

**AGENDA**

**Tuesday April 22, 2025, 6:00 pm**

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

**1. Call to Order**

**2. Amendments to the Agenda**

**3. Disclosure of Pecuniary Interest**

**4. Confirmation of Previous Minutes**

**A. Regular Meeting of Council – March 25<sup>th</sup>, 2025**

**5. Delegations**

**6. Consent Agenda**

**A. Disbursements – March 18<sup>st</sup> to April 15<sup>th</sup>, 2025**

**B. Destination Development Committee Minutes – February 19<sup>th</sup>, 2025**

**C. MTO / OSTC / Pelee Meeting Minutes – March 26<sup>th</sup>, 2025**

**D. MTO / OSTC / Pelee Meeting Minutes – April 16<sup>th</sup>, 2025**

**7. Reports**

**A. Treasurer Michelle Feltz**

i. Report No. 2025 – 21 MF: Surplus Equipment

ii. Report No. 2025 – 22 MF: Financial Summary and Budget to Actuals at March 31, 2025

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

i. Report No. 2025 – 23 KH: By-law Enforcement Shared Services Agreement

ii. Report No. 2025 – 24 KH: Essex County OPP Detachment Board – South, 2025 Budget, Cost Allocation and Member Remuneration

iii. Report No. 2025 – 25 KH: Pelee Island Trail Expansion, Great Lakes Waterfront Trail Updates & Trans Canada Trail Application

iv. Report No. 2025 – 26 KH: 2024 Pelee Island Pheasant Hunt Survey Results

v. Report No. 2025 – 27 KH: Discharge of Firearms By-law

vi. Report No. 2025 – 28 KH: Drainage Shared Services Agreement – Short Term Contract

**8. Correspondence**

- A. Eastern Ontario Wardens' Caucus** – Support of Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs
- B. County of Essex** – Fresh Water Protection and Agreements
- C. Town of LaSalle** – Canadian and Ontario Governments' Negotiations with the USA on Trade Tariffs

## **9. Notices of Motion**

## **10. Recognitions and Announcements**

## **11. By-laws**

- A. By-law 2025 – 27;** Being a by-law to enter into an Agreement for By-law Enforcement Shared Services.
- B. By-law 2025 – 28;** Being a by-law to appoint an Interim Clerk of the Township of Pelee.
- C. By-law 2025 – 29;** Being a by-law to enter into a Transfer Payment Agreement for a Fire Protection Grant.
- D. By-law 2025 – 30;** Being a by-law to enter into an Agreement for Drainage Superintendent Services.
- E. By-law 2025-31;** Being a By-law to confirm the proceedings of the March 25<sup>th</sup> Regular Meeting of Council.

## **12. Closed Session**

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

### **A. Employee Matters**

*Closed to the public under Section 239 (2) (b) personal matters.*

## **13. Adjournment**



**REGULAR MEETING OF COUNCIL**

**MINUTES**

**Tuesday, March 25, 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

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**1. Call to Order**

Mayor 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 Pecuniary Interest.

**4. Confirmation of Previous Minutes**

**A. Regular Meeting of Council Minutes – March 11, 2025**

**Resolution 2025 – 58**

**Moved By:** Councillor Stephanie Briggs-Crawford

**Seconded By:** Councillor Michelle Taylor

**That Council confirm the Regular Meeting of Council minutes from march 11, 2025.**

**CARRIED**

**5. Delegations**

**A. John McMahon, Kirwin Partners LLP – Short Term Rental By-law  
Implementation and Enforcement**

Council heard the delegation from John McMahon, Kirwin Partners LLP, on behalf of resident M. Chesler, deferred from the October 22, 2024 meeting, to express support for regulating Short Term Rentals on Pelee Island.

There were no questions of comments from Council.

## **6. Consent Agenda**

### **A. Disbursements – March 1<sup>st</sup> to March 17<sup>th</sup>, 2025**

#### **Resolution 2025 – 59**

**Moved By:** Councillor Stephanie Briggs-Crawford

**Seconded By:** Councillor Michelle Taylor

**That the Council of the Township of Pelee hereby receive Consent Agenda item A. Disbursements.**

**CARRIED**

## **7. Reports**

### **A. Community Services Manager Danielle Truax**

#### **i. Report No. 2025 – 19 DT: Official Plan 5 Year Review**

The Township Administrator & Clerk presented the report and recommendation to Council in the absence of the Community Services Manager.

#### **Resolution 2025 – 60**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Deputy Mayor Dayne Malloch

**That the Council of the Township of Pelee hereby receive the report from the Community Services Manager dated March 17, 2025, regarding the Official Plan 5-year review; and**

**Staff be directed to issue a Request for Proposals for professional consulting services to undertake the legislated 5 Year Review of the Official Plan in accordance with the Procurement of Goods Policy for the Township of Pelee.**

**CARRIED**

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

#### **i. Report No. 2025 – 20 KH: Short Term Rental Licensing**

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

Councillor's Briggs-Crawford and Taylor expressed support for the recommended action to proceed with a municipal licensing framework.

Councillor DeLellis and Deputy Mayor Malloch expressed concern with staff availability to address this matter in 2025.

Mayor Miller asked administrative staff their opinion on proceeding with this matter in 2025. Administration stated that starting to address this matter now is important as further delays on starting these discussions will lead to further delays in potential implementation of Council’s decisions.

Mayor Miller shared her view that a successful destination has standards, but also that she does not want to see a by-law that is too restrictive to enforce or for Short Term Rentals to continue operations.

Mayor Miller further commented that in order to consider participating in Municipal Accommodation Tax (MAT), a Short-Term Rental By-law is required. MAT can support important Township of Pelee tourism programs and contribute to a strong and vital community.

**Resolution 2025 - 61**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Stephanie Briggs-Crawford

**That the Council of the Township of Pelee hereby receive the report from the Township Administrator & Clerk regarding Short Term Rental Licensing; and**

**Administration be directed to draft a municipal licensing framework and fee schedule, to be presented to Council for review, for the regulation of Short Term Rentals within the Township of Pelee.**

**CARRIED**

Councillor DeLellis requested a recorded vote.

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

**8. Correspondence**

- A. Richmond Hill** – Redistribution of Land Transfer Tax and GST
- B. The Corporation of the City of Sarnia** – Federal Government – Carbon Tax
- C. Township of South Stormont** – Rural Road Safety Program

**9. Notices of Motion**

There were no notices of motion.

**10. Recognitions and Announcements**

There were no recognitions or announcements.

## 11. By-laws

### A. By-law 2025 – 26

#### **Resolution 2025 –62**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Councillor Dave DeLellis

**That the Council of the Township of Pelee hereby adopt By-law 2025 – 26; Being a By-law to confirm the proceedings of the March 25<sup>th</sup> Meeting of Council.**

**CARRIED**

Prior to entering into a closed session, Mayor Miller called for a brief recess at 6:40 p.m. and passed the following motion:

#### **Resolution 2025 –63**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Councillor Stephanie Briggs-Crawford

**That Council hereby enter into closed session at 6:42 p.m. pursuant to Section 239 of the *Municipal act, 2001* to discuss the following items:**

#### **Subsection 239 (2) (c) acquisition or disposition of land**

**CARRIED**

## 12. Closed Session

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

### **A. North Wharf Divestiture**

*Closed to the public under Section 239 (2)(c) acquisition or disposition of land.*

Mayor Miller called the meeting back to order and entered a closed session at 6:42 p.m. to discuss update for the North Wharf Divestiture.

Council rose from the closed session and entered into open session at 6:55 p.m.

## 13. Adjournment

Mayor Miller adjourned the meeting at 6:55 p.m.

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**MAYOR,  
Catherine Miller**

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**TOWNSHIP ADMINISTRATOR & CLERK,  
Kristine Horst**

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2025-00021 to 2025-00032

Bank Code - General - General Bank Account

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
6862	2025-03-28	Minister of Finance	382003251238136	OPP LSR March	9,114.00	9,114.00
6863	2025-03-31	Bell Canada Public Access	175400	Airport Phone	56.50	56.50
6864	2025-03-31	WM Maxey	1226	Road Repair / Signage	915.30	915.30
6865	2025-03-31	Xerox Canada Ltd.	F63875207	Alta C8145	68.32	
			F63877798	B405DN Printer	26.86	95.18
6866	2025-04-11	Delage Landen Financial Serv.	10115742	Back Copier/Printer Lease	233.44	
			10115741	Copier/Lease	75.65	309.09
6867	2025-04-11	Bruce P. Elman	2025-01	Integrity Commissioner	167.25	167.25
6868	2025-04-11	Owen Sound Transportation	300004461	Freight	40.77	
			300004448	Freight	86.20	126.97
6869	2025-04-11	Poirier Electric Limited	3919	Clean/Work on Papos and Lights	845.24	845.24
6870	2025-04-11	Thomson Reuters Canada	851516453	Municipal Law User's Manual	195.00	195.00
6871	2025-04-14	McDougall Energy Inc.	1997896	Propane	5,302.12	5,302.12
					Total Computer Cheque:	17,126.65

**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2024153	2025-03-19	Caduceon Enterprises Inc.	I25-001734	PIPS Sampling	46.19	46.19
2025149	2025-03-17	GFL Environmental Inc.	GW0001223776	T/S Bin Rental	1,186.19	1,186.19
2025150	2025-03-14	Rita Jabbour Registered Professional	0000087	Third Party Review	169.50	169.50
2025151	2025-03-19	Caduceon Enterprises Inc.	I25-000741	PIPS Sampling	46.19	46.19
2025152	2025-03-19	Caduceon Enterprises Inc.	I25-001733	East Sampling	46.19	46.19
2025154	2025-03-19	Caduceon Enterprises Inc.	I25-001735	West Coliforms	144.45	144.45
2025155	2025-03-20	OMERS	2025-02	Monthly Remittances	28,918.88	28,918.88
2025156	2025-03-20	Bell Canada	7242994/25-03	Office Emerg Line	72.83	72.83
2025157	2025-03-25	Sausage Dog Promo Co.	1268	Brochures (30,000)	4,424.41	4,424.41
2025158	2025-03-25	Infrastructure Health & Safety Ass.	INV0240820	H&S Committee Course	4,712.10	4,712.10

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2025-00021 to 2025-00032

OTHER

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
2025159	2025-03-25	Collabria VISA 2025-03KH	Various Depts	1,297.64	1,297.64
2025160	2025-03-25	Employee Reimbursement 2025-02	Travel	44.62	44.62
2025161	2025-03-25	Employee Reimbursement 2025-03	Drainage Course Expenses	1,737.36	1,737.36
2025162	2025-03-31	Receiver General for Canada 2025-02	HST January	7,000.14	7,000.14
2025163	2025-03-31	Bell Mobility 2025-03	Cellphones/Wifi	180.22	180.22
2025164	2025-04-03	Leamington Sanitation 28902	Office	705.12	705.12
2025165	2025-04-02	Speedprint 61554	Marketing	2,796.75	2,796.75
2025166	2025-04-02	McTague Law Firm 331790	Legal Admin	598.90	598.90
2025167	2025-04-02	Pelee Island Co-Op 454855 454287 454838 1576	Fuel Delivery Fee Supplies Diesel Furnace Fuel	25.00 21.58 636.69 1,002.59	1,685.86
2025168	2025-04-09	Grand & Toy V628969	Battery Backup/Surge Protector	109.32	109.32
2025169	2025-04-09	Grand & Toy V630506	Supplies	1,831.62	1,831.62
2025170	2025-04-09	Hydro One Networks Inc. 20208808/25-03	Clinic/Ems	1,157.76	1,157.76
2025171	2025-04-09	Hydro One Networks Inc. 28439559/25-03	Street Lights	263.13	263.13
2025172	2025-04-09	Hydro One Networks Inc. 83434620/25-03	TS	51.39	51.39
2025173	2025-04-09	Hydro One Networks Inc. 15610196/25-03	Office	261.35	261.35
2025174	2025-04-09	Hydro One Networks Inc. 77827919/25-03	WWS	1,719.41	1,719.41
2025175	2025-04-09	Hydro One Networks Inc. 44044132/25-03	Roads	283.49	283.49
2025176	2025-04-09	Hydro One Networks Inc. 80314452/25-03	Airport	652.44	652.44
2025177	2025-04-09	Hydro One Networks Inc. 52014502/25-03	Marina Docks	31.86	31.86
2025178	2025-04-09	Hydro One Networks Inc. 78222686/25-03	Marina Office	31.86	31.86
2025179	2025-04-09	Hydro One Networks Inc. 24303346/25-03	Bonnett Building	106.12	106.12
2025180	2025-04-09	Hydro One Networks Inc. 03311435/25-03	Campground	70.53	70.53
2025181	2025-04-09	Hydro One Networks Inc. 03357410/25-03	CM	378.02	378.02
2025182	2025-04-09	Hydro One Networks Inc. 92357408/25-03	Farm	170.60	170.60

