

AGENDA

Tuesday February 11, 2025, 6:00 pm

Electronic Meeting held via Zoom

1. Call to Order

2. Amendments to the Agenda

3. Disclosure of Pecuniary Interest

4. Confirmation of Previous Minutes

A. Regular Meeting of Council – January 28th, 2025

5. Presentations

A. Katie Cook, The Canadian Centre for Safer Communities

i. The Township of Pelee Community Safety and Well-Being Plan

6. Matters Subject to Notice

A. Public Meeting – Proposed Building Fee Increases

i. Report No. 2025 – 20 MF: Fees and Charges By-law – Adoption of building Fees

7. Consent Agenda

A. Disbursements – January 24th to February 5th, 2025

8. Reports

A. Treasurer Michelle Feltz

i. Report No. 2025 – 11 MF: Transfer to Reserves and Reserve Funds for the 2024 Fiscal Yearend

B. Township Administrator & Clerk Kristine Horst

i. Report No. 2025 – 12 KH: By-law Enforcement Services
ii. Scudder Wharf Resolution

9. Correspondence

A. County of Peterborough – Proposed U.S. tariffs on Canadian Goods

10. Notices of Motion

11. Recognitions and Announcements

12. By-laws

- A. By-law 2025 – 16;** Being a By-law to amend By-law 2025 – 10 to establish Fees and Charges effective February 1, 2025 unless otherwise noted.
- B. By-law 2025 – 17;** Being a By-law to amend By-law 2023 – 33 to provide for imposing a licence fee on owners of dogs and for regulating the being at large or trespassing of dogs.
- C. By-law 2025 – 18;** Being a By-law to confirm the proceedings of the February 11th Regular Meeting of Council.

13. Adjournment



REGULAR MEETING OF COUNCIL

MINUTES

Tuesday January 28, 2025, 6:00 p.m.

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

Members of Council: Mayor Cathy Miller
Deputy Mayor Dayne Malloch
Councillor Dave DeLellis
Councillor Stephanie Briggs-Crawford
Councillor Michelle Taylor

Members of Administration: Township Administrator & Clerk Kristine Horst
Treasurer Michelle Feltz

1. Call to Order

Mayor Miller called the meeting to order at 6:30 p.m.

2. Amendments to the Agenda

A. Addition of item 10. F.

3. Disclosure of Pecuniary Interest

A. Councillor Dave DeLellis declared a conflict of interest for item 5. A.

4. Confirmation of Previous Minutes

A. **Regular Meeting of Council Minutes – January 14, 2025**

Resolution 2025 – 18

Moved By: Councillor Stephanie Briggs-Crawford

Seconded By: Councillor Michelle Taylor

That Council confirm the Regular Meeting of Council minutes from January 14, 2025.

CARRIED

5. Consent Agenda

- A. **Disbursements** – January 7th to January 23rd, 2025
- B. **MTO / OSTC / Pelee Meeting Minutes** – January 15th, 2025
- C. **Destination Development Committee Meeting Minutes** – October 16th, 2024
- D. **Committee of Adjustment Meeting Minutes** – July 23rd, 2024
- E. **Destination Development Committee Resolution 2025 – DD03** – Budget recommendation to allocate \$5,000 for the purchase and installation of directional and wayfinding signage
- F. **Essex County OPP Detachment Board – South Meeting Minutes** – July 25th, 2024

Resolution 2025 – 19

Moved By: Councillor Stephanie Briggs-Crawford

Seconded By: Councillor Michelle Taylor

That Council receive Consent Agenda items A. to F.

CARRIED

6. Reports

A. Treasurer Michelle Feltz

- i. Report No. 2025 – 06 MF: 2025 Proposed Operations Budget

The Treasurer presented the report and recommendation to Council.

Resolution 2024 – 20

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Stephanie Briggs-Crawford

That Council receive the report from the Treasurer dated January 21, 2025 regarding the 2025 Proposed Operations Budget and that Council continues with budget deliberations at the next meeting of Council on February 11, 2025.

CARRIED

- ii. Report No. 2025 – 07 MF: Council/Committee Remuneration and Expenses

The Treasurer presented the report and recommendation to Council.

Resolution 2024 – 21

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Stephanie Briggs-Crawford

That Council receive the report from the Treasurer dated January 22, 2025 regarding Council/Committee Remuneration.

CARRIED
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B. Township Administrator & Clerk Kristine Horst

- i. Report No. 2025 – 08 KH: Leasing of Property and Disposition of Land

The Township Administrator & Clerk presented the report and recommendation to Council.

Resolution 2025 – 22

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Stephanie Briggs-Crawford

That Council receive the report from the Township Administrator & Clerk dated January 9, 2025 regarding the Leasing of Property Policy and Disposition of Land and that the policies be approved and effective as of January 28th, 2025.

CARRIED

Councillor DeLellis requested a recorded vote for resolution 2025 – 22.

<i>Member</i>	<i>In Favour</i>	<i>Opposed</i>
<i>Michelle Taylor</i>	<i>X</i>	
<i>Stephanie Briggs-Crawford</i>	<i>X</i>	
<i>Dave DeLellis</i>		<i>X</i>
<i>Dayne Malloch</i>	<i>X</i>	
<i>Cathy Miller</i>	<i>X</i>	

7. Correspondence

- A. The Honourable Lisa Thompson, Ministry of Rural Affairs – Enabling Opportunity: Ontario’s Rural Economic Development Strategy**

8. Notices of Motion

There were no notices of motion.

9. Recognitions and Announcements

- A. Mayor Cathy Miller recognized Treasurer Michelle Feltz for efforts in bringing forward the Operations Budget.**

10. By-laws

A. By-law 2025 – 10

Resolution 2025 – 23

Moved By: Councillor Michelle Taylor

Seconded By: Deputy Mayor Dayne Malloch

That Council adopt By-law 2025 – 10; Being a By-law to establish Fees and Charges effective February 1, 2025 unless otherwise noted.

