	Robillard's Welding			
		2853	Blade Repair	550.86	
		2852	Rhino Mower Repair	960.50	1,511.36
3562	5/2/2024	Stantec Consulting L	td.		
		1891363	Permitting	8,586.12	8,586.12
5563	5/2/2024	Toromont Cat			
		PS002574683	CAT Backhoe Parts	215.48	
		PS170814747	CAT Backhoe Parts	257.43	472.91
564	5/2/2024	Employee Reimburse	ement		
		2024-01	Supplies/Concessions	672.79	672.79
565	5/2/2024	WFS Ltd.			
		6039074	Supplies	146.09	
		6053877	Supplies	60.43	
		6053878	Supplies	207.64	414.16
3566	5/2/2024	Xerox Canada Ltd.			
		F62194811	Alta C8145	164.79	
		F62215842	B405DN Printer	32.37	197.16
5567	5/6/2024	Leamington Sanitation	on		
		27975	Fish Pt Partnership	367.25	367.25
5568	5/6/2024	Technical Standards	•		
		9794526	Fuel Safety	448.00	448.00
5569	5/6/2024	Toromont Cat	•		
		PS170814626	Equipment Maint.	871.57	871.57
570	5/6/2024	Truax Lumber and Bu			
· = · -		2404-194295	Wood Sign Posts	539.69	539.69
			3	Total Computer Cheque:	106,125.02

OTHER

Payment #	Date	Vendor Name			
-	In	voice #	Reference	Invoice Amount Pa	ayment Amount
2024166	4/19/2024	Collabria VISA			
	20)24-04MF	Various Depts.	934.12	934.12
2024167	4/19/2024	Bell Conferencing In	c.		
	11	16934015	Conference line	33.90	33.90
2024168	4/19/2024	IT International Telec	com		
	I-3	3963	Installation Mobilization	1,539,712.01	1,539,712.01
2024169	4/19/2024	Bell Canada			
	72	242200/24-03	Campground	149.54	149.54
2024170	4/19/2024	Collabria VISA			
	20)24-04/KH	Various Depts	3,209.02	3,209.02
2024171	4/23/2024	Green Shield Canada	a		
	15	5865830	Benefits	7,308.65	7,308.65
2024172	4/23/2024	The North Frontenac	Telephone		
	82	2	PM/Engineer/Mat.	2,647,332.09	2,647,332.09

Page 29 of 60

Page 2

Township of Pelee List of Accounts for Approval Batch: 2024-00045 to 2024-00052

OTHER

Payment #	Date	Vendor Name			
		Invoice #	Reference	Invoice Amount P	ayment Amount
2024173	4/23/202	4 TD Canada Trust			_
		2024-03	Loan Payment	965,048.50	965,048.50
2024174	5/1/2024				
		2024-03	Employee Prem	2,316.38	2,316.38
2024175	5/2/2024	•	0.11.1	007.05	227.25
2024476	E/2/2024	2024-04 OMEDS	Cellphones/Wifi	327.25	327.25
2024176	5/2/2024	OMERS 2024-04	Monthly Domittoness	0 225 60	9 225 60
2024176	5/2/2024		Monthly Remittances	8,235.60	8,235.60
2024176	5/2/2024	2024-05	Source Deuctions	13,639.27	13,639.27
2024177	5/2/2024			10,000.27	10,000.21
	0.2.202.	22029298	Gravel	288.53	288.53
2024178	5/2/2024		poration		
		22029793	Gravel	317.16	317.16
2024179	5/2/2024	Southwestern Sales Cor	poration		
		22029572	Gravel	367.80	367.80
2024180	5/1/2024	Municipal Property Asse			
		1800035321	2nd Quarter 2024	6,144.43	6,144.43
2024181	5/6/2024	•			
	=1010004	20208808/24-04	EMS/CLINIC	885.94	885.94
2024182	5/6/2024	•		000.00	000.00
2024402	E/C/2024	28439559/24-04	Street Lights	266.92	266.92
2024183	5/6/2024	Hydro One Networks Inc 83434620/24-04	i. TS	32.15	32.15
2024184	5/6/2024		• =	JZ. 10	02.10
2024104	3/0/2024	15610196/24-04	Office	155.60	155.60
2024185	5/6/2024			100.00	100.00
	0.0.00	77827919/24-04	WWS	1,358.15	1,358.15
2024186	5/6/2024		·.	•	,
		44044132/24-04	Roads	154.99	154.99
2024187	5/6/2024	Hydro One Networks Inc	. .		
		80314452/24-04	Airport	249.72	249.72
2024188	5/6/2024				
		52014502/24-04	Marina Docks	47.64	47.64
2024189	5/6/2024	•		05.54	05.54
2024400	E/C/2024	78222686/24-04	Marina Office	65.54	65.54
2024190	5/6/2024	Hydro One Networks Inc 24303346/24-04	Bonnett Building	34.74	34.74
2024191	5/6/2024		•	34.74	34.74
2024191	5/6/2024	03311425/24-04	 Campground	98.94	98.94
2024192	5/6/2024			30.34	30.34
	0,0,202	03357410/24-04	CM	376.16	376.16
2024193	5/6/2024		·.		
		92357408/24-04	Farm	179.46	179.46
2024194	5/6/2024	Hydro One Networks Inc	: .		
		62688802/24-04	West Washroom	257.38	257.38
2024195	5/6/2024	•			
		92398228/24-04	BM(N)	135.57	135.57
2024196	5/6/2024	•			_
		05280434/24-04	EWS	237.10	237.10
2024197	5/6/2024	Hydro One Networks Inc	. .	•	20 -100
				Page	30 of 60