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2025-00021 to 2025-00032

**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025183	2025-04-09	Hydro One Networks Inc.				
			62688802/25-03	West Washroom	31.86	
			92398228/25-03	BM(N)	182.14	214.00
2025184	2025-04-09	Hydro One Networks Inc.				
			05280434/25-03	EWS	330.49	330.49
2025185	2025-04-09	Hydro One Networks Inc.				
			05283161/26-03	BM(W)	1,055.23	1,055.23
2025186	2025-04-11	D & T Auto Parts				
			8315-1311656	Gear Oil 80W90-5L	159.64	159.64
2025187	2025-04-11	Caduceon Enterprises Inc.				
			125-005127	East Sampling	46.19	46.19
2025188	2025-04-11	Caduceon Enterprises Inc.				
			125-005129	PIPS Sampling	46.19	46.19
2025189	2025-04-11	Caduceon Enterprises Inc.				
			125-005245	West Coliforms	113.80	113.80
2025191	2025-04-09	Customer Reimbursement				
			2025-01	Credit Card Fee Refund	37.02	37.02
2025192	2025-04-09	Customer Reimbursement				
			2025-01	Credit Card Fee Refund	37.02	37.02
2025193	2025-04-11	Essex Region Conservation Auth				
			1 N000021896	Q2 Cost Apportionment	2,598.44	2,598.44
2025194	2025-04-11	Employee Reimbursement				
			2025-04	Chain/Rope	446.19	446.19
2025195	2025-04-11	Employee Reimbursement				
			2025-01	Cleaning Supplies	47.11	47.11
2025196	2025-04-11	Software N Systems Computing				
			00029903	Email Changes	203.40	203.40
2025197	2025-04-11	WFS Ltd.				
			6226902	1/2" Clevis Slip Hook with Latch	38.10	38.10
2025198	2025-04-11	McTague Law Firm				
			332137	Legal Admin	2,827.83	2,827.83
2025199	2025-04-11	Canadian National Appraisal Service				
			13571	Appraisal Services	389.00	389.00
2025200	2025-04-14	Collabria VISA				
			2025-04MF	Various Depts	1,209.93	1,209.93
2025201	2025-04-15	Zone Five Consulting				
			Pelee_2025_01	Broadband	42,375.00	42,375.00
2025202	2025-04-15	Southwestern Sales Corporation				
			22041012	Cold Patch	2,064.51	2,064.51
				<b>Total Other:</b>		<b>117,171.53</b>
				<b>Total General:</b>		<b>134,298.18</b>

Certified Correct This April 15, 2025

Date Printed  
2025-04-15 11:45 AM

**Township of Pelee**  
**List of Accounts for Approval**  
Batch: 2025-00021 to 2025-00032

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Mayor, Catherine Miller

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Treasurer, Michelle Feltz

**DESTINATION DEVELOPMENT COMMITTEE MEETING  
MINUTES**

**Wednesday February, 19 2025, 5:00 pm  
Electronic Meeting via Zoom**

Members of Committee: Mayor Cathy Miller  
Councilor Michelle Taylor  
Alyssa Dreiman-Staples  
Melissa Malloch  
Emma Nolan  
Troy Dunn – ABSENT

Members of Administration: Community Services Manager Danielle Truax

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**1. Call to Order**

Councilor Taylor called the virtual Destination Development Committee Meeting to order at 5:02 p.m.

**2. Amendments to the Agenda**

No amendments to the agenda were noted.

**3. Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**4. Confirmation of Previous Minutes**

**A. Destination Development Committee Meeting Minutes – January 15, 2025.**

Resolution 2025 – DD04	
Moved by: A. Dreiman Staples	Seconded by: M. Malloch

“Be it resolved that the Destination Development Committee meeting minutes from January 15, 2025 be adopted and forwarded to Council for information.”

**CARRIED**

**5. Reports/Discussions**

**A. Enabling Opportunity: Ontario’s Rural Economic Development Strategy**

i. <https://ontario.ca/ruralstrategy>

Mayor Miller joined the meeting at 5:04 and provided a brief introduction to the new Ontario Ministry of Rural Affairs, as well as the recently released “Rural Strategy”. The strategy outlines several goals of the Ministry with a particular focus on economic development and tourism initiatives in rural areas such as Pelee.

The Destination Development Committee should seek out opportunities as they are

presented under this Ministry which support initiatives on Pelee. Discussion was for information only.

**B. Township of Pelee 2025 Marketing Initiative options and business registry**  
Mayor Miller noted the Township has entered into a contract with Digital Engage for the interactive mapping tool presented to the Committee and Island businesses in 2024.

The Township has sent out Marketing and Advertising Campaign Packages to island businesses. Two new items of note, include option to be listed on the digital mapping tool (Digital Engage) and Business Registry Form.

Council supported the establishment of a free Business Registry for all businesses operating on Pelee Island. It was acknowledged the registry is a useful tool to collect and provide more impactful data about businesses operating on Pelee to residents and visitors. Discussion was for information only.

**C. Season Starter Open House**

Mayor Miller noted the success of the past in person and virtual open house events which were initiated by the Committee to promote discussion amongst businesses.

A tentative date of May 15<sup>th</sup> for an in person open house was suggested. Businesses that are not able to attend will be encouraged to send a staff member on their behalf or to provide information on 2025 season operations/expectations in writing to be shared with group.

Township staff will approach Legion regarding availability and rental space cost. It is to be confirmed if the Legion will make a cash bar open for those attending following the open house.

Committee members were asked to consider ideas or speakers to be placed on the open house agenda which will encourage businesses to engage with each other. Possible considerations include representative from Community Futures or additional details on how Digital Engage platform and QR codes will be administered around the island and online.

**D. Updates from the Chair**

- I. **Directional Signage Budget Allocation** of 5k included as part of budget being presented to Council on February 25<sup>th</sup>. If approved, Township staff will collect ideas and samples of potential signage and seek input from Committee. Committee members can forward the same to D. Truax.
- II. **Registration has Opened for the 2025 Pelee Island Winery Half Marathon with a confirmed date of May 31**  
It has been confirmed that the Half Marathon will take place on May 31<sup>st</sup>, 2025. There will be a 7:00 am boat that day to accommodate runners. 2025 Ferry schedule available online.
- III. **TWEPI 2025 Playbook**  
Mayor Miller highlighted the TWEPI 2025 playbook. Noted that there is a promotional focus on information and activities related to biking and birding and outdoor adventure experiences. TWEPI is also promoting cycling and Waterfront Trail, including Pelee Island. Businesses are encouraged to consider what is required to be an accredited cycling property offering amenities for bikers at their locations.

Given the number of visitors coming to Pelee to bike or with bikes, the Township and business should take cycling infrastructure into consideration.

Noted it is likely the Island will entertain more outdoor activity-based influencers in 2025.

It was confirmed that businesses can individually choose to subscribe to TWEPI and are encouraged to leverage the resources offered by that group on their behalf.

**IV. Job Opportunities – Seasonal marina and Campground Staff**

Committee members were encouraged to share the current Township job postings.

**V. FYI – Best Boating Cities in Canada**

Mayor Miller acknowledged neighbouring marina among the best in the country with mention of Pelee Island as a nearby destination

- i. <https://windsorite.ca/2025/02/leamington-named-5-boating-city-in-canada-for-2025>
- ii. <https://boatbooker.com/blog/best-boating-cities-in-canada/>

**E. Review of updated Tourism Asset Inventory (Discussion deferred from October 16, 2024 meeting)**

2024 updated tourism asset inventory was circulated by Mayor. It was noted the inventory is a reflection of the Island’s capacity to support visitors and activities happening on the island. It can also be an indicator where there are gaps and opportunities for investment. The 2025 Advertising Campaign and Business Registry will be a helpful resource to capture updated information on businesses.

**6. Notices of Motion**

There were no notices of motion.

**7. Recognitions and Announcements**

Mayor Miller recognized the Pelee Island businesses which were nominated for the 2025 “Best of Windsor Awards” and encouraged members to share voting on social media.

Clayton Walls, member of the public joined at 5:36.

**8. Adjournment**

The Chair called the Destination Development Committee Meeting adjourned at 5:38 p.m.

**Original signed by:**

**Cathy Miller, Mayor**  
**Chair, Destination Development Committee**

**Original signed by:**

**Danielle Truax, Community Services Manager**  
**Recording Secretary, Destination Development Committee**

## **MTO / OSTC / Pelee Meeting Minutes**

March 26, 2025

### **ATTENDEES**

**Township of Pelee:** Mayor Cathy Miller, Township Administrator & Clerk Kristine Horst

**MTO:** Zsolt Katzirz

**OSTC:** Emma Nolan

### **DISCUSSIONS**

#### **1. Kingsville Dredging**

- a. Working through approvals
- b. No dredging has started as of yet
- c. Dredging should commence by July at the latest

#### **2. Leamington Dredging**

- a. On going overall project to maintain depth is needed at the Port
- b. There is a plan in place for annual and long-term dredging

#### **3. Pelee Islander 2 Dry Dock**

- a. The PI2 is being floated March 26 and beginning tests before making its journey back to Leamington for the start of the ferry season
- b. PI2 remains on schedule as of today

#### **4. 2025 Ferry Season**

- a. First ferry of the season will be departing Leamington for Pelee Island on March 31<sup>st</sup> at 6pm
  - i. First sailing of the season has a full vehicle deck

## **MTO / OSTC / Pelee Meeting Minutes**

April 16, 2025

### **ATTENDEES**

**Township of Pelee:** Mayor Cathy Miller, Township Administrator & Clerk Kristine Horst

**MTO:** Zsolt Katzirz

**OSTC:** Emma Nolan

### **DISCUSSIONS**

#### **1. Dredging**

- a. The Leamington Port is in good condition, and will have further dredging work scheduled in the near future.
- b. The Kingsville Port is expected to have further dredging work scheduled and completed this season.
  - i. Work will include the shipping channel and source area.

#### **2. Operations**

- a. General operations running smoothly.
- b. It was noted the vehicle deck is often full with large equipment and vehicles constantly moving.

#### **3. Recognition**

- a. The Mayor recognized OSTC for inviting the Township to participate with them at the Staycation Expo in April as both organizations are government linked, but with tourism aspects.



THE CORPORATION OF THE  
*Township Of Pelee*  
 THE CORPORATION OF THE TOWNSHIP OF PELEE  
 REPORT NO. 2025 – 21 MF

<b>Author's Name: Michelle Feltz</b>	<b>Report Date: April 15, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: Surplus Equipment**

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**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Treasurer regarding Surplus Equipment **BE RECEIVED** as information.
2. Council deem the equipment in this report as surplus and that it be sold through an online auction platform.

**2. DISCUSSION:**

The following items have been recommended to be deemed surplus by the public works department and administration:

- i. John Deere 2305 zero turn lawnmower (2006)
- ii. Kioti ZXR60 –zero turn lawn mower (2019)
- iii. International 986 Tractor (1981)
- iv. McConnell PA 92 Flail Mower

**4. FINANCIAL MATTERS:**

The surplus equipment will be listed on an online auction platform and the funds received will be allocated to the equipment/fleet reserves.

**6. CONCLUSION:**

Please refer to the recommendations section.



Michelle Feltz  
**Treasurer**

**MF**

**DEPARTMENTS/OTHERS CONSULTED: Parks, Roads**

**Name:**

**Title:**           **Email:**

**Attachments:**

None



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2025 - 22 MF

<b>Author's Name: Michelle Feltz</b>	<b>Report Date: April 16, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: Financial Summary and Budget to Actuals at March 31, 2025**

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**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Treasurer dated April 16, 2025 regarding the Financial Summary and Budget to Actuals at March 31, 2025 **BE RECEIVED** as information.