CARRIED

B. By-law 2025 – 11

Resolution 2025 – 24

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Stephanie Briggs-Crawford

That Council adopt By-law 2025 – 11; Being a By-law to enter into an Agreement with WSP Canada Inc. for 2025 to 2027 groundwater and storm water monitoring & annual reporting for the closed Pelee Island Landfill.

CARRIED

C. By-law 2025 – 12

Resolution 2025 – 25

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Michelle Taylor

That Council adopt By-law 2025 – 12; Being a By-law to establish a policy and procedures governing the sale and other disposition of land.

CARRIED

D. By-law 2025 – 13

Resolution 2025 – 26

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Stephanie Briggs-Crawford

That Council adopt By-law 2025 – 13; Being a By-law to amend By-law 2023 – 13 to appoint Members to the Township of Pelee Committee of Adjustment.

CARRIED

E. By-law 2025 – 14

Resolution 2025 – 27

Moved By: Councillor Michelle Taylor

Seconded By: Councillor Stephanie Briggs-Crawford

That Council adopt By-law 2025 – 14; Being a By-law to confirm the proceedings of the January 28th Meeting of Council.

CARRIED

F. By-law 2025 – 15

Resolution 2025 – 28

Moved By: Councillor Michelle Taylor

Seconded By: Deputy Mayor Dayne Malloch

That Council adopt By-law 2025 – 15; Being a By-law to authorize the execution of a Regional Mutual Aid Agreement for an Emergency Mutual Aid Assistance with Information Technology Services.

CARRIED

Prior to entering into a closed session the following motion was passed:

Resolution 2025 – 29

Moved By: Councillor Stephanie Briggs-Crawford

Seconded By: Councillor Dave DeLellis

That Council enter into closed session at 7:04 p.m. pursuant to Section 239 of the *Municipal Act, 2001* to discuss the following items:

- A. Subsection 239 (2) (c) acquisition or disposition of land**
 - i. North Wharf Divestiture**

CARRIED

11. Closed Session

Pursuant to Section 239 of the *Municipal Act, 2001*, Council will enter into Closed Session to address the following item:

- A. Subsection 239 (2) (c) acquisition or disposition of land**
 - i. North Wharf Divestiture**

Council rose from the closed session and entered into open session at 7:25 p.m.

12. Adjournment

Mayor Miller adjourned the meeting at 7:25 p.m.

MAYOR,
Catherine Miller

TOWNSHIP ADMINISTRATOR & CLERK,
Kristine Horst

 THE CORPORATION OF THE
Township Of Pelee
THE CORPORATION OF THE TOWNSHIP OF PELEE
REPORT NO. 2025 – 10 MF

Author's Names: Michelle Feltz	Report Date: February 5, 2025
Resolution #:	Date to Council: February 11, 2025

To: Mayor and Members of Council

Subject: PUBLIC MEETING: Fees and Charges By-law – Adoption of Building Fees

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Treasurer dated February 5, 2025 regarding the adoption of building fees **BE RECEIVED**; and
2. The Fees and Charges Schedule A with updated building fees **BE ADOPTED** by By-Law at the February 11, 2025 Regular Meeting of Council.

2. **EXECUTIVE SUMMARY:**

Administration has consulted with the Town of Leamington building department and referenced local municipalities to establish building fees effective February 11, 2025. The rationale for the increase is a cost recovery to offset the contract fees of the municipality's shared service contractor.

As per the *Building Code Act*, a public authority must hold a public meeting to introduce or change imposed fees with a 21 day notice of such meeting. Notice of this public meeting was circulated in accordance with legislation.

Schedule A is attached and forms part of the by-law.



Michelle Feltz
Treasurer

/ MF

Attachments:

Notice of Public Meeting for Proposed Building Fee Increases
Building Fees and Charges – 2025

DEPARTMENTS/OTHERS CONSULTED:

Administration, Shared Service Contractor; Community Services Manager



THE CORPORATION OF THE
Township Of Pelee

1045 West Shore Road | Pelee Island, ON NOR 1M0 | Website: www.pelee.org
Telephone: 519-724-2931 | Fax: 519-724-2470 | info@pelee.ca

**NOTICE OF PUBLIC MEETING
FOR
PROPOSED BUILDING FEE INCREASES**

The Corporation of the Township of Pelee will hold a Public Meeting on February 11, 2025 at 6:00 p.m. at <https://us02web.zoom.us/j/84313204637> to consider changes to the building permit fees and charges pursuant to Section 7 of the *Building Code Act*.

The Township of Pelee is proposing to amend building permit fees and charges pursuant to Section 7(6) of the *Building Code Act*. The effect will be to increase the existing fee structure. ANY PERSON may attend the public meeting and/or make written or verbal representation either in support or in opposition to the proposed fees.

FOR ADDITIONAL INFORMATION with respect to the proposed building permit fees, please visit the Municipal website at www.pelee.org or contact Municipal Administration at info@pelee.ca. For comments prior to the meeting please email: info@pelee.ca or fax 519-724-2994. Written comments may also be mailed to:

The Township of Pelee
1045 West Shore Road
Pelee Island, Ontario
NOR 1M0

DATED at The Township of Pelee this 14th day of January, 2025.