Page 3

Date Printed 5/6/2024 3:12 PM

Township of Pelee List of Accounts for Approval Batch: 2024-00045 to 2024-00052

Batch: 2024-00045 to 2024-00052 Page 4

OTHER

Payment #	Date	Vendor Name			
-		Invoice #	Reference	Invoice Amount P	ayment Amount
		05283161/24-04	BM(W)	1,139.08	1,139.08
2024198	5/6/2024	Grand & Toy			
		8844585	Supplies	142.39	142.39
2024199	5/6/2024	Pelee Island Co-Op			
		5716	Credit	94.35	
		1511	Diesel	4,670.61	
		1510	Diesel	4,890.10	
		453627	Supplies/Fuel	433.40	
		453680	Fuel	695.20	
		453713	Supplies	121.93	
		453712	Supplies/Fuel	60.71	10,966.30
2024200	5/6/2024	GFL Environmental	Inc.		
		GW0001185507	TS Bin Rental / Removal	8,980.40	8,980.40
				Total Other:	5,221,128.42
				Total General:	5,327,253.44

Certified Correct This Monday, May 06, 2024

Mayor, Catherine Miller

Treasurer, Michelle Feltz

THE CORPORATION OF THE TOWNSHIP OF PELEE REPORT NO. 2024 - 18 MF

Author's Names: Michelle Feltz	Report Date: May 7, 2024
Resolution #:	Date to Council: May 14, 2024

To: Mayor and Members of Council

Subject: Transfer to Reserves and Reserve Funds for the 2023 Fiscal Yearend

1. **RECOMMENDATION:**

It is recommended that:

- 1. The report from the Treasurer dated May 7, 2024 regarding the transfer to reserve and reserve funds for the 2023 fiscal yearend **BE RECEIVED**;
- 2. The amounts noted in the financial matters section of this report, as part of the audit process, be transferred as recommended and that the balances at December 31, 2023 **BE ACCEPTED.**

EXECUTIVE SUMMARY:

Legislative Authority

Section 417 of the Municipal Act, 2001 (the Act) allows for the establishment of reserve funds and outlines the requirements regarding the procedures in allowing for the use of reserve funds as follows:

"Reserve funds" Every municipality and local board, as defined in the Municipal Affairs Act, and any other body exercising a power with respect to municipal affairs under any Act in unorganized territory may in each year provide in its budget for the establishment or maintenance of a reserve fund for any purpose for which it has authority to spend money. 2001, c. 25, s. 417 (1).

"Approval" If the approval of a municipality is required by By-Law for a capital expenditure or the issue of debentures by or on behalf of a local board, the local board must obtain the approval before providing for a reserve fund for those purposes in its budget. 2001, c. 25, s. 417 (2).

"Expenditure of Reserve Funds" A municipality may by By-Law, provide that the money raised for a reserve fund established under subsection (1) may be spent, pledged or applied to a purpose other than that for which the fund was established. 2001, c. 25, s. 417 (4).

Definitions

Reserve Fund - funds set aside for a specific purpose as required by provincial legislation, a municipal by-law, or agreement. Reserve Funds receive an annual interest allocation based on the average annual balance. The Township of Pelee has both Obligatory and Discretionary Reserve Funds.

Obligatory Reserve Fund - funds set aside and legally restricted by provincial legislation, a municipal by-law, or agreement. The funds are raised for a specific purpose and cannot be used for any other purpose.

Discretionary Reserve Fund - funds set aside for a specific purpose by Council and legislated by municipal by-law. If Council should decide to spend the money for purposes other than what it was originally intended for, then a new by-law must be passed under section 417(4) of the Municipal Act.

Reserve - funds set aside by approval of Council and not restricted by legislation. Reserves can be related to projects that are of a nature prescribed and managed by approval of Council. Reserves do not receive an annual interest allocation. A municipality may establish reserve funds and may pass bylaws to authorize expenditures from those funds.