**2. EXECUTIVE SUMMARY:**

**Bank Balance and Interest**

	<b>Balance at March 31, 2024</b>	<b>Balance at March 31, 2025</b>
General bank account balance	\$1,369,047	\$1,872,158
Operating loan	\$0	\$0
Year to date interest revenue	\$1,169	\$2,945
Temporary borrowing expense	\$0	\$0

**Current Loan Balances**

<b>Loan</b>	<b>Interest Rate</b>	<b>Monthly Payments</b>	<b>Balance at March 31, 2025</b>	<b>Maturity Date</b>
Commercial Term Loan - Grader and Capital Projects	4.65%	\$2,215	\$113,212	December, 2028
Commercial Term Loan - Marina Docks	2.84%	\$1,946	\$115,498	July, 2025
Commercial Term Loan - Water Treatment Plant Upgrade	2.49%	\$1,349	\$86,524	December, 2025
Commercial Term Loan - Equipment: Tractor and Mower	3.58%	\$1,192	\$90,124	May, 2027
			<b>\$405,358</b>	



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Michelle Feltz  
**Treasurer**

**MF/**

**Attachments:**

1. 2025 Capital Projects and Equipment Update
2. 2025 Budget to Actual by Department at March 31, 2025

**DEPARTMENTS/OTHERS CONSULTED: All departments**

**Name:**

**Title:           Email:**

Township of Pelee 2025 Budget-CAPITAL

Department	Description	2025 Budget Estimate	Status at March 31, 2025
<b>Airport</b>			
	Property Maintenance-Drainage/Brushing \$60K Lighting \$12K over three years	\$ 72,000	Consultation regarding lighting completed.
<b>Broadband</b>			
	Pelee Broadband Project	\$ 3,274,047	Substantial completion.
<b>Drainage</b>			
Drainage Big Marsh	North Pump Repairs	\$ 400,000	Engineer recommendations received.
Drainage Big Marsh	Building/Equipment Upgrades-Ventilation/Safety	\$ 10,000	Currently sourcing costs.
Drainage Curry Marsh	Building/Equipment Upgrades-Ventilation/Safety	\$ 10,000	Currently sourcing costs.
Drainage/Road	Canal Bank Repairs	\$ 100,000	Coordinating with Drainage Superintendent.
Drainage	Auxiliary Pump	\$ 10,000	Coordinating with Drainage Superintendent.
Drainage-Other Drains	Hamel, Curry Bridge	\$ 204,120	Coordinating with Drainage Superintendent.
<b>Transfer Station</b>			
	Fleet/Equipment Reserve	\$ 2,500	Allocate to reserves at end of year.
	Increase Capacity-Cement Pads	\$ 30,000	Currently sourcing costs.
<b>Marina</b>			
	Capital Upgrades & Rehabilitation-Fuel Service-Equipment & Dock	\$ 85,500	Coordinating request for proposal.
	Bonnett Building Capital Repairs-secure building	\$ 15,000	To be determined.
<b>Campground</b>			
	Capital Upgrades & Rehabilitation/Accessibility & Safety-Pavilion	\$ 15,000	Coordinating work plans.
<b>Administration</b>			
	Shoreline-Annual Contribution	\$ 200,000	Allocate to reserves at end of year.
	Shoreline-Emergency	\$ 250,000	
	North Harbour Divestiture	\$ 65,978	Ongoing.
	Municipal Office Upgrades and Equipment	\$ 15,000	Assessing needs-computers & work stations.
<b>Emergency Services non Fire</b>			
	Facilities- Medical Centre	\$ 20,000	Planning required with municipal partners.
<b>Parks and Recreation</b>			
	Equipment-Mower & Wood Chipper	\$ 25,000	New lawn mower leased. Wood chipper purchased.
	Fleet	\$ 2,500	Allocate to reserves at end of year.
<b>Roads</b>			
	Emergency Road Repairs	\$ 150,000	
	Fleet/Equipment - Vehicle Tar Machine	\$ 90,000	Tar machine and aggregate chip spreader purchased.
	Gravel Resurfacing Plan including shoulder removal	\$ 195,000	Work plans have been prioritized.
	Canal Bank Repairs	as above	
<b>West Water System</b>			
	Equipment	\$ 25,000	New SCADA computer and application ordered with support workstation, software, alarm setup, and programming.
	Fleet/Equipment Reserve	\$ 15,000	Allocate to reserves at end of
	Emergency Repairs	\$ 200,000	
<b>East Water System</b>			
	Plant Upgrades	\$ 10,000	Assessing with consultant.
	Emergency Repairs	\$ 200,000	
<b>Totals</b>		<b>\$ 5,691,645</b>	

## Airport

	2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>		
15-310-5500 Airport Landing Fees	\$3,500	
15-310-5503 Currency Exchange		
15-310-5600 Donations	\$30,000	
15-310-5601 Airport and Donations		
15-310-6999 Transfer from Reserves	\$42,000	
15-310-7900 Capital Borrowing		
<b>Revenue Total</b>	\$75,500	\$0.00
<b>Expenses:</b>		
17-310-7020 Employee Costs	\$27,818	\$5,395.12
18-310-7030 Travel Expense Airport		
18-310-7140 Courses and Seminars	\$500	
18-310-7153 Telephone/Fax Airport	\$1,050	132.82
18-310-7154 Hydro Airport	\$4,000	2100.58
18-310-7192 Materials and Supplies	\$3,500	\$573
18-310-7193 Vehicle Expense	\$2,000	
18-310-7194 Equipment Rental		
18-310-7196 Licenses and Permits	\$1,500	\$50.50
18-310-7230 Equipment Maintenance	\$5,000	\$1,560.15
18-310-7235 Drainage Charges	\$12,462	
18-310-7240 Building & Lot Maintenance	\$5,500	\$122.11
18-310-7242 Fuel Expense	\$2,500	\$1,557.83
18-310-7245 Septic Maintenance		
18-310-7300 Insurance	\$13,500	
18-310-7303 Planning & Consulting	\$25,000	
18-310-7353 LOAN PRINC-AIRPORT	\$3,413	\$859.01
18-310-7800 Capital Expense	\$72,000	
18-310-7801 Capital Fleet/Equipment		
18-310-7900 Transfer to Reserves		
<b>Expense Total</b>	\$179,743	\$12,351.59
<b>Net Surplus (Deficit)</b>	(\$104,243)	(\$12,351.59)

### Ambulance

		2025	2025
		BUDGET	ACTUAL
<b>Revenue:</b>			
15-530-7154	Hydro Reimbursements	\$5,500	
<b>Revenue Total</b>		\$5,500	\$0.00
<b>Expenses:</b>			
18-530-7154	Hydro Ambulance Bay	\$5,500	\$1,904.29
18-530-7147	Transfer Station Fees	\$400	
18-530-7230	Equipment Maintenance		
18-530-7240	Building and Lot Maintenance	\$1,000	
18-530-7300	Insurance	\$1,191	
18-530-7320	Ambulance Contributions	\$93,070	
<b>Expense Total</b>		\$101,161	\$1,904.29
<b>Net Surplus (Deficit)</b>		<b>(\$95,661)</b>	<b>(\$1,904.29)</b>

### Medical Centre

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-520-5810	Rent and Expenses - Clinic				
15-520-5600	Grant Funding				
15-520-7154	Hydro Reimbursement		\$5,500		
15-520-5600	Donation		\$20,000		
<b>Revenue Total</b>			\$25,500		\$0.00
<b>Expenses:</b>					
18-520-5611	Heliport Expenses				
18-520-7154	Hydro Clinic		\$5,500		\$1,904.30
18-520-7192	Materials and Supplies				
18-520-7230	Equipment Maintenance				
18-520-7240	Building and Lot Maintenance		\$1,500		
18-520-7245	Septic Maintenance		\$350		
18-520-7300	Insurance		\$1,071		
18-520-7317	Health Unit Contributions		\$8,225		
18-520-7800	Capital		\$20,000		
<b>Expense Total</b>			\$36,646		\$1,904.30
<b>Net Surplus (Deficit)</b>			<b>(\$11,146)</b>		<b>(\$1,904.30)</b>

### Cemeteries

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-500-5500	Interest Revenue Cemetery				
15-500-5600	Other Revenue				
15-500-5960	Perpetual Care Fees		\$50		
15-500-5950	Lot Sales		\$1,360		
15-500-5970	Plot Preparation Fees		\$780		
15-500-6999	Transfers Perpetual Care Fund		\$7,500		
<b>Revenue Total</b>			\$9,690		\$0.00
<b>Expenses:</b>					
17-500-7020	Employee Costs		\$10,865		
18-500-7030	Travel Expense-Staff				
17-500-7240	Building and lot maint.		\$7,500		
<b>Expense Total</b>			\$18,365		\$0.00
<b>Net Surplus (Deficit)</b>			<b>(\$8,675)</b>		\$0.00

## Broadband

		2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>			
15-130-5100	ICON Grant		
15-130-5200	UBF Grant		
15-130-5300	Agreements	\$16,740	
15-130-7900	Capital Borrowing		
15-130-6999	Transfer from Broadband Reserve	\$3,274,047	
<b>Revenue Total</b>		<b>\$3,290,787</b>	<b>\$0</b>
<b>Expenses:</b>			
18-130-6999	Transfer to reserves-broadband		
18-130-7301	Broadband-Legal Expenses		
18-130-7800	Broadband Project Expenses	\$3,197,727	
18-130-7801	Broadband Consultant Expenses	\$76,320	\$38,160.07
18-130-7302	Broadband Borrowing Expense	\$10,000	\$1.25
<b>Expense Total</b>		<b>\$3,284,047</b>	<b>\$38,161.32</b>
<b>Net Surplus (Deficit)</b>		<b>\$6,740</b>	<b>(\$38,161.32)</b>

## Building Services

		2025 BUDGET	2025 ACTUAL
<b>Expenses:</b>			
18-230-7030	Travel Expense - Staff	\$650	
18-230-7055	Building Service Fees		
18-230-7140	Courses and Seminars	\$2,000	
<b>Expense Total</b>		<b>\$2,650</b>	<b>\$0.00</b>
<b>Net Surplus (Deficit)</b>		<b>(\$2,650)</b>	<b>\$0.00</b>

## Council

		2025	BUDGET	2025	ACTUAL
<b>Expenses:</b>					
17-180-7020	Municipal Officers Allowance		\$40,000		\$10,000.00
18-180-7030	Travel and Conference Expense		\$2,000		
18-180-7031	CPP Expense		\$1,400		\$334.68
18-180-7034	EHT Expense		\$800		\$195.02
18-180-7037	Green Shield Expense				
18-180-7150	Council Grants		\$3,000		\$2,835.07
18-180-7160	Other Expenses		\$500		
18-180-7170	Special Meetings				
18-180-7180	Council Meeting Expenses (Rental, etc.)		\$1,500		\$87.48
18-180-7192	Materials & Supplies				
<b>Expense Total</b>			\$49,200		\$13,452.25
<b>Net Surplus (Deficit)</b>			(\$49,200.00)		(\$13,452.25)

## By-Law Enforcement

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-250-5810	Weed Control		\$1,000		
15-250-5812	Dog Licensing		\$650		\$430.00
15-250-5816	Parking Fees		\$9,750		\$1,041.90
15-250-5817	By-law Enforcement Fees		\$1,000		\$400.00
15-250-5818	Trailer Fees		\$9,000		\$1,550.00
<b>Revenue Total</b>			\$21,400		\$3,421.90
<b>Expenses:</b>					
17-250-7020	Employee Costs		\$14,312		
18-250-7010	Weed Control		\$500		\$407.04
18-250-5812	Dog Licences		\$250		
18-250-7015	Towing				
18-250-7030	Travel Expense		\$1,500		
18-250-7031	CPP Expense				
18-250-7032	EI Expense				
18-250-7033	WSIB Expense				
18-250-7034	EHT Expense				
18-250-7055	By Law Operator Contract		\$43,000		
18-250-7140	Courses		\$1,750		
18-250-7156	Advertising and Promotion				
18-250-7192	Materials and Supplies		\$1,000		
18-250-7193	Vehicle Expense				
<b>Expense Total</b>			\$62,312		\$407.04
<b>Net Surplus (Deficit)</b>			(\$40,912)		\$3,014.86