	2024 Fees and Charges By-law 2024-41	2025 Proposed Fees and Charges Effective February 11, 2025
Building Services		
New & Additions	\$1.35/sq. ft.	\$1.40/sq. ft.
Renovations & Alterations	\$15.00/\$1,000.00	\$15.45/\$1,000.00
Detached Accessory Structure	\$1.05/sq. ft.	\$1.10/sq. ft.
Revised Plan Review	\$0.75/sq. ft.	\$200.00
Minimum Fee	n/a	\$225.00
Industrial, Commercial, Institutional, Assembly Building Permits:		
New & Additions (Building Shell)	\$1.15/sq. ft.	\$1.25/sq. ft.
Renovations & Alterations	\$15.00/\$1,000.00	\$15.45/\$1,000.00
Detached Accessory Structures	\$1.05/sq. ft.	\$1.10/sq./ft.
Minimum Fee	n/a	\$225.00
Plumbing Permits:		
New Residential	\$200.00/unit	\$225.00/unit
Plumbing Renovations – Residential	\$15.00/fixture	\$15.45/fixture
New Plumbing – Other	\$15.00/fixture	\$15.45/fixture
Plumbing Renovations – Other	\$15.00/fixture	\$15.45/fixture
On-Site Sewage Systems:		
New Installation	\$900.00	\$925.00
Repair or Alteration to Existing System	\$550.00	\$565.00
Other Inspections/Minimum Permit Fee	\$225.00	\$225.00
Minimum Permit Fee	\$225.00	\$225.00
Other Building Items:		
Development Charge-Public School Board-per unit- to April 1, 2029		\$1,230.00
Demolition Permit (per \$1,000 value)	\$15.00 Minimum \$100.00	\$15.45/\$1000.00 - Minimum Charge \$225.00
Tent	\$100.00	\$100.00
Liquor Licence Permit Review	\$200.00	\$225.00
Repeat Inspections	\$150.00	\$150.00
Deposit – New Building	\$1,000.00	\$1,000.00
Deposit – Other	\$500.00	\$500.00

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Township of Pelee
List of Accounts for Approval
 Batch: 2025-00003 to 2025-00006

Bank Code - General - General Bank Account

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6832	2025-01-29	Bell Canada	2024-12	Accrual Watt Line	2.17	2.17
6833	2025-01-29	Delta Power Equipment	J15471	Accrual Case Tractor Servicing	2,892.64	2,892.64
6834	2025-01-29	JBK Trucking	82979	Water Testing	26.44	26.44
6835	2025-01-29	Pitney Works	119310G6	Accrual Reset Meter	37.00	37.00
6836	2025-01-29	Purolator Courier Ltd.	565066154	Accrual courier	36.73	36.73
6837	2025-02-05	NORS Construction Equipment Canada	92544320	Accrual Grader 4000/hr Service	12,215.92	12,215.92
6838	2025-02-05	Reversed Invoice				
6839	2025-02-05	Xerox Canada Ltd.	F63535523	Alta C8145	251.17	
			F63581503	B405DN Printer	18.89	270.06
					Total Computer Cheque:	15,480.96

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2024025	2025-01-23	North Frontenac Telephone Company	8722932/24-12	Accrual Office	53.68	53.68
2025010	2025-01-23	Bell Conferencing Inc.	117365781	Conference Line	33.90	33.90
2025011	2025-01-06	Sun Life Financial	2025-01	Sun Life Monthly Bill	1,675.55	1,675.55
2025012	2025-01-06	Munisoft	2024/25-05299	E Notices TX & AR	1,269.55	1,269.55
2025013	2025-01-23	North Frontenac Telephone Company	7242265/24-12	Accrual Airport	67.05	67.05
2025014	2025-01-23	North Frontenac Telephone Company	7242161/24-12	Accrual CM	67.05	67.05
2025015	2025-01-23	North Frontenac Telephone Company	7242200/24-12	Accrual Campground	65.54	65.54
2025016	2025-01-23	North Frontenac Telephone Company	5265935/24-12	Accrual ESW	65.54	65.54
2025017	2025-01-23	North Frontenac Telephone Company	5265932/24-12	Accrual Fire Department	65.54	65.54
2025018	2025-01-23	North Frontenac Telephone Company	7242064/24-12	Accrual Farm	65.54	65.54
2025019	2025-01-23	North Frontenac Telephone Company	7242515/24-12	Accrual WSW	65.54	65.54
2025020	2025-01-23	North Frontenac Telephone Company	5265937/24-12	Accrual BM(N)	64.41	64.41
2025021	2025-01-23	North Frontenac Telephone Company	7242377/24-12	Accrual Marina	64.41	64.41

Township of Pelee
List of Accounts for Approval
Batch: 2025-00003 to 2025-00006

OTHER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025022	2025-01-23	North Frontenac Telephone Company				
			7242430/24-12	Accrual TS	64.41	64.41
2025023	2025-01-23	North Frontenac Telephone Company				
			7242105/24-12	Accrual Public Works	63.28	63.28
2025024	2025-01-23	North Frontenac Telephone Company				
			7242343/24-12	Accrual BM(W)	63.28	63.28
2025026	2025-01-10	Munisoft				
			2024/25-03809	User and Maintenance	5,647.18	5,647.18
2025027	2025-01-10	Collabria VISA				
			2025-01MF 2024	Accrual Various Depts	504.44	
			2025-01MF 2025	Various Depts	1,526.04	2,030.48
2025028	2025-01-29	Collabria VISA				
			2025-01KH 2024	Accrual Various Depts	127.12	
			2025-01KH 2025	Various Depts	931.01	1,058.13
2025029	2025-02-05	Municipal Property Assessment				
			1800037137	1st Quarter 2025	6,290.42	6,290.42
2025031	2025-02-01	Collabria VISA				
			2025-01MF	Various Depts	29.37	
			2025-01.5MF	Accrual H&S Course	4,712.10	4,741.47
2025032	2025-02-01	McTague Law Firm				
			330892	Legal Admin	7,134.26	7,134.26
2025033	2025-02-04	Munisoft				
			2024/25-05446	Tech Support-Reload Software	168.37	168.37
2025034	2025-02-04	Software N Systems Computing				
			00029821	Hard Drive Repair/Setup	960.50	960.50
2025035	2025-02-04	Tourism Windsor Essex Pelee Is				
			6839	2025 1/4pg Visitor Guide Ad	1,977.50	1,977.50
2025036	2025-02-04	Essex Region Conservation Auth				
			IN000020773	Accrual Q2 Cost Apportionment	2,609.72	2,609.72
2025037	2025-02-04	Essex Region Conservation Auth				
			IN000021659	Q1 Cost Apportionment	2,609.72	2,609.72
2025038	2025-02-04	Essex Region Conservation Auth				
			IN000021670	Accrual Risk Management Services	2,296.35	2,296.35
2025039	2025-02-05	Sun Life Financial				
			2025-02	Sun Life Monthly Bill	1,675.55	1,675.55
2025040	2025-02-05	Pelee Island Co-Op				
			1559	Furnace Fuel	1,611.59	
			454290	Fuel Delivery	25.00	
			454773	Fuel/Supplies	576.40	
			454769	Fuel	952.89	
			454246	Supplies	37.93	
			454738	Fuel/Supplies	273.88	
			454739	Fuel/Supplies	376.52	3,854.21
				Total Other:		46,868.13