The following by-laws provide the administrative structure required to set up reserves and reserve funds within the Township of Pelee:

By-law #2015-51 to establish a Federal Gas Tax Reserve Fund,

By-law #2015-52, to establish Reserves and Reserve Funds,

By-law #2015-53, to adopt a General Reserve and Reserve Fund Policy.

Annually, the Township of Pelee approves allocation of reserve and reserve funds through the budget estimate by-law.

3. FINANCIAL MATTERS:

It is recommended that the following amounts be transferred to reserves and reserve funds as of December 31, 2023. Amounts are rounded to the nearest dollar.

<u>Unexpended Capital</u> – The funds for the following capital projects or items were not utilized or were budgeted for the purpose of establishing a reserve in 2023. It is recommended that these amounts be transferred or retransferred to the funding source reserves as a result. These funds can be reallocated to 2024 as part of the budget process.

	2023 Year End Transfer	
Description	to Reserves	Reserve Account Allocation
Annual Shoreline Allocation	\$200,000	Capital-Shoreline
Fleet/Equipment	\$70,000	Capital-Fleet
Parks Mower	\$3,500	Capital-Parks
Water Equipment	\$9,200	Capital-Water

Ongoing Grant Projects – The following grant funds or funds receivable will be placed in reserves at 2023 year end and reallocated in the 2024 budget as required.

	2023 Year End Transfer	
Description	to Reserves	Reserve Account Allocation
Improving Connectivity for Ontario-		
Broadband	\$835,713	Grants-Broadband
Universal Broadband Fund-Broadband	\$2,507,141	Grants-Broadband
Transport Canada-Pretransfer Process	\$65,978	Grants-North Wharf
Modernization Grant	\$14,600	Grants-MMAH

<u>Unexpended Operating Funds</u> – Generally, unspent operating funds are allowed to lapse and become part of an overall surplus or deficit for the year in question. However, in certain circumstances Council may transfer all or part of a departmental items surplus to reserves for these funds to be directed to departments or projects as originally intended. There is no recommendation of operating funds to be transferred to reserve at December 31, 2023.

<u>Drainage</u> – The amount of the drainage reserves at December 31, 2023:

Description	Balance December 31, 2023 (rounded to the nearest \$)
Big Marsh Drainage System	\$47,401
Curry Marsh Drainage System	\$67,877
Hamel Drain Extension	\$69,000

Canada Community-Building Fund (formerly Federal Gas Tax) – The agreement between the Association of Municipalities of Ontario and the Government of Canada requires that all unspent CCBF funds be deposited in a reserve fund at the end of each year. The Township received \$15,554.21 in CCBF funding in 2023. This amount plus interest earned of \$330.38 will be transferred to the CCBF reserve fund as per the agreement and reporting requirements. This allocation plus previous transfers will result in a total of \$59,654.61 in the CCBF reserve fund as at December 31, 2023.

Ontario Community Infrastructure Fund-Formula Component – The unspent funds as per the agreement with the provincial government are to be allocated in a reserve fund. The Township received \$100,000 in OCIF-FC funding in 2023. This amount plus interest earned of \$1,514.30 will be transferred to the OCIF FC Reserve Fund as per the agreement and reporting requirements. This allocation less transfers approved in the 2023 budget estimates will result in a total of \$153,342.36 in the OCIF-FC Reserve fund as at December 31, 2023.

Capital Funding Allocation

Historical allocation and procedural variance with respect to capital funding has resulted in an over statement of reserves from 2015 to 2019. It is important to note that capital projects were funded in the year they were acquired or undertaken. However, transactions were allocated through operations rather than the applicable funding sources which resulted in an over statement of reserves totalling \$1,190,343. Upon review by the treasurer and auditor it is recommended that reallocation of the funds will be corrected by an annual budget amount of \$100,000 to be funded through surplus until the overstatement has been eliminated. Reserve and reserve fund balances established during previous budget and audit functions will not be affected. The unaudited reserve balance at December 31, 2023 is noted in detail further in this report.

4. **SUMMARY**:

	Balance at	
Reserve Description ·	December 31, 2023	
Canada Community Building Fund (formerly AMO Federal	\$59,655	
Ontario Community Infrastructure Fund-Formula Componer	\$153,342	
MMAH Modernization	\$106,141	
Safe Restart	\$32,000	
North Wharf Pretransfer Processs	\$65,978	
Improving Connectivity for Ontario-Broadband	\$3,965,785	
Universal Building Fund-Broadband	\$11,603,741	
Tourism	\$8,300	
Drainage Reserve-Big Marsh	\$47,401	
Drainage Reserve-Curry Marsh	\$67,877	
Drainage-Other- Hamel Drain Extension	\$69,000	
Official Planning Fees	\$35,000	
Community Groups	\$25,098	
		\$16,239
Capital Reserves		
Shoreline	\$431,058.00	
Fleet Reserve	\$70,000.00	
East Park Campground	\$34,293.63	
Transfer Station	\$31,178.04	
Parks/Airport	\$19,914.89	
Airport	\$32,850.00	
Roads	\$306,024.00	
Fire	\$41,000.00	
Water	\$90,091.00	\$1,056