## Campground

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-610-5211	Grants - Canada Summer Jobs-Pending		\$6,020		
15-610-5503	Currency Exchange				
15-610-5815	Campground Fees		\$78,000		\$12,337.05
15-610-5816	Revenue-AdminFee Campground		\$5,500		\$535.00
15-610-5817	Concession Sales Revenue		\$25,000		\$2.76
15-610-5610	Donations Campground				
15-610-5620	Lease & Other Agreements		\$25,000		
15-610-6999	Transfer from Reserves/Reserve Fund		\$15,000		
<b>Revenue Total</b>			<b>\$154,520</b>		<b>\$12,874.81</b>
<b>Expenses:</b>					
17-610-7020	Employee Costs		\$57,379		\$1,213.28
18-610-7030	Travel Expense - Staff		\$700		
18-610-7130	Memberships		\$5,500		
18-610-7140	Courses & Seminars				
18-610-7147	Transfer Station Fees		\$500		
18-610-7151	Office Expense		\$500		
18-610-7153	Telephone/Internet		\$430		
18-610-7154	Hydro East Park Campground		\$2,000		\$197.22
18-610-7155	Water Usage Charges		\$1,500		
18-610-7156	Advertising/Promotion		\$2,000		
18-610-7157	Payment and Reservation Processing Fees		\$3,300		\$456.72
18-610-7191	Health and Safety		\$1,500		\$334.59
18-610-7160	Other Expenses				
18-610-7192	Materials and Supplies		\$5,000		\$330.14
18-610-7196	Licences & Permits				
18-610-7230	Equipment Maintenance		\$750		
18-610-7235	Drainage Charges		\$2,091		
18-610-7240	Building and Lot Maintenance		\$12,000		
18-610-7242	Fuel Expense		\$100		
18-610-7245	Septic Maintenance		\$4,500		
18-610-7300	Insurance		\$582		
18-610-7303	Planning & Consulting		\$25,000		
18-610-7305	Concession Store Purchases		\$10,000		
18-610-7354	Loan Payment - Campground		\$1,670		\$417.80
18-610-7355	Cash Over/Short				
18-610-7800	Grant Expenses				
18-610-7800	Capital Expenses		\$15,000		
18-610-7900	Transfer to Reserves				
<b>Expense Total</b>			<b>\$152,002</b>		<b>\$2,949.75</b>
<b>Net Surplus (Deficit)</b>			<b>\$2,518</b>		<b>\$9,925.06</b>

## Big Marsh Drainage

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
14-420-5100	Big Marsh Drainage Charges		\$378,178		
15-420-5200	Grants Provincial		\$147,737		
15-420-5210	Grant-Federal				
15-420-5200	Grant Enabling Water				
15-420-5300	Municipal Transfers		\$45,636		
15-420-6999	Transfer from Reserves		\$83,616		
<b>Revenue Total</b>			\$655,167		\$0.00
<b>Expenses:</b>					
17-420-7020	Employee Costs		\$49,992		\$10,235.67
18-420-7030	Travel/Accommodation/Courses		\$1,500		\$1,063.24
18-420-7153	Telephone/Fax Big Marsh		\$860		\$61.06
18-420-7154	Hydro Big Marsh		\$12,500		\$3,244.47
18-420-7160	Other Expense				
18-420-7156	Advertising and Promotion				
18-420-7191	Health & Safety		\$1,500		\$212.17
18-420-7192	Materials and Supplies		\$1,500		\$613.36
18-420-7193	Vehicle Expense				\$19.60
18-420-7230	Equipment Maintenance		\$10,000		
18-420-7240	Building and Lot Maintenance		\$3,000		
18-420-7242	Fuel Expense		\$45,000		\$13,046.11
18-420-7300	Insurance		\$1,815		
18-420-7304	Planning & Consulting - Big Marsh		\$7,500		
18-420-7800	Capital Expense		\$520,000		
<b>Expense Total</b>			\$655,167		\$28,495.68
<b>Net Surplus (Deficit)</b>			\$0		(\$28,495.68)

## Curry Marsh Drainage

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
14-440-5100	Curry Marsh Drainage Charges		\$38,518		
15-440-5200	Grants - Provincial		\$14,835		
15-440-5210	Grants - Federal				
15-440-5300	Municipal Transfers		\$5,851		
<b>Revenue Total</b>			\$59,204		\$0.00
<b>Expenses:</b>					
17-440-7020	Employee Costs		\$15,889		\$2,529.60
17-440-7030	Travel/Accom/Training		\$750		\$531.61
18-440-7153	Telephone/Fax Curry Marsh		\$430		
18-440-7154	Hydro Curry Marsh		\$3,250		\$978.85
18-440-7156	Advertising and Promotion				
18-440-7191	Health & Safety		\$1,500		\$212.17
18-440-7192	Materials and Supplies		\$1,500		\$155.18
18-440-7193	Vehicle Expense				
18-440-7230	Equipment Maintenance		\$5,000		
18-440-7240	Building and Lot Maintenance		\$1,750		
18-440-7242	Fuel Expense		\$13,500		\$3,919.11
18-440-7304	Planning & Consulting		\$5,000		
18-440-7300	Insurance		\$635		
18-440-7800	Curry Marsh -Bridge				
18-440-7800	Capital Expense		\$10,000		
<b>Expense Total</b>			\$59,204		\$8,326.52
<b>Net Surplus (Deficit)</b>			\$0		(\$8,326.52)

### Drain Maintenance Other

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
14-450-5100	Drainage Charges-other drains		\$140,895		
15-450-5200	Grants - Provincial		\$39,599		
15-450-5210	Grant-Federal OTHER DRAIN				
15-450-5300	Municipal Transfers		\$13,472		
15-450-5500	OMAFRA Tile Loan		\$13,587		
15-450-6999	Transfer from Reserve-DRMO		\$10,154		
<b>Revenue Total</b>			\$217,707		\$0.00
<b>Expenses:</b>					
18-840-5400	Tile Drainage Loan				
18-450-5450	Tile Loan Payments to OMAFRA		\$13,587		
18-450-7303	Planning & Consulting				
18-450-7400	Stoltz Drain				
18-450-7401	Henderson Drain				
18-450-7402	Gardner Drain-Maintenance				
18-450-7403	Huffman Drain-Maintenance				
18-450-7404	Drain #4-Maintenance/Restoration				
18-450-7405	Patsy Carter Drain-Maintenance				
18-450-7407	Hooper Drain				
18-450-7408	Irwin Parsons Drain North & South				
18-450-7410	Hamel Drain Extension				
18-450-7412	Victoria Drain				
18-450-7413	Hamel Drain		\$144,120		
18-450-7414	West Shore Road Drain #2-Bridge				
18-450-7415	Gardner Drain-East West Road Culvert				
18-450-7416	Curry Marsh Drain- Bridge		\$60,000		
18-450-7420	West Shore Drain#2 - Spender				
18-450-7800	Capital Expense				
18-450-7900	Transfer to Reserves-Drain Other				
<b>Expense Total</b>			\$217,707		\$0.00
<b>Net Surplus (Deficit)</b>			\$0.00		\$0.00

### Drainage Superintendent

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-460-5200	Grants - Provincial		\$24,750		
15-400-5820	Custom Work-Drainage				
<b>Revenue Total</b>			\$24,750		\$0.00
17-460-7020	Drainage Superintendent Fees				
18-460-7031	CPP Expense				
18-460-7032	EI Expense				
18-460-7033	WSIB Expense				
18-460-7034	EHT Expense				
18-460-7035	OMERS Expense				
<b>Expenses:</b>					
18-460-7120	Drainage Superintendent Contracted Service		\$46,500		\$529.15
18-460-7130	Memberships/Training		\$2,000		
18-460-7131	Travel Expense		\$1,000		
18-460-5600	Other Expense				
<b>Expense Total</b>			\$49,500		\$529.15
<b>Net Surplus (Deficit)</b>			(\$24,750)		(\$529.15)

## East Shore Water

		2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>			
15-415-5210	Grants		
15-415-5801	East Shore Water User Charges	\$9,750	\$1,986.72
15-415-7900	Capital Borrowing	\$200,000	
15-415-6999	Transfer from Reserves	\$10,000	
<b>Revenue Total</b>		<b>\$219,750</b>	<b>\$1,986.72</b>
<b>Expenses:</b>			
17-415-7020	Employee Costs	\$24,491	\$3,567.86
18-415-5201	CWWF Grant Expenses		
18-415-7030	Travel Expense - Staff		
18-415-7130	Memberships		
18-415-7140	Courses and Seminars	\$500	
18-415-7151	Office Expense		
18-415-7153	Telephone East Shore Water	\$430	\$30.53
18-415-7154	Hydro East Shore Water	\$2,300	\$1,065.48
18-415-7156	Advertising and Promotion		
18-415-7161	Delivery Charges		
18-415-7191	Health & Safety		
18-415-7192	Materials and Supplies	\$2,500	
18-415-7193	Vehicle Expense	\$1,000	
18-415-7197	Water Testing	\$600	\$182.83
18-415-7230	Equipment Maintenance	\$4,500	
18-415-7240	Building & Lot Maintenance	\$1,000	
18-415-7242	Fuel Expense		
18-415-7300	Insurance	\$282	
18-415-7800	Capital Expense	\$10,000	
18-415-7802	Capital-Emergency Repairs	\$200,000	
<b>Expense Total</b>		<b>\$247,603</b>	<b>\$4,846.70</b>
<b>Net Surplus (Deficit)</b>		<b>(\$27,853)</b>	<b>(\$2,859.98)</b>

## Fire Services

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-200-5500	Interest Revenue				
15-200-5600	Donation Revenue		\$3,000		
15-200-5200	OFM-Fire Safety/Protection Grant		\$8,230		\$8,230.45
15-200-6999	Transfer from Reserves				
15-200-7160	Other Revenue				
<b>Revenue Total</b>			<b>\$11,230</b>		<b>\$8,230.45</b>
<b>Expenses:</b>					
17-200-7020	Employee Costs		\$18,000		\$1,584.13
18-200-7030	Travel Expense - Staff		\$500		
18-200-7130	Memberships				
18-200-7135	Subscription and Books				
18-200-7140	Courses and Seminars		\$2,500		
18-200-7147	Transfer Station Fees		\$9		
18-200-7151	Office Expense				
18-200-7153	Telephone		\$430		\$30.53
18-200-7154	Hydro				
18-200-7156	Advertising and Promotion		\$100		
18-200-7161	Delivery Charges				
18-200-7191	Health & Safety		\$1,500		\$848.68
18-200-7192	Materials and Supplies		\$1,500		
18-200-7193	Vehicle Expense		\$10,000		
18-200-7195	Propane		\$1,500		\$2,387.37
18-200-7196	Licenses and Permits		\$1,000		\$101.00
18-200-7230	Equipment Maintenance		\$7,000		
18-200-7235	Equipment		\$8,000		
18-200-7235	OFM Fire Protection Grant Expenses		\$8,230		
18-200-7240	Building & Lot Maintenance		\$500		
18-200-7303	Planning & Consulting		\$7,500		
18-200-7242	Fuel		\$775		
18-200-7300	Insurance		\$10,244		
18-200-7700	Fire Association Expenses				
18-200-7800	Capital Expense				
18-200-7801	Capital Fleet/Equipment				
18-200-7900	Transfer to Reserves				
<b>Expense Total</b>			<b>\$79,288</b>		<b>\$4,951.71</b>
<b>Net Surplus (Deficit)</b>			<b>(\$68,058)</b>		<b>\$3,278.74</b>

## Transfer Station

	2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>		
15-400-5503 Currency Exchange		\$5.26
15-400-5250 AMO Canada Community-Building Fund		
15-400-5815 Mulch Revenue	\$350	\$10.00
15-400-5817 Metal Disposal Fees Collected	\$2,500	\$234.00
15-400-5818 Bag Tag Sales	\$51,000	\$3,719.50
15-400-5819 Metal Fees Received on Deposit	\$2,000	
15-400-5820 Blue/Red Box Composter Sales	\$50	
15-400-5825 Blue Box Program-Provincial	\$24,000	\$6,024.59
15-400-5830 Appliance/Electronic Disposal Expenses	\$800	\$221.00
15-400-6900 Transfer from Reserves	\$31,178	
15-400-5840 Agreements	\$12,000	\$12,000.00
15-400-7022 Bulk Load Fees	\$13,000	\$863.14
<b>Revenue Total</b>	<b>\$136,878</b>	<b>\$23,077.49</b>
<b>Expenses:</b>		
17-400-7020 Employee Costs	\$67,306	\$15,712.68
18-400-7053 Disposal Fees Bagged Garbage	\$10,000	
18-400-7054 Disposal Fees Bulk Loads	\$4,500	
18-400-7055 Bin Delivery/Removal Bulk Loads	\$15,000	
18-400-7056 Bin Delivery/Removal Recyclables	\$10,000	
18-400-7057 Bin Del /Removal Bagged/Tagged Waste	\$20,000	
18-400-7059 Appliance/Electronic Disposal Expenses	\$3,500	
18-400-7140 Courses and Seminars	\$500	
18-400-7153 Telephone	\$430	\$30.53
18-400-7154 Hydro Expense	\$600	\$165.72
18-400-7156 Advertising and Promotion	\$250	
18-400-7160 Other Expense		
18-400-7161 Delivery Charges		
18-400-7191 Health and Safety	\$1,500	\$551.61
18-400-7192 Materials and Supplies	\$1,000	\$12.51
18-400-7193 Vehicle Expense	\$3,500	
18-400-7194 Equipment Rental Contract	\$20,750	\$2,136.42
18-400-7230 Equipment Maintenance	\$2,000	
18-400-7240 Building and Lot Maintenance	\$2,500	
18-400-7242 Fuel Expense - Vehicles	\$3,000	\$343.09
18-400-7300 Insurance	\$420	
18-400-7303 Landfill Planning & Consulting	\$20,600	
18-400-7355 Cash Over/Short		
18-400-7800 Capital Expense	\$30,000	
18-400-7801 Capital Fleet Equipment	\$2,500	
<b>Expense Total</b>	<b>\$219,856</b>	<b>\$18,952.56</b>
<b>Net Surplus (Deficit)</b>	<b>(\$82,978)</b>	<b>\$4,124.93</b>