Total General: 62,349.09

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Township of Pelee
List of Accounts for Approval
Batch: 2025-00003 to 2025-00006

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Certified Correct This February 5, 2025

Mayor, Catherine Miller

Treasurer, Michelle Feltz

Author’s Names: Michelle Feltz	Report Date: February 5, 2025
Resolution #:	Date to Council: February 11, 2025

To: Mayor and Members of Council

Subject: Transfer to Reserves and Reserve Funds for the 2024 Fiscal Yearend

1. RECOMMENDATION:

It is recommended that:

1. The report from the Treasurer dated February 5, 2025 regarding the transfer to reserve and reserve funds for the 2024 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, 2024 **BE ACCEPTED**.

2. 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 by-laws to authorize expenditures from those funds.

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, 2024. Amounts are rounded to the nearest dollar.

Unexpended Capital

The funds for the following capital projects or items were not utilized or were budgeted for the purpose of establishing a reserve in 2024. It is recommended that these amounts be transferred or retransferred to the funding source reserves as a result. These funds can be reallocated to 2025 as part of the budget process.

Description	2024 Year End Transfer to Reserves	Reserve Account Allocation
Annual Shoreline Allocation	\$200,000	Capital-Shoreline
Fleet Equipment	\$7,300	Capital-Fleet/Equipment
Road Resurfacing (Gravel)	\$32,000	Capital-Roads

Ongoing Grant Projects

The following grant funds or funds receivable will be placed in reserves at 2024 year end and reallocated in the 2025 budget as required.

Description	2024 Year End Transfer to Reserves	Reserve Account Allocation
Transport Canada-Pretransfer Process	\$65,978	Grants-North Wharf
Safe Restart Grant	\$32,000	Grants-Safe Restart

With respect to the Universal Broadband Fund and Improving Connectivity Fund, the allocation of the grant receivable estimate in the 2024 budget was \$12,295,479.95. The project progressed very well and an additional \$549,492.95 of grant receivable was utilized in 2024. This adjustment only affects the timing of the receipt of the grant funds.

Unexpended Operating Funds

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. Administration is recommending the following transfers to reserves:

Description	2024 Year End Transfer to Reserves	Reserve Account Allocation
Dust Suppressant	\$25,000	Capital-Roads
Donations-Fire Department	\$15,416	Capital-Fire Department
Official Plan Expenses	\$44,250	Planning

Drainage

The amount of the drainage reserves at December 31, 2024:

Description	Balance December 31, 2024
Big Marsh Drainage System	\$141,171
Curry Marsh Drainage System	\$67,877
Other Drain Systems	\$45,000

Canada Community-Building Fund

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 \$14,694.68 in CCBF funding in 2024. This amount plus interest earned of \$342.59 will be transferred to the CCBF reserve fund as per the agreement and reporting requirements. This allocation plus previous transfers and a 2024 budget allocation of \$20,000 will result in a total of \$54,691.88 in the CCBF reserve fund as at December 31, 2024.

Summary:	
Balance at December 31, 2023	\$59,654.61
2024 Budget Allocation	-\$20,000.00
2024 Funds Received from CCBF Program	\$14,694.68
2024 Interest Earned	\$342.59
Balance at December 31, 2024	<u>\$54,691.88</u>

Ontario Community Infrastructure Fund-Formula Component

Any 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 2024. This amount plus interest earned of \$1,144.20 will be transferred to the OCIF FC Reserve Fund as per the agreement and reporting requirements. This allocation less a transfer of \$100,000 approved in the 2024 budget estimates will result in a total of \$154,486 in the OCIF-FC Reserve fund as at December 31, 2024.

Summary:	
Balance at December 31, 2023	\$153,342.36
2024 Budget Allocation	-\$100,000.00
2024 Funds Received from OCIF-FC Program	\$100,000.00
2024 Interest Earned	\$1,144.20
Balance at December 31, 2024	<u>\$154,486.56</u>

Previous Years' Surplus/Deficit

As presented in Report 2024-22 MF at the May 28, 2024 Regular Meeting of Council:

As per section 289 of the Municipal Act, 2001, in a municipal budget, the annual calculation for surplus/deficit of the previous year shows whether the planned revenues for the previous year were enough to cover the planned expenses (cash outlays). Any differences are to be carried forward into the subsequent budget year period as revenue (surplus) or expense (deficit) in accordance with the rules in the legislation.

Historically, the Township of Pelee has applied the surplus/deficit from to proceeding year to the next year. In consultation with the municipal auditor, we will adopt an industry typical process and allocate the prior year's surplus/deficit in the second year following. Therefore, the 2023 surplus/deficit will be allocated in the 2025 budget. The change will mean the budget can proceed prior to previous year audit completion and provide time to plan for any major impacts.