Total reserve balance at December 32, 2023 \$17,295,729

Michelle Feltz **Treasurer**

Kristine Horst

Township Administrator & Clerk

/ **MF**

Attachments:

None



Author's Name: Kristine Horst	Report Date: May 9, 2024	
Resolution #:	Date to Council: May 14, 2024	

To: Mayor and Members of Council

Subject: Emergency Management Program Updates

1. **RECOMMENDATION:**

It is recommended that:

- 1. The report from the Township Administrator & Clerk/CEMC dated May 9, 2024, on Emergency Management Program Updates **BE RECEIVED**; and
- 2. The Emergency Management Program By-Law **BE ADOPTED** at the May 14th Regular Meeting of Council.

2. BACKGROUND:

The *Emergency Management and Civil Protection Act* (EMCPA) and its supporting Regulation 380/04 (O Reg 380/04) provide a number of requirements for both ministries and municipalities to be compliant with on an annual basis. Items include as follows:

- Appoint a Community Emergency Management Coordinator;
- Establish an Emergency Management Program Committee;
- Develop and review a Hazard Identification and Risk Assessment;
- Develop and review a Critical Infrastructure List;
- Develop and review a Municipal Emergency Plan (Emergency Response Plan);
- Establish a Municipal Emergency Control Group;
- Establish an Emergency Operations Centre;
- Appoint an Emergency Information Officer;
- Develop and provide public education;
- Conduct an annual review of the Emergency Management Program; and
- Adopt any necessary Emergency Management Program By-law(s)

As per the Emergency Management and Civil Protection Act (EMCPA), the emergency plan that a municipality is required to formulate under subsection 3 (1) of the Act shall consist of an emergency response plan. An emergency response plan shall,

- a. assign responsibilities to municipal employees, by position, respecting implementation of the emergency response plan;
- b. set out procedures for notifying the members of the municipal emergency control group of the emergency.

During the 2023 annual review of the Township of Pelee's Emergency Management Program, it was determined the Emergency Response Plan (ERP) required updates. As such, the Community Emergency Management Coordinator (CEMC), with assistance from other members of the Emergency Management Program Committee (EMPC), drafted a revised plan which was adopted by By-Law No. 2023-76 on December 12, 2023.

In order for the Township of Pelee to be compliant under the *Emergency Management* and *Civil Protection Act (EMCPA)* this Emergency Response Plan along with appointments to the Emergency Management Program Committee and Municipal Emergency Control Group, and other requirements under the EMCPA must be adopted by By-Law before December 31 of each year (if updates are needed).

The Township was compliant with all provisions within the EMCPA for 2023. In April 2024, the Township received the official notice of EMCPA compliance.

3. <u>DISCUSSION</u>:

Based on meetings with the municipality's EMPC/MECG, the current focus for 2024 updates and improvements will be on additional annexes and procedures within the Emergency Response Plan. In addition, members of the EMPC/MECG are furthering their Emergency Management training by completing the EM 200, Basic Emergency Management course.

Since the hire of an Operations Manager for the Township of Pelee in April 2024, it has also been determined that this position would be of great benefit to the EMPC/MECG. Therefore, it is recommended that Council approve the appointment of the Operations Manager to the EMPC/MECG. In addition, it is also recommended that the Operations Manager be appointed as an Alternate Community Emergency Management Coordinator (CEMC).

4. **FINANCIAL MATTERS**:

N/A

5. CONSULTATIONS:

Operations Manager, Rob Arsenault

Emergency Management Program Committee/Municipal Emergency Control Group

6. CONCLUSION:

That the Township of Pelee was compliant under the Emergency Management and Civil Protection Act for 2023, and that the CEMC, with support from the Emergency Management Program Committee and Municipal Emergency Control Group, recommend the appointment of the Operations Manager to the EMPC and MECG, as well as appointing the Operations Manager as an Alternate CEMC.

Kristine Horst

Township Administrator & Clerk

KH

Attachments:

2023 EMCPA Compliance Letter

DEPARTMENTS/OTHERS CONSULTED:

Name:

Title: **Email:**

Treasury Board Secretariat

Emergency Management Ontario

25 Morton Shulman Avenue Toronto ON M3M 0B1 Tel: 647-329-1200

Secrétariat du Conseil du Trésor

de la gestion des situations d'urgence Ontario

25 Morton Shulman Avenue Toronto ON M3M 0B1 Tél.: 647-329-1200



April 15, 2024

Township of Pelee

Dear Kristine Horst - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 412 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2023, of which 405 were advised they appeared to satisfy their EMCPA requirements.
- Of the 7 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not designating an Emergency Information Officer;
 - CEMC did not complete training;
 - Not completing the annual MECG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Holly Robert