## Marina

		2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>			
15-600-5210	Federal Grant - DFO		
15-600-5211	Provincial Grants		
15-600-5210	Grants - Canada Summer Jobs (pending)	\$12,040	
15-600-5220	Sale of Assets-Marina		
15-600-5503	Currency Exchange		
15-600-5600	Other Revenue		
15-600-5620	Lease & Other Agreements	\$25,000	
15-600-5812	Seasonal Dockage	\$70,000	\$39,582.19
15-600-5813	Transient Dockage	\$196,000	
15-600-5814	Concessions	\$25,000	
15-600-5815	Concessions Other		
15-600-5816	Fuel Sales		
15-600-5817	Fishing License Sales	\$500	
15-600-6999	Transfer from Reserves	\$75,500	
15-600-7900	Capital Borrowing		
<b>Revenue Total</b>		<b>\$404,040</b>	<b>\$39,582.19</b>
<b>Expenses:</b>			
17-600-7020	Employee Costs	\$74,946	\$1,006.17
18-600-7030	Scudder Marina Travel Expense - Staff	\$100	
18-600-7140	Courses and Seminars	\$850	
18-600-7147	Transfer Station Fees	\$800	
18-600-7150	Computer Expense	\$5,000	
18-600-7151	Office Expense	\$2,000	
18-600-7153	Telephone/Internet	\$430	\$256.40
18-600-7154	Hydro	\$3,750	\$177.74
18-600-7156	Advertising/Promotion	\$2,800	
18-600-7160	Other Expenses		
18-600-7191	Health & Safety	\$1,500	\$212.17
18-600-7192	Materials and Supplies	\$6,500	
18-600-7194	Equipment Rental	\$500	\$124.97
18-600-7196	Licenses and Permits	\$700	
18-600-7230	Equipment Maintenance	\$500	
18-600-7240	Scudder Marina Building and Lot Maintenance	\$7,000	
18-600-7241	Bonnet Building Repairs and Maintenance	\$500	\$88.95
18-600-7242	Fuel Expense		
18-600-7245	Septic Maintenance	\$500	
18-600-7250	Weed Control		
18-600-7255	Signage	\$1,000	
18-600-7280	Concession Supplies	\$12,500	
18-600-7300	Insurance	\$18,000	
18-600-7303	Planning & Consulting	\$25,000	
18-600-7306	Water Lot Leasing	\$53,200	
18-600-7308	Fishing License Expense	\$485	
18-600-7353	Loan Principal/Int - Marina Docks		
18-600-7354	Loan Principal/Int - Marina Docks East Dock (to 2030)	\$23,348	\$5,836.89
18-600-7354	Loan Principal/Int - New Centre Dock		
	Centre Dock Repair		
18-600-7355	Cash Over/Short		
18-600-7500	Internet Expense		
18-600-7800	Capital Expense	\$100,000	
18-600-7850	Transfer to Reserve		
<b>Expense Total</b>		<b>\$341,909</b>	<b>\$7,703.29</b>
<b>Net Surplus (Deficit)</b>		<b>\$62,131</b>	<b>\$31,878.90</b>

## Administration

		2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>			
14-100-5001	Taxes - General	\$2,186,799	
14-100-5002	Supplementary Taxes		
14-100-5003	Other Charges to Tax Cards		\$29.00
14-100-5055	PIL Taxes - Provincial Properties		
14-100-5060	PIL Taxes -Federal Properties		
14-100-5070	PIL Taxes - Hydro Properties		
14-100-5080	PIL Taxes- Twp CF properties		
14-100-5500	Interest on Taxes	\$35,000	\$14,557.31
14-100-5501	NSF Fees Administration		
15-100-5200	Ontario Municipal Partnership Fund	\$216,700	\$54,175.00
15-100-5230	POA Transfers	\$2,750	\$90.87
15-100-5255	AGCO-Cannabis Legislation Transfer		
15-100-5253	Federal Grant		
15-100-5253	Federal Grants-Canada Summer Jobs		
15-100-5253	Federal Grants-Heritage Canada		
15-100-5251	Ontario Arts Council Grant		
15-100-5251	Emergency Preparedness Grant		
15-100-5253	Ontario Trillium-Not Funded		
15-100-5260	Rental Income	\$3,045	\$772.50
15-100-5502	Interest on Bank Accounts		\$2,053.22
15-100-5251	Provincial Grants		
15-100-5251	FCM Asset Management Grant		
	Provincial Grant-ICIP West Pump/West		
15-100-5256	Shore (PENDING)		
15-100-5503	Currency Exchange		
15-100-5504	Interest on Receivables	\$1,500	\$346.73
15-100-5511	Tax Registration - Administration		
15-100-5600	Other Revenue	\$500	\$2,092.77
15-100-5601	Photocopies and Faxes	\$200	\$3.73
15-100-5604	Marriage Certificates and Fees	\$1,605	
15-100-5605	Tax Certificates	\$3,000	\$725.00
15-100-5615	Lottery Licenses	\$50	
15-100-5617	Farm Revenue	\$26,642	
15-100-5618	Aggregate Fees	\$1,000	
15-100-5620	Wharfage		
15-100-5624	Island Marketing & Development	\$7,000	\$8,461.05
15-100-5825	Prov Hunt License Sales (NON PHEAS)	\$500	
15-100-5850	Payment Processing Fees	\$6,000	\$746.90
15-100-5901	Discounts Earned		
15-100-7190	Insurance Claims		
15-100-7150	Donations		
15-100-7150	Hell on Heels-Defibrillator Donation		
15-100-7355	Election Nomination Fees		
15-100-7804	North Harbour Divestiture (Reserve)	\$65,978	\$11,765.61
15-100-7900	Capital Borrowing	\$250,000	

15-100-7950	Surplus-Previous Designated Year	\$197,820	
15-100-6999	Transfer from Reserve	\$23,300	
15-100-6999	Transfer from Reserve (Other)		
<b>Revenue Total</b>		<b>\$3,029,389</b>	<b>\$95,819.69</b>
<b>Expenses:</b>			
17-100-7020	Employee Costs	\$494,720	\$101,544.83
17-100-7021	Interim CAO Contract		
18-100-5230	POA Distribution		
18-100-5251	MMAH Grant		
18-100-5253	Community Grant Expenses		
18-100-5255	AGCO-Cannabis Legislation		
18-100-5510	Tax Registration - Expense		
18-100-5604	Marriage Licences	\$550	
18-100-5624	Island Marketing & Development	\$26,175	\$17,980.35
18-100-5625	Brochure Expenses		
18-100-5630	Advertising Refund-2020 Season		
18-100-5825	Prov Licence Exp (Non Pheasant Hunt)	\$488	
18-100-7030	Travel Expense - Staff	\$1,500	
18-100-7031	CPP Expense		
18-100-7032	EI Expense		
18-100-7033	WSIB Expense		
18-100-7034	EHT Expense		
18-100-7035	OMERS Expense		
18-100-7036	Sun Life Insurance		
18-100-7037	Green Shield		
18-100-7130	Memberships	\$3,500	\$1,386.59
18-100-7135	Subscriptions and Books	\$750	\$195.00
18-100-7140	Courses and Seminars	\$2,500	\$712.32
18-100-7142	Payroll Expense		
18-100-7146	Printing and Stationery	\$1,250	
18-100-7147	Transfer Station Fees	\$175	
18-100-7149	Photocopier Leasing and Supplies	\$4,500	\$1,695.30
18-100-7150	Computer Expense	\$20,000	\$8,192.72
18-100-7151	Office Expense	\$6,500	\$2,149.53
18-100-7152	Postage	\$5,000	\$143.35
18-100-7153	Telephone/Fax Office	\$4,500	\$281.91
18-100-7154	Hydro	\$3,125	\$922.09
18-100-7155	Water Fees	\$500	
18-100-7156	Advertising/Promotion		\$2,177.66
18-100-7157	Donations		
18-100-7160	Other Expense		
18-100-7163	Pay Pal Fees Other		
18-100-7190	Insurance Claims		
18-100-7191	Health & Safety- Courses, Supplies	\$10,000	
18-100-7192	Materials and Supplies	\$2,500	\$775.90
18-100-7193	Vehicle Expense		
18-100-7230	Equipment Maintenance		
18-100-7235	Drainage Charges	\$5,121	
18-100-7240	Building and Lot Maintenance	\$3,500	
18-100-7241	Heating	\$6,000	\$3,546.15

18-100-7242	Fuel		
18-100-7245	Septic Maintenance	\$2,750	\$634.98
18-100-7300	Insurance	\$40,358	
18-100-7301	Legal/Integrity Commissioner	\$75,000	\$22,782.61
18-100-7302	Audit	\$25,000	\$4,714.04
18-100-7303	Planning & Consulting	\$35,000	
18-100-7305	Essex Region Conservation Authority	\$12,000	\$5,208.16
18-100-7306	Emergency Measures Expense	\$1,500	\$500.00
18-100-7310	MPAC Billings	\$25,162	\$6,290.42
18-100-7325	Election Expenses	\$750	\$508.80
18-100-7340	Uncollectible Expense		
18-100-7350	Other Interest		
18-100-7351	Bank Rec Adjustments		
18-100-7352	Bank Charges	\$1,250	\$184.50
18-100-7352	Operating Loan Interest		
18-100-7353	Loan Payment -Entrance/Computers	\$2,749	\$361.03
18-100-7354	POS Machine Charges/Fees	\$10,750	\$1,028.47
18-100-7355	Cash Over/Short		
18-100-7375	Tax Write Offs - Vacancy Rebates		
18-100-7378	Tax Write Offs - General	\$15,000	
18-510-7317	Audit Adjustment		
18-100-7400	MDRA Rain Event		
18-100-7500	Internet Access Expenses		
18-100-7501	Web Expense		
18-100-7800	Capital Expense-Emergency Prep Grant		
18-100-7801	Heritage Centre Upgrade		
18-100-7801	Capital - Municipal Office	\$15,000	
18-100-7802			
18-100-7803	Capital Shoreline Protection Annual	\$200,000	
18-100-7803	Capital Emergency Shoreline Protection	\$250,000	
18-100-7804	North Harbour Divestiture	\$65,978	\$11,765.91
18-100-7805	Shoreline Protection -West Shore Project 2020 Provincial Grant-ICIP West Pump/West		
18-100-7806	Shore (PENDING)		
18-100-5254	Main Street Revitalization Int. Service Delivery Review-Implementation		
18-100-5251	(PENDING)		
18-100-7900	Transfer to Reserves		
18-100-7910	Capital Funding Allocation	\$100,000	
18-100-7950	Previous Year Deficit		
<b>Expense Total</b>		<b>\$1,481,101</b>	<b>\$195,682.62</b>
<b>Net Surplus (Deficit)</b>		<b>\$1,548,288</b>	<b>(\$99,862.93)</b>