The 2023 budget allocation of the 2022 surplus transferred \$385,420 to the surplus reserve. The 2024 budget estimates utilized \$151,920 of that surplus. The amount of \$100,000 of that is assigned to the capital funding allocation as presented at the May 14, 2024 meeting of Council.

Item	Amount
Capital Funding Allocation	\$100,000
Operations	\$51,920

4. **SUMMARY:**

Reserve Description	Balance at December 31, 2024
Canada Community Building Fund	\$54,692
Ontario Community Infrastructure Fund-Formula Component	\$154,487
MMAH Modernization Grant	\$106,141
Safe Restart Grant	\$32,000
North Wharf Pretransfer Process	\$65,978
Tourism	\$8,300
Drainage Reserve-Big Marsh	\$141,171
Drainage Reserve-Curry Marsh	\$67,877
Drainage-Other	\$45,000
Official Plan	\$44,250
Community Groups	\$31,598
	<hr/>
	\$751,494
Capital Reserves	
Shoreline	\$631,058
Fleet/Equipment	\$77,300
East Park Campground	\$34,294
Transfer Station	\$31,178
Parks and Recreation	\$19,915
Airport	\$32,850
Roads	\$363,024
Fire	\$53,417
Water	\$90,091
	<hr/>
	\$1,333,126
Broadband	
Broadband Grants	\$3,274,047
	<hr/>
	\$3,274,047
	<hr/>
Total Reserve Balance at December 31, 2024	\$5,358,668
	<hr/> <hr/>



Michelle Feltz
Treasurer

/ MF

Attachments:
None

 THE CORPORATION OF THE
Township Of Pelee
THE CORPORATION OF THE TOWNSHIP OF PELEE
REPORT NO. 2025 – 12 KH

Author's Name: Kristine Horst	Report Date: February 5, 2025
Resolution #:	Date to Council: February 11, 2025

To: Mayor and Members of Council

Subject: By-law Enforcement Services

1. **RECOMMENDATION:**

It is recommended that:

1. The Report for the Township Administrator & Clerk dated February 5, 2025 **BE RECEIVED**;
2. The Municipality of Leamington's proposal **BE ACCEPTED**; and
3. Administration **BE DIRECTED** to work with the Municipality of Leamington to develop a final contract, to be approved and adopted by both the Council of the Township of Pelee and Council of the Municipality of Leamington.

2. **BACKGROUND:**

In April 2023, the Township of Pelee entered an Agreement with the Town of Amherstburg for By-law Enforcement Services. In November 2024, Administration was made aware that the Agreement would be terminated in March 2025.

In December 2025, a Request for Proposal (RFP) was sent to all municipalities in Essex County in addition to the City of Windsor and the Municipality of Chatham-Kent in order to pursue a new Shared Service Agreement for By-law Enforcement Services for the Township of Pelee.

3. **DISCUSSION:**

The RFP highlighted that the Township was seeking to obtain part-time by-law services with on island enforcement 2-4 times per month, with most enforcement occurring between April and November, with potential for some administrative or follow up tasks performed remotely. It was

also noted within the RFP that the Township was seeking approximately a 200 hour per year commitment for enforcement.

In total, the RFP was sent to eight municipalities. The Township of Pelee received one response to the RFP from the Municipality of Leamington.

The proposal presented included that Leamington shall provide a block of up to 15 hours per week, not to exceed 200 hours in total between April 1, 2025 and November 1, 2025 which shall include attendance on Pelee, provided Ferry Service is available, one time during the week for up to 10 hours, which shall include travel time necessary to Pelee and back to Leamington.

The proposal as presented is for a one-year contract with Leamington from April 1 to November 1, 2025.

4. FINANCIAL MATTERS:

Leamington has proposed it shall provide a block of up to 15 hours per week for a total cost of \$1,650.00 plus HST. Any services provided on a per hour basis would be at the total cost of \$110.00 plus HST.

Therefore, if the Township of Pelee received the maximum allotment of 200 hours of By-law Enforcement Services from the Municipality of Leamington in 2025, based on the proposal the total cost of the service itself would not exceed \$22,000.00 plus HST.

Based on the proposal there may be added costs for transportation to and from Pelee Island and any lodging or other expenses when/if it is necessary for the By-law Enforcement Officer to stay overnight on Pelee, as is standard for all previous and ongoing Township service agreements.

5. CONCLUSION:

As of April 2025, the Township of Pelee will be without an Agreement for By-law Enforcement Services, unless a new agreement is executed.

The Township of Pelee received one response to its Request for Proposal for By-law Enforcement Services from the Municipality of Leamington.

It is recommended this proposal be accepted and Administration work with Leamington to develop an Agreement to be brought back to Council for approval.

Kristine Horst

Kristine Horst
Township Administrator & Clerk

KH

Attachments:

Leamington Response to Request for Proposal

DEPARTMENTS/OTHERS CONSULTED:

Name:

Title: Email:

February 5, 2025

**Regular Meeting of Council
Tuesday February 11, 2025
Item No. 9. A.**

To Whom it May Concern,

Re: Proposed U.S. tariffs on Canadian Goods

Please note at their Regular meeting held on February 5, 2025, Peterborough County Council passed the following resolution:

Resolution No. 19-2025

Moved by Deputy Warden Senis
Seconded by Warden Clark

Whereas the federal government is currently in negotiations with the U.S. government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Premier Doug Ford has outlined several plans to combat the impact the proposed tariffs would have on Ontario including Fortress Am-Can which focus on strengthening trade between Ontario and the U.S. while bringing good jobs back home for workers on both sides of the border; and

Whereas the federal government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S on tariffs; and

Whereas trade between Ontario and the United States is very important to our residents and local economies and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas municipalities have traditionally treated all procurements from trade partners equally and fairly; and

Whereas municipalities can assist in the Team Canada effort to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces.