Email: holly.robert@ontario.ca

Phone: 437-217-0230

Sincerely,

Heather Levecque Assistant Deputy Minister and Chief, Emergency Management Treasury Board Secretariat

cc: Mayor Cathy Miller



Author's Name: Bill Tetler	Report Date: May 11, 2024
Resolution #:	Date to Council: May 14, 2024

To: Mayor and Members of Council

Subject: Trailer Agreement

1. **RECOMMENDATION:**

It is recommended that:

- 1. Council APPROVE the Trailer Agreement for Lemmon; and
- 2. Council delegate the authority to grant approvals for Trailer Agreements to Administration.

2. <u>BACKGROUND</u>:

In March 2024, Township Council adopted Trailer By-law 2024-08 and as such allowed a property owner to locate a trailer on the property for use during construction when a Building Permit has been procured. By-law 2024-08 stipulates that the owner must enter into an agreement with the Township, but does not grant Administration permission to enter into said agreements.

3. <u>DISCUSSION</u>:

On April 23, 2024 a trailer was observed on the property known as 1910 East Shore belonging to Mr. Lemmon. Lemmon has procured a Building Permit with the Town of Leamington. As per Bylaw 2024-08, section 4.3 states

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

Administration will confirm that all requirements have been met before entering into an agreement with Lemmon on 1910 East Shore Rd.

4. **FINANCIAL MATTERS**:

There is no financial impact associated with this report.

5. CONSULTATIONS:

Kristine Horst, Clerk

6. <u>CONCLUSION</u>:

That Township Council agree to enter an agreement with Mr. Lemmon for the Property known as 1910 East Shore for a period of one (1) year and that Council delegate authority to the Clerk to enter said agreements moving forward should all the criteria be met.



Bill Tetler

By-law Enforcement Officer, Contracted Services Town of Amherstburg

BT

DEPARTMENTS/OTHERS CONSULTED:

Name:

Title: Email:



From the Office of the Clerk

The Corporation of the County of Prince Edward
T: 613.476.2148 x 1021 | F: 613.476.5727
clerks@pecounty.on.ca | www.thecounty.ca

March 28, 2024

Please be advised that during the regular Council meeting of March 26, 2024 the following resolution regarding support for 'a call to action' to meet the deadline of an Accessible Ontario by 2025 was carried.

RESOLUTION NO. 2024-151

DATE: March 26, 2024

MOVED BY: Councillor MacNaughton

SECONDED BY: Councillor Pennell

WHEREAS the Accessibility for Ontarians With Disabilities Act (AODA) is ground-breaking legislation, created to help people with disabilities fully participate in society, bring them to the table in crafting regulations, and build mechanisms to enforce standards;

WHEREAS Rich Donovan, an expert in accessibility issues, was appointed as the Independent Reviewer of the Act in 2022, and in his 2023 legislative review declared a crisis as a necessary catalyst to get Ontario back on track for accessibility;

WHEREAS at least 2.9 million Ontarians currently live with a disability, representing at least 22% of the consumer base and the workforce, but due to barriers, Ontarians with disabilities are too often falling short of their full potential;

WHEREAS the AODA aims to develop, implement and enforce standards related to goods, services, accommodation, employment and buildings before Jan. 1, 2025, and municipalities, as the level of government closest to the people are at the front lines, developing, implementing and enforcing these standards without meaningful guidance on its implementation and/or enforcement by the Province;

WHEREAS people with disabilities and advocates, including Prince Edward County's Accessibility Advisory Committee, note the slow pace of current and previous Ontario governments in implementing the AODA and there are growing concerns there will be no renewed push to keep accessibility issues at the forefront after 2025;

WHEREAS Prince Edward County is dedicated and committed to creating a welcoming environment so that all people may have equitable access to programs, goods, services and facilities, but making investments to achieve the AODA



From the Office of the Clerk

The Corporation of the County of Prince Edward T: 613.476.2148 x 1021 | F: 613.476.5727

clerks@pecounty.on.ca | www.thecounty.ca

standards has been challenging given the lack of consistent and stable funding for municipalities to remove accessibility barriers:

THEREFORE BE IT RESOLVED THAT the Council of Prince Edward County strongly encourages action on the part of the Provincial Government to urgently:

- create a "Municipal Accessibility Fund" for municipalities to develop, implement and enforce AODA standards related to goods, services, accommodation, employment and buildings. Such a fund could be modeled after the Canada Community-Building Fund or the Ontario Cannabis Legalization Implementation Fund on a per household basis:
- b) to commit to working with municipalities to implement the Donovan Review immediate crisis recommendations;

AND FURTHER THAT the Mayor write a letter in support of this resolution to the Minister of Seniors and Accessibility, and that a copy of this resolution be sent to the Premier of Ontario, the Minister of Seniors and Accessibility, the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Federation of Canadian Municipalities, the Association of Municipalities of Ontario, and the Eastern Ontario Wardens Caucus, and all Ontario Municipalities.