## Parks and Recreation

		2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>			
15-150-5211	Grants		
15-150-5215	Donation		
15-150-5230	PIHC Fundraiser-Public Washrooms		
15-150-5600	Other Revenue	\$5,000	
15-150-6999	Transfer from Reserves		
<b>Revenue Total</b>		<b>\$5,000</b>	<b>\$0.00</b>
<b>Expenses:</b>			
17-150-7020	Employee Costs	\$68,753	\$10,250.07
18-150-7030	Travel Expense - Staff	\$150	
18-150-7140	Courses and Seminars	\$500	
18-150-7147	Transfer Station Fees	\$1,200	
18-150-7153	Telephone		
18-150-7154	West Washroom Hydro	\$1,000	\$90.67
18-150-7155	Water Usage-West Washrooms	\$600	
18-150-7156	Advertising and Promotion		
18-150-7191	Health & Safety	\$600	\$466.77
18-150-7192	Materials and Supplies	\$3,500	\$1,357.29
18-150-7193	Vehicle Expense	\$2,500	
18-150-7194	Equipment Rental		
18-150-7195	Propane	\$2,500	
18-150-7196	Licenses and Permits		
18-150-7230	Equipment Maintenance	\$4,000	
18-150-7235	Equipment	\$2,000	
18-150-7238	Trail Maintenance	\$5,000	
18-150-7240	Building & Lot Maintenance	\$2,500	
18-150-7242	Fuel Expense	\$8,500	\$775.25
18-150-7500	Internet Expense		
18-150-7300	Insurance	\$10,467	
18-150-7354	Loan Payment - Trailer	\$319	\$80.29
18-150-7400	Friends of Pelee Expenses	\$1,000	
18-150-7800	Capital Expense		
18-150-7801	Grant Projects		
18-150-7802	Capital-Fleet/Equipment	\$27,500	\$5,179.54
18-150-7900	Transfer to Reserves		
<b>Expense Total</b>		<b>\$142,589</b>	<b>\$18,199.88</b>
<b>Net Surplus (Deficit)</b>		<b>(\$137,589)</b>	<b>(\$18,199.88)</b>

## Pheasant Farm

		2025 BUDGET	2025 ACTUAL
<b>Revenue:</b>			
15-620-5600	Other Revenue		
15-620-5503	Currency Exchange		
15-620-5650	Trail Maintenance-Non Township		
15-620-5820	Fall Hunt Licensing	\$261,000	\$246,376.15
15-620-5821	Winter Hunt Licensing		
15-620-5822	Rabbit Hunt Licensing	\$100	\$109.75
15-620-5824	Clean Up Hunt	\$28,000	\$895.49
15-620-5825	Small Game Non-Resident License Sale/	\$5,500	
15-620-7453	Hunt Merchandise	\$9,500	
18-620-6999	Transfer from Reserves		
<b>Revenue Total</b>		<b>\$304,100</b>	<b>\$247,381.39</b>
<b>Expenses:</b>			
17-620-7020	Employee Costs	\$21,062	\$581.25
18-620-5823	Hunt Refunds		\$597.00
18-620-7030	Travel Expenses Staff		
18-620-7130	Memberships		
18-620-7140	Courses & Seminars		
18-620-7146	Printing and Stationery	\$2,500	
18-620-7147	Transfer Station Fees	\$200	
18-620-7151	Office Expense-fees		
18-620-7152	Payment Processing Fees	\$5,000	\$7,264.10
18-620-7153	Telephone/Fax Pheasant Farm	\$430	\$30.53
18-620-7154	Hydro Pheasant Farm	\$1,500	\$542.63
18-620-7156	Advertising/Promotion		
18-620-7160	Other Expense		
18-620-7161	Delivery Charges		
18-620-7190	Insurance Claims		
18-620-7191	Health & Safety		
18-620-7192	Materials and Supplies	\$750	
18-620-7193	Vehicle Expense		
18-620-7196	Licenses and Permits		
18-620-7230	Equipment Maintenance		
18-620-7235	Trail Maintenance		
18-620-7240	Building and Lot Maintenance		
18-620-7241	Heating		
18-620-7242	Fuel Expense	\$675	
18-620-7300	Insurance	\$155	
18-620-7303	Planning & Consulting	\$2,500	
18-620-7308	Provincial Licence Expense	\$5,368	
18-620-7450	Feed		
18-620-7451	Medications		
18-620-7452	Birds	\$189,000	
18-620-7453	Hunt Merchandise	\$7,500	
18-620-7800	Capital Expense		
<b>Expense Total</b>		<b>\$236,640</b>	<b>\$9,015.51</b>
<b>Net Surplus (Deficit)</b>		<b>\$67,460</b>	<b>\$238,365.88</b>

## Planning Services

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
18-700-5500	ERCA Planning Fees				\$575.00
15-700-5806	Application Fees		\$5,000		\$3,375.00
15-700-6999	Transfer from Reserves/Reserve funds		\$44,250		
<b>Revenue Total</b>			\$49,250		\$3,950.00
<b>Expenses:</b>					
17-700-7020	Employee Costs		\$74,896		\$22,287.40
18-700-5500	ERCA Planning Fees				\$48.32
18-700-7030	Travel Expense		\$500		
18-700-7130	Courses & Seminars		\$500		
18-700-7151	Office Expense-Planning				
18-700-7160	Other Expense		\$3,000		\$255.69
18-700-7301	Legal Fees- Planning		\$10,000		
18-700-7303	Consulting Fees-Planning		\$10,000		\$610.56
18-700-7304	Official Plan Review Fees		\$47,750		
18-700-7304	Plan Reviews/Studies (Other)				
18-700-7305	Zoning By-Law Update				
19-700-7850	Transfer to Reserves				
<b>Expense Total</b>			\$146,646		\$23,201.97
<b>Net Surplus (Deficit)</b>			<b>(\$97,396)</b>		<b>(\$19,251.97)</b>

## Police Services

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-210-5810	Rent and Expenses				
15-210-6999	Transfer from Reserves-Police				
<b>Revenue Total</b>			\$0		\$0.00
<b>Expenses:</b>					
18-210-7192	Materials and Supplies				
18-210-7240	Building and Lot Maintenance				
18-210-7315	Policing Contributions		\$109,367		\$28,411.00
18-210-7316	Policing Contributions Payable				
18-210-7317	Police board		\$10,000		
18-210-7900	Transfer to Reserves				
<b>Expense Total</b>			\$119,367		\$28,411.00
<b>Net Surplus (Deficit)</b>			<b>(\$119,367)</b>		<b>(\$28,411.00)</b>

## Roads Department

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
15-300-5210	Grants-Provincial (OCIF-FC)	\$100,000			
15-300-5220	Sale of Surplus Equipment				
15-300-5250	AMO Canada Community-Building Fund	\$15,065			
15-300-5802	Custom Work				
15-300-5600	Other Revenue				
15-300-5800	Golf Car Permitting	\$6,500			
15-300-5820	Custom Work				
15-300-7021	Omers Debt Repayment				
15-300-7900	Capital Borrowing	\$150,000			
15-300-6999	Transfer from Reserves	\$235,000			
<b>Revenue Total</b>		\$506,565		\$0.00	
<b>Expenses:</b>					
17-300-7020	Employee Costs	\$246,392		\$57,992.84	
18-300-7030	Travel Expense - Staff	\$950			
18-300-7130	Memberships	\$950		\$656.96	
18-300-7140	Courses and Seminars	\$5,000			
18-300-7147	Transfer Station Fees	\$36			
18-300-7151	Office Expense	\$1,000			
18-300-7153	Telephone/Internet	\$750		\$14.05	
18-300-7154	Hydro Roads	\$1,500		\$808.90	
18-300-7155	Street Lights	\$2,900		\$748.90	
18-300-7156	Advertising				
18-300-7191	Health & Safety	\$1,500		\$1,230.59	
18-300-7192	Materials and Supplies	\$3,000		\$63.93	
18-300-7193	Vehicle Expense	\$4,000			
18-300-7194	Equipment Rental	\$1,500			
18-300-7195	Propane	\$2,000		\$2,387.36	
18-300-7196	Licenses and Permits	\$2,500		\$50.50	
18-300-7230	Equipment Maintenance	\$30,000		\$553.10	
18-300-7235	Drainage Charges	\$66,285			
18-300-7240	Building and Lot Maintenance	\$1,500			
18-300-7242	Fuel	\$34,000		\$9,568.66	
18-300-7255	Signage	\$10,000		\$122.11	
18-300-7260	Golf Car Program Expenses	\$6,500		\$274.75	
18-300-7267	Dust Suppressant	\$62,000			
18-300-7268	Gravel	\$195,000			
18-300-7269	Roads Maintenance	\$15,000		\$2,439.20	
18-300-7300	Insurance	\$37,044			
18-300-7303	Planning & Consulting	\$35,000			
18-300-7352	Loan Payment -Tractor	\$14,304		\$3,576.00	
18-300-7355	Loan Payment - GRADER	\$19,755		\$4,972.60	
18-300-7357	LoanPayments-Tractor(2022)				
18-300-7700	Transfer to Reserve AMO/OCIF	\$115,065			
18-3007950	Transfer to Reserve-Other				
18-300-7800	Emergency Road Repair	\$150,000			
18-300-7801	Capital Fleet/Equipment	\$90,000		\$9,361.94	
18-300-7802	Capital Bank Repair/Culvert/Crossing				
18-300-7803	Capital Expense				
<b>Expense Total</b>		\$1,155,431		\$94,822.39	
<b>Net Surplus (Deficit)</b>		<b>(\$648,866)</b>		<b>(\$94,822.39)</b>	

## School Boards

		2025	BUDGET	2025	ACTUAL
<b>Revenue:</b>					
14-110-5002	Taxes - English Public		\$170,398		
14-110-5003	Taxes - English Separate		\$5,547		
14-110-5004	Taxes - French Public		\$640		
14-110-5005	Taxes - French Separate		\$1,416		
14-110-5007	Taxes - Not Directed		\$45,929		
15-110-5100	Supplemental Taxes-English Public				
15-110-5101	Supplemental Taxes-English Separate				
15-110-5102	Supplemental Taxes-French Public				
15-110-5104	Supplemental Taxes-Not Directed				
<b>Revenue Total</b>			\$223,930		\$0.00
<b>Expenses:</b>					
18-110-7301	w/o Taxes English Public				
18-110-7302	w/o Taxes-English Separate				
18-110-7303	w/o Taxes-French Public				
18-110-7304	w/o Taxes-French Separate				
18-110-7305	w/o Taxes Not Directed				
18-110-7401	School Transfers-English Public		\$196,235		\$47,077.00
18-110-7402	School Transfers-French Public		\$1,395		\$301.00
18-110-7403	School Transfers-English Separate		\$20,573		\$4,184.00
18-110-7404	School Transfers-French Separate		\$5,727		\$1,179.00
<b>Expense Total</b>			\$223,930		\$52,741.00
<b>Net Surplus (Deficit)</b>			\$0		(\$52,741.00)

## West Water Plant

		2025	
		BUDGET	2025    ACTUAL
<b>Revenue:</b>			
15-410-5201	Grants -CWWF		
15-410-5210	Grant - Provincial		
15-410-5600	Postable Water fund-Hell on Heels		
15-410-5801	West Shore Water User Charges	\$19,750	\$2,660.90
15-410-5802	West Shore Water Bulk Station	\$33,250	\$3,840.77
15-410-5803	West Shore Water Bottle Station	\$16,000	\$1,797.20
15-410-5804	Water Service - School	\$5,000	
15-410-7900	Capital Borrowing	\$200,000	
15-410-7032	Transfer from Reserve		
15-410-7032	West Water Installation/Repair		
<b>Revenue Total</b>		<b>\$274,000</b>	<b>\$8,298.87</b>
<b>Expenses:</b>			
17-410-7020	Employee Costs	\$81,462	\$20,138.31
18-410-5201	CWWF Grant Expenses		
18-410-5600	Potable Water Fund Allocations		
17-410-7021	Pelee Is. Public School-Employees		
18-410-7021	Pelee Is. Public School Water-Expense		
18-410-7030	Travel Expense - Staff	\$250	
18-410-7055	Operator Contract	\$2,500	
18-410-7130	Memberships		
18-410-7140	Courses and Seminars	\$5,000	
18-410-7145	Computer Expense	\$3,000	
18-410-7147	Transfer Station Fees	\$20	
18-410-6999	Transfer to Reserves		
18-410-7151	Office Expense		
18-410-7152	Water Alarms Expense		
18-410-7153	Telephone West Shore Water	\$750	\$118.82
18-410-7154	Hydro West Shore Water	\$10,750	\$5,286.59
18-410-7156	Advertising and Promotion		
18-410-7157	Cell Phone		
18-410-7160	Other Expenses		
18-410-7161	Delivery Charges		
18-410-7191	Health and Safety	\$1,500	\$254.61
18-410-7192	Materials and Supplies	\$15,000	\$1,083.87
18-410-7193	Vehicle Expense	\$7,500	
18-410-7194	Equipment Rental		
18-410-7195	Internet Expense Bell Stick		
18-410-7196	Licences & Permits	\$950	\$750.00
18-410-7197	Water Testing	\$5,000	\$546.14
18-410-7230	Equipment Maintenance	\$15,000	
18-410-7240	Building and Lot Maintenance	\$500	
18-410-7242	Fuel Expense	\$6,000	\$1,081.80
18-410-7245	Septic Maintenance	\$750	
18-410-7275	Purifying Supplies		
18-410-7300	Insurance	\$4,072	
18-410-7303	Planning & Consulting	\$25,000	
18-410-7354	Water Plant Upgrade Loan	\$16,789	\$4,047.09
18-410-7800	Capital Expense	\$25,000	\$2,412.74
18-410-7801	Capital Fleet/Equipment	\$15,000	
18-410-7802	Capital-Emergency Repairs	\$200,000	
18-410-7900	Transfer to Reserves		
<b>Expense Total</b>		<b>\$441,793</b>	<b>\$35,719.97</b>
<b>Net Surplus (Deficit)</b>		<b>(\$167,793)</b>	<b>(\$27,421.10)</b>



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2025 – 23 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 14, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: By-law Enforcement Shared Services Agreement**

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**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk **BE RECEIVED.**
2. Council consider By-law 2025 – 27 to execute an agreement with the Municipality of Leamington for By-law Enforcement Shared Services at its April 22 Regular Meeting.