Therefore, be it resolved that, the County of Peterborough supports the provincial and federal governments on the measures they have put in place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations;

And that federal and provincial governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the provincial and federal governments take action to remove trade barriers between provinces as a response to US tariffs and support Canadian businesses.

And that the CAO be directed to bring back a report detailing a temporary purchasing policy that integrates and addresses these concerns;

And that County Economic Development & Tourism Division be directed to implement a “Buy Local Peterborough County, Buy Canadian” campaign to encourage residents and businesses to purchase locally made and Canadian goods and services.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Doug Ford, Premier of Ontario
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- The Hon. Paul Calandra, Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver

- Robin Jones, President, AMO and Mayor of Westport
- Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All provincial and territorial Premiers.
- All local MPs and MPPs,
- All Ontario Municipalities for their support.

Carried

Should you have any questions or concerns please contact Kari Stevenson, Director of Legislative Services/Clerk at kstevenson@ptbocounty.ca.

Yours truly,

Holly Salisko
Administrative Services Assistant – Clerk's Division/Planning
hsalisko@ptbocounty.ca

**THE CORPORATION OF THE TOWNSHIP OF PELEE
BY-LAW NUMBER: 2025 – 16**

(February 11, 2025)

Being a By-law to amend By-law 2025 – 10 to establish Fees and Charges effective February 1, 2025 unless otherwise noted.

WHEREAS the Council of the Township of Pelee hereby deems it necessary to amend By-law 2025 – 10, being a By-law to establish Fees and Charges effective February 1, 2025 unless otherwise noted.

AND WHEREAS it is necessary to amend Schedule ‘A’ of By-law 2025 – 10.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PELEE ENACTS THE FOLLOWING:

1. That Schedule ‘A’ of By-law 2025 – 10 be replaced with the attached and amended Schedule ‘A’; and
2. That this By-law shall come into force and take effect on the 11th day of February, 2025.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY ENACTED THIS 11TH DAY OF FEBRUARY, 2025.

**Catherine Miller
Mayor**

**Kristine Horst
Township Administrator & Clerk**

2025 FEES AND CHARGES - Schedule "A"

	2025 Proposed Fees and Charges Effective February 11, 2025
Building Services	
New & Additions	\$1.40/sq. ft.
Renovations & Alterations	\$15.45/\$1,000.00
Detached Accessory Structure	\$1.10/sq. ft.
Revised Plan Review	\$200.00
Minimum Fee	\$225.00
Industrial, Commercial, Institutional, Assembly Building Permits:	
New & Additions (Building Shell)	\$1.25/sq. ft.
Renovations & Alterations	\$15.45/\$1,000.00
Detached Accessory Structures	\$1.10/sq./ft.
Minimum Fee	\$225.00
Plumbing Permits:	
New Residential	\$225.00/unit
Plumbing Renovations – Residential	\$15.45/fixture
New Plumbing – Other	\$15.45/fixture
Plumbing Renovations – Other	\$15.45/fixture
On-Site Sewage Systems:	
New Installation	\$925.00
Repair or Alteration to Existing System	\$565.00
Other Inspections/Minimum Permit Fee	\$225.00
Minimum Permit Fee	\$225.00
Other Building Items:	
Development Charge-Public School Board-per unit- to April 1, 2029	\$1,230.00
Demolition Permit (per \$1,000 value)	\$15.45/\$1000.00 - Minimum Charge \$225.00
Tent	\$100.00
Liquor Licence Permit Review	\$225.00
Repeat Inspections	\$150.00
Deposit – New Building	\$1,000.00
Deposit – Other	\$500.00
Planning Services	
	2025 Fees and Charges
Consent to Sever:	
Lot Creation per Lot	\$1000.00
per additional adjacent lot	\$250.00
Lot Addition per Lot	\$1000.00
per additional adjacent per lot	\$250.00
Easement per Lot	\$1000.00
Lease 21 Years +	\$1000.00
Validation of Title	\$500.00
Certificate Cancellation	\$500.00

Retained Lot Certificate	\$500.00
Issuance of Certificate	\$100.00
Parkland Dedication per Lot	\$500.00
Change of Conditions	\$250.00
Drainage Apportionment plus costs	\$100.00
Proof of Drainage Review and Clearance plus costs	\$100.00
Installation of New 911 Sign	\$100.00
Minor Variance:	\$500.00
Combined Consent and Minor Variance	\$1,250.00
Zoning By-law Amendment:	\$1,500.00 plus additional costs
Zoning By-law Amendment Temporary	\$1,500.00 plus additional costs
Zoning By-law Amendment Temporary Extension	\$250.00
Combined Consent & Zoning By-law Amendment	\$2,500.00
Official Plan Amendment:	\$1,500.00 plus additional costs
Combined Official Plan Amendment and Zoning By-law	\$2,500.00 plus additional costs
Other Planning Functions:	
Site Plan Application	\$500.00 plus additional fees
Deeming By-law	\$500.00
Telecommunication Tower Letter of Concurrence	\$500.00
Third Party Review Study	Costs plus 2% administrative fee
Zoning Certification Letter (TSSA, OMVIC, etc..)	\$100.00
Planning Certificate	\$150.00
Planning Certificate Urgent - within 3 business days	\$250.00
Essex Region Conservation Authority Planning Review Fee	ERCA Fees
Deferral/Recirculation applicant request	\$200.00
Certified copy of Official Plan	\$50.00
Certified copy of Zoning By-law	\$50.00
Administrative Services	
	2025 Fees and Charges
Accounts Receivable Account Setup-Water/Transfer Station/Ongoing	\$30.00
Accounts Receivable (accounts outstanding after 30 days of invoice date)	1.25% per month
Administration Fee-Misdirected Payment by Customer	\$30.00
Credit Card Convenience Fee (excluding Pheasant Hunt as cost is included in licence fee)	2% on transactions in excess of \$2,000
Refund charge	\$25.00
NSF Fee	\$35.00
Photocopies	\$0.50/page
Lamination	\$1.00/page
Outgoing Fax (first page)	\$1.00
Outgoing Fax (Additional pages)	\$0.50/page
Incoming Fax	\$0.50/page
Property File Document Retrieval (picked up at municipal office or emailed)	\$10.00
Property File Document Retrieval (delivered by mail)	\$12.50
Statement of Account (picked up at office or emailed)	\$10.00
Statement of Account (delivered by mail)	\$12.50
Tax Notice Duplicate (picked up at municipal office or emailed)	\$10.00
Tax Notice Duplicate (delivered by mail)	\$12.50
Accounts Receivable Duplicate (picked up at municipal office or emailed)	\$10.00
Accounts Receivable Duplicate (delivered by mail)	\$12.50
Tax Certificate-Sec 352 MA (includes outstanding accounts receivable)	\$100.00 per roll number