CARRIED

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor MacNaughton, Councillor Pennell, and Marcia Wallace, CAO



April 24, 2024

Regular Meeting of Council Tuesday May 14, 2024 Item No. 8. B.

The Honourable Doug Ford Premier of Ontario Legislative Building Queens Park Toronto ON M7A 1A1

DELIVERED VIA EMAIL

Dear Premier Ford,

Re: Motion regarding Accessible Ontario by 2025

Please be advised that at its regular meeting of April 23, 2024, Loyalist Township Council passed the following resolution:

Resolution 2024-93

Moved by Councillor Proderick Seconded by Councillor Willis

WHEREAS the Accessibility for Ontarians With Disabilities Act (AODA) is ground-breaking legislation, created to help people with disabilities fully participate in society, bring them to the table in crafting regulations, and build mechanisms to enforce standards:

WHEREAS Rich Donovan, an expert in accessibility issues, was appointed as the Independent Reviewer of the Act in 2022, and in his 2023 legislative review declared a crisis as a necessary catalyst to get Ontario back on track for accessibility;

WHEREAS at least 2.9 million Ontarians currently live with a disability, representing at least 22% of the consumer base and the workforce, but due to barriers, Ontarians with disabilities are too often falling short of their full potential;

WHEREAS the AODA aims to develop, implement and enforce standards related to goods, services, accommodation, employment and buildings before Jan. 1, 2025, and municipalities, as the level of government closest to the people are at the front lines, developing, implementing and enforcing these standards without meaningful guidance on its implementation and/or enforcement by the Province;



WHEREAS people with disabilities and advocates note the slow pace of current and previous Ontario governments in implementing the AODA and there are growing concerns there will be no renewed push to keep accessibility issues at the forefront after 2025:

WHEREAS Loyalist Township is dedicated and committed to creating a welcoming environment so that all people may have equitable access to programs, goods, services and facilities, but making investments to achieve the AODA standards has been challenging given the lack of consistent and stable funding for municipalities to remove accessibility barriers;

THEREFORE BE IT RESOLVED THAT the Council of Loyalist Township strongly encourages action on the part of the Provincial Government to urgently:

- a) create a "Municipal Accessibility Fund" for municipalities to develop, implement and enforce AODA standards related to goods, services, accommodation, employment and buildings. Such a fund could be modeled after the Canada Community-Building Fund or the Ontario Cannabis Legalization Implementation Fund on a per household basis;
- **b)** to commit to working with municipalities to implement the Donovan Review immediate crisis recommendations;

AND FURTHER THAT a copy of this resolution be sent to Honourable Doug Ford, Premier of Ontario, Honourable Raymond Sung Joon Cho Minister of Seniors and Accessibility, Honourable Micheal Parsa, Minister of Children, Community, and Social Services, Honourable Sylvia Jones, Minister of Health, Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Federation of Canadian Municipalities, the Association of Municipalities of Ontario, and the Eastern Ontario Wardens Caucus, and all Ontario Municipalities for their support.

Motion carried.



Sincerely,

anne Kantharaxu

Anne Kantharajah Township Clerk <u>akantharajah@loyalist.ca</u> 613-386-7351 Ext. 121

cc: Honourable Raymond Sung Joon Cho Minister of Seniors and Accessibility
Honourable Micheal Parsa, Minister of Children, Community, and Social Services
Honourable Sylvia Jones, Minister of Health
Honourable Paul Calandra, Minister of Municipal Affairs and Housing,
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Eastern Ontario Wardens Caucus
Jim Hegadorn, Mayor, Loyalist Township
Rebecca Murphy, CAO, Loyalist Township
Councillor Proderick, Loyalist Township
Councillor Willis, Loyalist Township
Ontario Municipalities



April 24, 2024

Regular Meeting of Council Tuesday May 14, 2024 Item No. 8. C.

Hon. Sylvia Jones, Minister of Health Ministry of Health 5th Floor - 777 Bay St. Toronto, ON M7A 2J3

DELIVERED VIA EMAIL

Dear Minister,

Re: Motion regarding Public Health Ontario Labs

Please be advised that at its regular meeting of April 23, 2024, Loyalist Township Council passed the following resolution:

Resolution 2024-94

Moved by Deputy Mayor Townend Seconded by Councillor Willis

WHEREAS the mission of Public Health Ontario (PHO) is to "enable informed decisions and get actions that protect and promote health and contribute to reducing health inequities", there are grave concerns that the closure of six community-based PHO labs will increase health inequities, especially for rural communities; and

WHEREAS combined these labs collect and process thousands of water samples and time sensitive medical tests each day; and

WHEREAS there are grave concerns about the integrity of samples being compromised if travel time is increased by centralizing all tests to a few locations; and

WHEREAS these labs already process overflow tests and samples when labs such as Toronto and Ottawa cannot keep up to demand and many scaled up to meet demand during the COVID-19 pandemic; and

WHEREAS frequent drinking water testing services is vital for Ontarians who draw their water from private drinking water systems (i.e. wells) and protecting groundwater quality and quantity is a shared responsibility.