**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.

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.

The Township of Pelee received one response to the RFP from the Municipality of Leamington.

On February 5, 2025, Township of Pelee Council directed Administration 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.

### **3. DISCUSSION:**

#### Term and Termination

The Agreement will commence upon both municipality's execution of the Agreement and will terminate on November 2, 2025. However, administration agreed and it was written into the Agreement that the Agreement shall be automatically renewed for an additional one-year term ending on November 1, 2026, unless with 30 days notice prior to the end of the Initial Term, either Party notifies the other in-writing of its intent not to renew the Agreement.

#### By-law Enforcement Services

As per the Agreement, Leamington agrees to provide to Pelee the by-law enforcement services set out in Pelee's proposal. These services include:

- Direct enforcement of the regulatory By-laws such as the Property Standards By-law (2023-42), Trailer By-law (2024-08), Yard Maintenance By-law (2023-41), Parking By-law (2011-29), and Zoning By-law (2012-24, as amended).
- Provide remote assistance with incoming by-law related complaints as well as assistance and/or input when updating and drafting municipal by-laws, to the extent that such assistance is within the knowledge, skill and ability of the By-law Enforcement Officer.
- Investigate by-law related matters, using appropriate investigative techniques, accurate note taking and collection of evidence (i.e., photographs).
- When necessary, issue an order to comply with any applicable by-law.
- When necessary, retain and direct contractors to bring properties into compliance with By-laws, if authorized to do so under the applicable by-law.
- Issue Parking Infractions when required.
- Assist with the preparation of by-law prosecutions, including providing evidence in court and at property standards and other appeal hearings, provided such processes are established and operational.
- Comply with the Occupational Health and Safety Act, including applicable regulations.
- Other duties as assigned and within the knowledge, skill and ability of the By-law Enforcement Officer.

Leamington shall supply one By-law Enforcement Officer who will report to and receive instructions only from the Township Administrator & Clerk, or designate in their absence. These services will be limited to 200 hours per year or up to 15 hours per week.

**4. FINANCIAL MATTERS:**

The fees for these By-law Enforcement Services shall not exceed \$22,000 plus HST for 2025 based on the Agreement. These fees are well within the 2025 budget estimates for By-law Enforcement Services.

Rates shall increase by 3% on January 1, 2026, if the Agreement is renewed. This would bring the fees for By-law Enforcement Services in 2026 up to but not exceeding \$22,660 plus HST.

**5. CONCLUSION:**

By-law Enforcement Shared Services through Leamington will commence once the Agreement has been executed between the Township of Pelee and Municipality of Leamington.

*Kristine Horst*

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Kristine Horst

**Township Administrator & Clerk**

**KH**

**Attachments:**

By-law Enforcement Shared Services Agreement



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2025 – 24 KH

<b>Author's Name: Kristine Horst</b>	<b>Report Date: April 10, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: Essex County OPP Detachment Board – South  
2025 Budget, Cost Allocation and Member Remuneration**

**1. RECOMMENDATION:**

It is recommended that:

1. The Essex County OPP Detachment Board – South’s proposed 2025 budget, as attached to this report **BE APPROVED**.
2. The total amount required to pay the expenses of the Essex County OPP Detachment Board – South, other than member remuneration, be allocated equally between the Municipality of Leamington, Town of Kingsville, Township of Pelee, and Caldwell First Nation.
3. The payment of \$7,529.00 from the Township of Pelee to the Essex County OPP Detachment Board – South for its equal share of the Board’s estimated 2025 expenses **BE APPROVED**.
4. No remuneration be paid to the Council Representative appointed to the Essex County OPP Detachment Board – South by the Township of Pelee.
5. No remuneration be paid to the Community Representative jointly appointed to the Essex County OPP Detachment Board – South by the Municipality of Leamington, Town of Kingsville and Township of Pelee.
6. No remuneration be paid to the members appointed to the Essex County OPP Detachment Board – South by the Province of Ontario and, failing concurrence by the Municipality of Leamington, Town of Kingsville and Caldwell First Nation, that the Solicitor General be directed to determine the members remuneration.

7. Administration **BE DIRECTED** to forward a copy of the approved resolution to the Essex County OPP Detachment Board – South, Municipality of Leamington, Town of Kingsville and Caldwell First Nation.

**2. BACKGROUND:**

OPP Detachment Boards

Ontario enacted the Community Safety and Policing Act, 2019 (“CSPA”) in April of 2024. Subsection 67(1) of the CSPA requires that there be one or more OPP detachment boards for each OPP detachment that provides policing in a municipality or in a first nation reserve.

O. Reg. 135/24: OPP Detachment Boards (the “Regulation”) made under the CSPA created two detachment boards within the Essex County OPP Detachment. These are unofficially known as the “North” and “South” boards and are made up as follows:

<p><b>Essex County OPP Detachment Board - North</b>          Town of Essex          Municipality of Lakeshore          Town of Tecumseh</p>	<p><b>Essex County OPP Detachment Board - South</b>          Town of Kingsville          Municipality of Leamington          Township of Pelee          Caldwell First Nation</p>
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Essex County OPP Detachment Board – South

The Regulation further specifies the member composition of the Board, which is as follows:

- **Total Board Member Seats: 9**
  - **Council Member Seats: 4**
    - All communities in the detachment are responsible for the appointment of one council member each.
  - **Community Representative Seats: 3**
    - The Town of Kingsville and Municipality of Leamington are responsible for the appointment of one community representative.
    - Town of Kingsville, Municipality of Leamington and the Township of Pelee are jointly responsible for the appointment of one community representative.
  - **Provincial Appointee Seats: 2**

To date, the Board consists of the following members:

<b>Name</b>	<b>Community</b>
Mayor Dennis Rogers (Chair)	Town of Kingsville
Mayor Hilda MacDonald	Municipality of Leamington
Councillor Stephanie Briggs-Crawford	Township of Pelee
Councillor Stan Scott	Caldwell First Nation
Harpreet Singh	Municipality of Leamington

Douglas Cowper  
Peter Pryce  
Deiba Wigle  
Vacant

Town of Kingsville  
Joint Community Representative  
Provincial Appointee  
Provincial Appointee

### 3. **DISCUSSION:**

The Board held its first meeting of the year on January 16<sup>th</sup>, 2025. On that date, Town of Kingsville Mayor Dennis Rogers was elected chair and the members approved administrative support being provided by the Town of Kingsville for a 2-year term.

At that meeting, the Board also considered the 2025 Board budget, the allocation of the Board's expenses amongst the member communities, and remuneration for the members. The Town of Kingsville has delivered correspondence confirming the Board's actions on these issues, a copy of which is attached to this report. Although these matters were put to the Board, the Municipalities maintain approval authority over the items pursuant to the CSPA and the Regulation.

#### The Board's Budget

Subsections 71(1) and 71(2) of the CSPA specify that the Board must prepare an estimate of the total amount that will be required to pay the expenses of the Board, exclusive of remuneration for the members. Thereafter the Board is required to submit its estimate to every municipality that receives policing from the detachment along with a statement of their share of the costs.

At its January 16<sup>th</sup> meeting, the Board approved the proposed budget/estimate attached to this report. The estimated total operating cost, excluding member remuneration, amounts to \$30,114.00. Based on an equal division of these expenses, the Township's share of the costs is calculated to be \$7,529.00.

The Board's budget is made up of costs attributed to Kingsville's administrative support, professional development of the members, insurance, office supplies and meeting expenses and Ontario Association of Police Service Boards membership dues. Administration has reviewed the contents of the inaugural budget and has not identified any line items which would seem inappropriate in the context of the Board's administration.

Council has the authority to approve or dispute the total amount set out in the Board's estimate. If Council were to disagree with the total amount, Administration would notify the Board and the dispute would be referred to arbitration. With that said, it is unlikely that litigating such a dispute would be cost-effective given the amount of the Township's share of the total expenses.

### Allocation of Board Expenses

Subsections 3(2) and 3(3) of the Regulation state that the amount set out in the Board's estimate is to be shared equally by the municipalities unless there is a unanimous agreement to allocate costs in accordance with a different distribution.

The Ministry of the Solicitor General's local representative advised Administration that the Province intends to cover Caldwell First Nation's share of the expenses but no further details have been provided.

During the January 16<sup>th</sup> meeting, a motion was advanced to allocate the Board's annual expenses amongst the member municipalities and Caldwell First Nation on the basis of population. The motion was not successful.

Leamington Administration has historically opposed apportioning the Board's expenses on the basis of population size as it imposes a disproportionate cost burden on Leamington taxpayers when compared to the Municipality's representation on the Board. For illustration purposes, distributing the 2025 budget in the manner proposed at the January 16<sup>th</sup> meeting would result in the following:

<b>Community</b>	<b>Population</b>	<b>Percentage of Budget</b>	<b>Cost</b>
Municipality of Leamington	29,680	56.5%	\$17,027
Town of Kingsville	22,119	42.1%	\$12,690
Township of Pelee	230	0.4%	\$132
Caldwell First Nation	463	0.9%	\$266

As the motion failed, the Board's Administration is operating on the basis that each member community will contribute an equal share of the total costs. Had the motion succeeded, concurrence would still have been required from each of the member municipalities and Caldwell First Nation before costs could be divided in a manner other than equal shares.

The Town of Kingsville has delivered an invoice to Administration in the amount of \$7,529.00 which is attached. As noted above, this sum represents the Township's equal share of the Board's approved 2025 budget. Administration recommends that Council approve the equal distribution of the Board's expenses and the payment of the Board's invoice.

It is worth noting that Council's approval of an equal distribution would not prevent it from receiving and considering any future proposals to allocate costs differently if proposed by another member community.

### Remuneration for Board Members

Subsections 7(1) and (2) of the Regulation state that the remuneration to be paid to members of the Board appointed by the Minister (ie. the Provincial Appointees) are determined by unanimous agreement of the municipalities. If the municipalities cannot reach a unanimous

agreement, the Minister must decide the compensation to be paid to these members. In this context, the Minister means the Solicitor General or a member of the Executive Council with authority under the CSPA.

Subsection 7(3) and 7(4) of the Regulation specify that municipalities are required to pay an equal share of the remuneration for members appointed by the Minister unless they unanimously agree to allocate the cost differently.

Both the CSPA and the Regulation are silent when it comes to deciding remuneration for members individually or jointly appointed to the Board by municipalities or a First Nation.

At the Board's January 16<sup>th</sup> meeting, a motion was put forward that the annual remuneration for the Municipal and Provincial appointees be as follows:

Board Chair - \$3,651 per year

Board Member - \$2,947 per year

The motion failed and the Board is operating on the basis that the Minister is to appoint the compensation for the Provincial Appointees. Also, that any compensation for member appointees (direct and jointly appointed) is to be determined by the respective municipalities and Caldwell First Nation.