Tax Certificate Urgent - Sec 352 MA within 3 business days (includes outstanding accounts receivable)	\$200.00 per roll number
Tax Registration	Cost
Signing of Document as a Commissioner for Taking Affidavits (no charge for property owners)	\$25.00
Lottery Licence (minimum fee \$10.00)	3% of prize value (minimum fee \$10.00)
Damage to Municipal Property	Costs
Fireworks Permit	\$52.00
Special Events Permit	\$100.00
Special Events Permit Deposit (refunded following event)	\$400.00
Wedding Solemnization (non-refundable deposit \$100)	\$400.00
Marriage Licence	\$135.00

By-law Enforcement Services

	2025 Fees and Charges
By-law Violation Administrative Fee - minimum 1 hour	\$120.00 per hour
Property Standards Order - minimum 1 hour	\$120.00 per hour
Property Standards Order Reinspection - minimum 1 hour	\$120.00 per hour
Appear before Property Standards Committee	\$120.00

Dog Licences (Annual):

Annual	\$21.00
Late fee added to cost of licence after June 30	\$25.00
Intact Dog Annual	\$31.00
Late fee added to cost of licence after June 30	\$25.00
Kennel (5 or more dogs)	\$105.00
Late fee added to cost of licence after June 30	\$25.00
Impound Fee-first offence	\$100.00 plus costs
Impound Fee-subsequent offence	\$150.00 plus costs

Parking:

Parking Pass - Winter November 1 to April 30 each year	\$31.00
Parking Pass - Annual	\$51.50
Parking in front of public or private driveway	\$25.00-\$50.00
Parking within an intersection	\$25.00-\$50.00
Parking on a bridge/causeway/approaches	\$50.00
Parking such to obstruct traffic	Nil
Parking such to prevent removal of other vehicle(s)	\$1,000.00 plus costs
Parking on roadway for 3 days or more	\$25.00-\$50.00
Parking an unlicensed vehicle on a roadway	\$25.00-\$50.00
Parking on municipal property	\$25.00-\$50.00
Stopping on a bridge/causeway	\$25.00-\$50.00
Parking impeding winter maintenance	\$25.00-\$50.00
Towing improperly parked vehicles	\$250.00
Storage of towed vehicles	\$10.00/day

Trailers (until December 1, 2025)

Trailer on property with a dwelling	\$50.00/month
Vacant land	\$300.00/month
Storage	\$0.00

Golf Car Permits:

Non-Commercial Permit Fee	\$103.00
Commercial Permit Fee	\$155.00

Waste Services (Transfer Station)**2025 Fees and Charges**

White Goods/Appliances (containing Freon)	\$52.00/unit
Non-Freon White Goods/Appliances	\$26.00/unit
Vehicles	\$250.00
Bag Tags/Solid Waste	\$4.50/bag
Bulk Waste (Construction/Demolition)	\$47.00/cubic yard
Electronics	\$5.00/item
Brush	\$10.00/load

Water Services

Metered Charge	\$38.61/month
Metered Usage Rate	\$3.31/cubic metre
Non-Metered Charge	\$82.78/month
Water Hookup	\$1,500.00 plus all costs/parts
Bulk Water Account Administration Fee	\$30.00
Bulk Water Delivery Fee	\$70.34 plus per cubic metre rate
Request for water to be delivered before 8:30 a.m. or after 4:30 p.m., on weekends, statutory holidays or within less than 48 hours notice.	\$50.00 per incident
Bulk Water Pickup Monthly Usage Fee - up to 30 cubic metres	\$10.61/month plus per cubic
Bulk Water Pickup Monthly Usage Fee- over 30 cubic metres	\$30.00/month plus per cubic metre rate
Bulk Water Rate	\$4.41/cubic metre
1 Gallon Refill – Bottle Filling Station	\$1.50
2 Gallon Refill – Bottle Filling Station	\$2.50
3 Gallon Refill – Bottle Filling Station	\$3.00
5 Gallon Refill – Bottle Filling Station	\$4.50

Drainage Services

Tile Loan Inspection Fee	\$150.00
Capital Works Debenture Administration	\$100.00

Fire Services

Fire Certificate	\$70.00
Fire Occurrence Report	\$70.00
Repeat Fire Inspection Fee	\$105.00
Non-rate Payers	Cost Recovery

Marketing Services plus HST

Brochure Marketing-Business Listing	\$115.00
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"What's Open" Business Listing	Free
Digital Marketing	\$150.00
Combined Brochure and Digital Marketing-Business Listing	\$250.00