NOW THEREFORE BE IT RESOLVED THAT As stewards of care for the Safe Drinking Water Act, 2022, Council of Loyalist Township urges the provincial government to take caution against acting on the recommendations stated in the aforementioned audit report.

AND FURTHER THAT this motion be circulated to Honourable Sylivia Jones, Minister of Health, Shelby Kramp-Neuman MP of Hastings-Lennox and Addington, Ric Bresee MPP of Hastings-Lennox and Addington and all municipalities, for their support. **Motion carried.**

Sincerely,

anne Kantharaeu

Anne Kantharajah Township Clerk <u>akantharajah@loyalist.ca</u> 613-386-7351 Ext. 121

cc: Shelby Kramp-Neuman MP - Hastings-Lennox & Addington Ric Bresee, MPP Hastings - Lennox & Addington Jim Hegadorn, Mayor, Loyalist Township Rebecca Murphy, CAO, Loyalist Township Deputy Mayor Townend, Loyalist Township Councillor Willis, Loyalist Township Ontario Municipalities

April 29, 2024

The Honourable Doug Ford, Premier of Ontario Legislative Building Queen's Park Toronto, Ontario N7A 1A1

The Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks Ministry of the Environment, Conservation and Parks 5th Floor, 777 Bay Street Toronto, Ontario M7A 2J3 andrea.khanjin@pc.ola.org

Mr. Rick Byers, MPP Bruce-Grey-Owen Sound 345 8th Street East Owen Sound, Ontario N4K 1L3
Rick.Byers@pc.ola.org

Dear Premier Ford, Minister Khanjin, and Mr. Byers,

At the April 2, 2024, Town of South Bruce Peninsula Council meeting, the following resolution was passed:

R-111-2024

Whereas under Ontario Regulation 391/21: Blue Box, producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;

And whereas 'ineligible' sources which producers are not responsible for including businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings and not-for-profit organizations, such as shelters and food banks;

And whereas should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

Therefore be it resolved that the Council of the Corporation of the Town of South Bruce Peninsula hereby request that the province amend Ontario Regulation 391/21: Blue Box, so that producers are responsible for the end-of-life management of recycling products from all sources;

And that Council hereby request the support of all Ontario municipalities;

And further that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks, the Honourable Rick Byers, MPP Bruce-Grey-Owen Sound, and to all Ontario municipalities.

I trust you find this satisfactory; however, should you have any questions or require further information, please do not hesitate to contact the undersigned.

Yours truly,

Brianna Collins, P.Eng. Director of Public Works

cc: All Ontario municipalities



3720 County Rd 34 Alexandria, ON KOC1X0 613-551-1085 | northglengarry.ca

DATE: May 6, 2024

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

Dear Premier Ford,

RE: Request to the Province to Amend Blue Box Regulation for 'Ineligible' Sources

Please be advised of the following motion passed at the Monday, April 29th, 2024, Municipality of North Glengarry Council Meeting:

Resolution: No. 7

Moved By: Councillor Jeff Manley

Seconded By: Councillor Michael Madden

Whereas under Ontario Regulation 391/21: Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;

And Whereas 'ineligible' sources which producers are not responsible for including businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;

And Whereas should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

Be it resolved that the Council of the Corporation of the Municipality of North Glengarry hereby request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources;

And further that Council hereby requests the support of all Ontario Municipalities;

And further that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation, and Parks, and the Honourable Graydon Smith, Minister of Natural Resources and Forestry, to MPP of Glengarry, Prescott, Russel, MPP Stéphane Sarrazin, and all Ontario Municipalities.

CARRIED

Your attention to this matter is greatly appreciated.

If you have any questions, please do not hesitate to contact me.

Yours truly,

Timothy Wright

Director of Public Works

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Council Meeting

Resolution #7

Date:

Monday, April 29, 2024

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry receives staff report PW 2024-08, Request to the Province to Amend Blue Box Regulations for 'Ineligible' Sources; and

THAT the Council of the Township of North Glengarry passes the motion to request that the province amends the blue box regulation for ineligible sources as follows:

WHEREAS under Ontario Regulation 391/21: Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only; and

WHEREAS 'ineligible' sources which producers are not responsible for including businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;

AND WHEREAS should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

BE IT RESOLVED that the Council of the Corporation of the Municipality of North Glengarry hereby request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources;

AND FURTHER that Council hereby request the support of all Ontario Municipalities;

AND FURTHER that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation, and Parks, and the Honourable Graydon Smith, Minister of Natural Resources and Forestry, to MPP of Glengarry, Prescott, Russel, MPP Stéphane Sarrazin, and all Ontario Municipalities

Carried Deferred Defeated Deputy Clark Deputy Clark Township of North Glengary

Mayor / Deputy Mayor

Ina Boanaw Mayod 54 or 60 ST 11:01



Council Resolution Form

Date: 21 Mar 2024 No: Resolution No.63-24

Moved By: <u>Councillor Tripp</u> <u>Disposition</u>: <u>CARRIED</u>.