Recreational Services plus HST

	2025 Fees and Charges
Scudder Marina:	
Seasonal Serviced Dock (25' and Over)	\$54.60/foot
Seasonal Serviced Dock (Under 25')	\$47.90/foot
Seasonal Non-Serviced Dock (25' and Over)	\$49.95/foot
Seasonal Non-Serviced Dock (Under 25')	\$42.75/foot
Transient Serviced Dock	\$2.05/ft/night
Transient Non-Serviced Dock	\$1.80/ft/night
Transient (Jet Ski/up to 10 ft)	\$13.40/night
Transient – Week Discount	Stay 7 nights, pay for 5 nights
Transient Non-Serviced – Month Discount	\$17.00/foot
Transient Serviced – Month Discount	\$20.10/foot
Day Dockage (30' and Over)	\$22.70/day
Day Dockage (Under 30')	\$17.50/day
Day Dockage (Jet Ski/up to 10 ft)	\$7.20/day
Ramp Fee - Seasonal	\$128.75
Ramp Fee - One Week	\$56.65
Ramp Fee - One Day	\$12.35

Campground:

Non-Refundable Administration Fee (per booking)	\$5.00
Non-Electric Campsite Off Season Rate (Spring opening to June 15/September 16 to fall closing)	\$40.00/night
Non-Electric Campsite Rate (June 16 to September 15)	\$41.25/night
Additional Campers (above 5 people per non- electrical site)	\$8.25/person/night
Group Camping (minimum 7 people)	\$8.25/person/night
Non-profit Organizations	20% discount on regular fees
Day Camping	\$2.04/person
Entire Campground Rental	\$1030.00/day
Damage Deposit & Septic Fees	\$100.00

Pheasant Hunt:

Main Pheasant Hunt Licence (10 birds)	\$298.50
Clean Up Pheasant Licence (5 birds)	\$149.25
Licence Transfer (Between individuals or hunts within the same year)	\$30.00
Licence Replacement(Lost/Forgotten)	\$30.00
Winter Rabbit Licence (5 rabbits)	\$30.00
Winter Pheasant Licence (5 pheasants)	\$30.00
Mentor Licence Discount	10% off main licence

Cemetery Services plus HST

	2025 Fees and Charges
Resident Lot Sales:	
Burial Rights	\$542.00
Perpetual Care	\$363.00
Total	\$905.00

Non-Resident Lot Sales:

Burial Rights	\$813.00
Perpetual Care	\$545.00
Total	\$1,358.00

Internment Casket

Summer Weekdays	\$779.00
Summer Weekends	\$1,238.00
Summer Holidays	\$1,315.00
Winter Weekdays	\$885.00
Winter Weekends	\$1,323.00
Winter Holidays	\$1,405.00

Internment Cremated Remains

Summer Weekdays	\$587.00
Summer Weekends	\$932.00
Summer Holidays	\$1,008.00
Winter Weekdays	\$667.00
Winter Weekends	\$996.00
Winter Holidays	\$1,077.00

Internment - Infants

Summer Weekdays	\$396.00
Summer Weekends	\$779.00
Summer Holidays	\$779.00
Winter Weekdays	\$449.00
Winter Weekends	\$832.00
Winter Holidays	\$832.00

Other

Headstone Moving	\$425.00
Lot Transfers	\$130.00

Markers

Flat Marker< 68.11024 cu.cm.(173 square inches)	\$0.00
Flat Marker> 68.1 1024 cu.m.(173 square inches)	\$100.00
Upright Monument - up to 1.22 metres (4ft. Height/width)	\$200.00
Upright Monument>than 1.22 metres 4ft. Height/Width	\$400.00
Lots purchased prior to January 1, 1955 where no previous care and maintenance has been paid - Resident	\$363.00
Lots purchased prior to January 1, 1955 where no previous care and maintenance has been paid - Non Resident	\$545.00

**THE CORPORATION OF THE TOWNSHIP OF PELEE
BY-LAW NUMBER: 2025 – 17**

(February 11, 2025)

Being a By-law to amend By-law 2023 – 22 to provide for imposing a licence fee on owners of dogs and for regulating the being at large or trespassing of dogs.

WHEREAS the Council of the Township of Pelee hereby deems it necessary to amend By-law 2023 – 22, being a By-law to provide for imposing a licence fee on owners of dogs and for regulating the being at large or trespassing of dogs.

AND WHEREAS it is necessary to amend the fees and deadline in section 1 to reflect 2025 fees and charges.

AND WHEREAS section 1 of By-law 2023 – 22 states the following:

1. Every owner of a dog within the Municipality of the Township of Pelee shall, on or before the last day of April, in every year, obtain a tag for the same from the municipal office and pay to the Township of Pelee the following licence fee:

For a male dog or spayed female \$20.00

For a female dog, intact \$30.00

For a kennel (required if five or more dogs) \$100

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PELEE AMENDS AND REPLACES SECTION 1. OF BY-LAW 2023 – 22 WITH THE FOLLOWING:

1. Every owner of a dog within The Corporation of the Township of Pelee shall, on or before the last day of June, in every year, obtain a tag for the same from the municipal office and pay to the Township of Pelee the following licence fee:

For a male dog or spayed female \$21.00

For a female dog, intact \$31.00

For a kennel (required if five or more dogs) \$105

Late Fee of \$25.00 to be added to the cost of a tag obtained after the last day of June in every year.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY ENACTED THIS 11TH
DAY OF FEBRUARY, 2025.**

Catherine Miller
Mayor

Kristine Horst
Township Administrator & Clerk

**THE CORPORATION OF THE TOWNSHIP OF
PELEE**

BY-LAW: 2025 – 18

"CONFIRMATION OF PROCEEDINGS"

(February 11, 2025)

A By-law to confirm the proceedings of the February 11th Meeting 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 11th day of February, 2025 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" (February 11th, 2025).
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 11th
DAY OF FEBRUARY 2025.**

MAYOR, CATHERINE MILLER

**TOWNSHIP ADMINISTRATOR &
CLERK, KRISTINE HORST**