Seconded by Councillor Popkie

Item No: <u>12.3</u>

Description: Funding for the 2024 Municipal Equipment Operator Course

RESOLUTION:

WHEREAS, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

THEREFORE IT BE RESOLVED, that the Township of Greater Madawaska supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

AND THAT, the Township of Greater Madawaska calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, MPP John Yakabuski, the Association of Ontario Road Supervisors, and all Ontario Municipalities.

The Corporation of the Township of Pelee

By-law 2024 - 17

A By-law to appoint members of the Emergency Management Program Committee, the Municipal Emergency Control Group, and to meet other Requirements under the *Emergency Management and Civil Protection Act*

WHEREAS under the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9 and (the "Act") Ontario Regulation 380/04 (the "Reg") every municipality in the Province of Ontario is required to:

- Develop and implement an emergency management program, which shall consist of:
 - o an emergency plan;
 - o training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - public education on risks to public safety and on public preparedness for emergencies; and
 - o any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
- Designate an employee of the municipality or a member of the council as its emergency management program coordinator;
- Establish an emergency management program committee;
- Establish an emergency control group;
- Establish an emergency operations centre to be used by the municipal emergency control group in an emergency; and
- Designate an employee of the municipality as its emergency information officer;

AND WHEREAS it is prudent that the emergency management program developed under the Act be in accordance with international best practices, including the five core components of emergency management; prevention, mitigation, preparedness, response and recovery;

AND WHEREAS the purpose of such a program is to help protect public safety, public health, the environment, critical infrastructure and property during an emergency and to promote economic stability and a disaster resilient community;

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

Emergency Management Program

1. An Emergency Management Program for the municipality will be developed and reviewed annually by the Emergency Management Program Committee consistent with and in accordance with the Act, the Reg, and international best practices, including the five components of emergency management, namely: prevention, mitigation, preparedness, response and recovery, and such program shall include:

- a. training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- b. public education on risks to public safety and on public preparedness for emergencies; and
- c. any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario.
- 2. The Emergency Management Program shall be consistent with the objectives of protecting public safety, public health, the environment, critical infrastructure and property, and to promote economic stability and a disaster-resilient community.

Community Emergency Management Coordinator

- 3. The Clerk, is hereby appointed as the primary community emergency management coordinator (the "CEMC") responsible for the emergency management program for the Township including maintenance of the Plan, training, exercises, public education and such other duties and responsibilities as outlined in the Act.
- 4. The Treasurer and Operations Manager are hereby appointed as alternate CEMCs to act in place of the primary CEMC in his/her absence.

Emergency Management Program Committee

- 5. The persons holding the following positions in the municipality shall be members of the Emergency Management Program Committee:
 - Clerk
 - CEMC
 - Operations Manager
 - Treasurer
 - Fire Chief
 - Pumphouse Commissioner
 - Water Operator
 - Mayor
 - Deputy Mayor
- 6. The Clerk is hereby appointed as chair of the Emergency Management Program Committee.
- 7. The Emergency Management Program Committee shall advise Council on the development and implementation of the municipality's Emergency Management Program and shall review the program annually.

Municipal Emergency Control Group

8.	The persons holding the following positions in the municipality shall be members of the Municipal Emergency Control Group (MECG):	
Emerg	gency Information Officer	
9.	The Township's Treasurer is hereby appointed as the Emergency Information Officer for the municipality to act as the primary media and public contact for the municipality in an emergency.	
Admin	nistration	
10.	By-laws 2022 – 45 is hereby repealed.	
READ 2024.	A FIRST, SECOND AND THIRD TIME AND PASSED THIS 14 th DAY OF MAY,	
	MAYOR, CATHERINE MILLER	

TOWNSHIP ADMINISTRATOR & CLERK,

KRISTINE HORST

THE CORPORATION OF THE TOWNSHIP OF PELEE

BY-LAW: 2024 -18

"CONFIRMATION OF PROCEEDINGS"

(May 14, 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 14th day of May, 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" (May 14th, 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 14th DAY OF MAY 2024.

MAYOR, CATHERINE MILLER
TOWNSHIP ADMINISTRATOR &
CLERK, KRISTINE HORST