As no Committee Members for the Township of Pelee receive remuneration, Administration recommends that no remuneration be paid to the members who are directly or jointly appointed to the Board by the Township. Furthermore, that no compensation be paid to the members appointed to the Board by the Minister.

If the Municipality of Leamington, Town of Kingsville or Caldwell First Nation disagree with the Township's proposed remuneration for the members appointed by the Province, the Minister must determine their remuneration. However, the Council of the Municipality of Leamington have already agreed with this approach as shown in the attached resolution.

#### **4. FINANCIAL MATTERS:**

As noted at the outset, the estimated operating cost of the Board, excluding member remuneration, is \$30,114.00. Based on an equal division of these expenses, the Township's share of the costs is calculated to be \$7,529.00 for 2025. The Township's share could change in the future if Council agrees to allocate costs in a manner other than an equal distribution.

If the Municipality of Leamington, Town of Kingsville and Caldwell First Nation unanimously agree that no remuneration is to be paid to the members of the Board appointed by the Minister, there will be no further financial impact on account of these members. If there is not concurrence, the Minister will determine their compensation, and the Municipality will be bound to pay a share of this expense. Administration cannot predict what the Minister may determine with respect to appropriate remuneration as there is no past precedent.

There would also be no financial impact associated with remuneration for members directly or jointly appointed by the Township if Council decides that no remuneration should be paid to these members.

**5. CONCLUSION:**

It is recommended that the Essex County OPP Detachment Board – South’s proposed 2025 budget be approved as presented and be allocated equally between the Municipality of Leamington, Town of Kingsville, Township of Pelee and Caldwell First Nation.

It is further recommended that no remuneration be paid to the Council Representative, joint Community Representative or members appointed by the Province of Ontario.

*Kristine Horst*

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Kristine Horst  
**Township Administrator & Clerk**

**KH**

**Attachments:**

Correspondence from Kingsville to Pelee, dated February 5, 2025  
Essex County OPP Detachment Board – South, Invoice  
Essex County OPP Detachment Board – South Approved Budget  
Municipality of Leamington Resolution

<b>DEPARTMENTS/OTHERS CONSULTED:</b>
<b>Name:</b>
<b>Title:</b> <b>Email:</b>

## ESSEX COUNTY O.P.P. DETACHMENT BOARD - SOUTH

	GL Account	2025 Budget APPROVED	ALLOCATION - EQUAL SHARE			
			Kingsville	Leamington	Pelee Island	Caldwell
<b>POPULATION (2021 Census)</b>		52,492	22,119	29,680	230	463
<b>% Allocation</b>		100%	25.0%	25.0%	25.0%	25.0%
<b>OPERATING EXPENDITURES:</b>						
<b>Wages and Benefits</b>						
Administrative Support (Town of Kingsville)	05-123-072-60120	\$ 7,500	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875
<b>Total Wages and Benefits</b>		<b>\$ 7,500</b>	<b>\$ 1,875</b>	<b>\$ 1,875</b>	<b>\$ 1,875</b>	<b>\$ 1,875</b>
<b>Office Supplies / Meeting Expense</b>						
Direct office supply / meeting expenses	05-123-099-60301	\$ 1,500	\$ 375	\$ 375	\$ 375	\$ 375
<b>Office Supplies / Meeting Expense</b>		<b>\$ 1,500</b>	<b>\$ 375</b>	<b>\$ 375</b>	<b>\$ 375</b>	<b>\$ 375</b>
<b>Memberships</b>						
OAPSB Annual Membership	05-123-099-60320	\$ 6,614	\$ 1,654	\$ 1,654	\$ 1,654	\$ 1,654
<b>Total Memberships</b>		<b>\$ 6,614</b>	<b>\$ 1,654</b>	<b>\$ 1,654</b>	<b>\$ 1,654</b>	<b>\$ 1,654</b>
<b>Professional Development</b>						
OAPSB AGM and Conference	05-123-098-60253	\$ 8,900	\$ 2,225	\$ 2,225	\$ 2,225	\$ 2,225
OAPSB Zone Meetings & other PD Events	05-123-098-60254	\$ 2,000	\$ 500	\$ 500	\$ 500	\$ 500
<b>Total Professional Development</b>		<b>\$ 10,900</b>	<b>\$ 2,725</b>	<b>\$ 2,725</b>	<b>\$ 2,725</b>	<b>\$ 2,725</b>
<b>Insurance</b>	05-123-099-60312	<b>\$ 3,600</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>
<b>OPERATING EXP. EXCL. BOARD REMUNERATION:</b>		<b>\$ 30,114</b>	<b>\$ 7,529</b>	<b>\$ 7,529</b>	<b>\$ 7,529</b>	<b>\$ 7,529</b>
<b>Board Remuneration</b>						
Wages & Benefits - Municipal Appointments (7 members)	05-123-072-60112	\$ -	\$ -	\$ -	\$ -	\$ -
Wages & Benefits - Provincial Appointments (2 members)	05-123-072-60112	TBD	TBD	TBD	TBD	TBD
<b>TOTAL BOARD REMUNERATION:</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL OPERATING EXPENSE:</b>		<b>\$ 30,114</b>	<b>\$ 7,529</b>	<b>\$ 7,529</b>	<b>\$ 7,529</b>	<b>\$ 7,529</b>



April 4, 2025

**Via email:** [Kristine.horst@pelee.ca](mailto:Kristine.horst@pelee.ca)

Township of Pelee Municipal Office  
1045 West Shore Road, Pelee Island,  
Ontario, Canada N0R 1M0

**Re: Essex County OPP Detachment Board – South**

Please be advised that Council for The Corporation of the Municipality of Leamington, at its meeting held Tuesday, March 25, 2025, enacted the following resolution:

**No. C-61-25**

1. Council approve the Essex County OPP Detachment Board – South’s proposed 2025 budget, as set out in Appendix II of this report.
2. Council approve that the total amount required to pay the expenses of the Essex County OPP Detachment Board – South, other than member remuneration, be allocated equally between the Town of Kingsville, Township of Pelee, Municipality of Leamington and Caldwell First Nation.
3. Council approve the payment of \$7,529.00 from the Municipality of Leamington to the Essex County OPP Detachment Board – South for its equal share of the Board’s estimated 2025 expenses.
4. Council approve that no remuneration be paid to the Council Representative appointed to the Essex County OPP Detachment Board – South by the Municipality of Leamington.
5. Council approve that no remuneration be paid to the Community Representative appointed to the Essex County OPP Detachment Board – South by the Municipality of Leamington.
6. Council approve that no remuneration be paid to the Community Representative jointly appointed to the Essex County OPP Detachment Board – South by the Municipality of Leamington, Town of Kingsville and Township of Pelee.

7. Council approve that no remuneration be paid to the members appointed to the Essex County OPP Detachment Board – South by the Province of Ontario and, failing concurrence by the Town of Kingsville, Township of Pelee and Caldwell First Nation, that the Solicitor General be directed to determine the members remuneration.
8. Council direct Administration to forward a copy of the approved resolution to the Essex County OPP Detachment Board – South, Town of Kingsville, Township of Pelee and Caldwell First Nation. (LGL-11-25)

**Carried**

Please do not hesitate to contact our office should you have any questions.

Yours truly,



**Jameson Pritiko\*, JD**  
Lawyer  
Legal Services

T: 519-326-5761 ext. 1119

E: [jpritiko@leamington.ca](mailto:jpritiko@leamington.ca)

\*Licensed Lawyer in Ontario, New York and the District of Columbia

Cc: Essex County OPP Detachment Board - South  
Caldwell First Nation  
Town of Kingsville



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2025 – 25 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 11, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: Pelee Island Trail Expansion  
Great Lakes Waterfront Trail Updates & Trans Canada Trail Application**

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**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk **BE RECEIVED** as information.
2. Council support the application for inclusion in the Trans Canada Trail.

**2. BACKGROUND:**

In January of this year, the Township of Pelee reached out to Tourism Windsor Essex Pelee Island (TWEPI) to have a conversation about leveraging the International Cycling Campaign via the Waterfront Trail, as it was noted that in 2024 Pelee Island saw 7,200 bike crossings based on ferry ridership. The hope of this conversation was to get some refreshed signage or graphics for the ferry to promote the Pelee portion of the Waterfront Trail and how it connects to Mainland Ontario and Ohio.

TWEPI was in support of this initiative and willing to fund the improvements and upgrades for the refreshed signage work and posters/graphics on the ferry pending approval from Owen Sound Transportation Company (OSTC). Along with this, Great Lakes Waterfront Trail (GLWT), a signature project of the Waterfront Regeneration Trust, was on board with taking on refreshing the signage and working with the Township to get the signage in place.

Following these discussion, Trans Canada Trail (TCT), expressed an interest in co-designating Pelee Island, as they have funding for implementation.

Representatives of TWEPI, TCT, GLWT and the Township of Pelee met in early April to review the potential project scope, signage specifications, potential redesign, delivery and installation.

**3. DISCUSSION:**

Phase One

To reach the goal of linking Pelee Island into the Trans Canada Trail, the first phase will involve refreshing the current signage for the Great Lakes Waterfront Trail, including signage along roadways as well as updating trail head signs.

Phase Two

To become part of the Trans Canada Trail, an application must be submitted along with a letter of request. Both TWEPI and GLWT are on board to assist with this application process as well as assisting with signage upon approval to join the Trans Canada Trail.

**4. FINANCIAL MATTERS:**

At this time, there is no cost to the Township of Pelee. TWEPI has set aside funds for this project and contracted GLWT to assist in the refresh of the Waterfront Trail signs.

**5. CONCLUSION:**

The Township of Pelee is seeking assistance from TWEPI and the GLWT to refresh current signage along the Waterfront Trail on Pelee Island. In addition to this, an opportunity to join the TCT has also presented itself. With that, it is recommended that Council support the inclusion of Pelee Island in the Trans Canada Trail.

Benefits related to updated GLWT mapping, inclusion in TCT interactive mapping and future funding opportunities for trail improvement are discussion points going forward.

*Kristine Horst*

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Kristine Horst  
**Township Administrator & Clerk**

**KH**

**Attachments:**

None



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2025 – 26 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 10, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: 2024 Pelee Island Pheasant Hunt Survey Results**

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**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk **BE RECEIVED** as information.
2. Three main Pheasant Hunt licences be granted by Council annually for the Information Sessions to continue to encourage hunter attendance.

**2. BACKGROUND:**

At its June 18<sup>th</sup>, 2024 meeting, the Hunting and Fishing Committee passed a resolution recommending that the Township provide a survey to hunters of the 2024 Pheasant Hunts to obtain new and additional feedback since the last survey in 2022, as well as that a property owner survey be considered to gain feedback from Pelee Island property owners as it related to the annual Pheasant Hunt.

The recommendation from the Hunting and Fishing Committee was approved on August 27, 2024, with the following Council motion:

**Resolution 2024 – 140**  
**Moved By:** Councillor Michelle Taylor  
**Seconded By:** Councillor Dave DeLellis

**That the report from the Township Administrator & Clerk regarding the 2024 Pheasant Hunt Surveys – Hunter & Property Owner;**

**AND THAT the recommendation from the Hunting and Fishing Committee be approved;**

**AND FURTHER THAT Administration be directed to develop and provide a survey to hunters of the 2024 Pheasant Hunts to obtain new and additional feedback since the last survey in 2022, and further that a property owner survey be drafted to gain feedback from Pelee Island property owners as it relates to the annual Pheasant Hunts using suggestions from the Hunting and Fishing Committee.**

Both the resident and hunter surveys were open to the public from January 31<sup>st</sup> to March 3<sup>rd</sup>, 2025.

### **3. DISCUSSION:**

#### Resident Survey

The resident survey was provided in the January Tax Insert, which was sent to all property owners by email or mail. There was a total of 30 responses to the resident survey.

Based on the survey findings, 20% of the respondents take part in the annual hunt while 80% do not actively participate in the Pheasant Hunt, with 63% of respondents owning residential zoned properties and 70% stating the primary use of their property is for residence. In terms of how respondents value their property, the most common responses were a place to live and habitat for plants and animals.

Approximately 43% of respondents stated they post “No Trespassing / No Hunting” signs on their property, though it is worth noting that over half of the respondents are referring to residential lands which are not common hunting areas. The biggest concerns relating to allowing access for the purpose of the Pheasant Hunt based on the survey results are as follows: damages relating to house/vehicles/crops/etc.; safety; liability; trespassing; and loss of privacy.

In terms of benefits from the Pelee Island Pheasant Hunt, 30% of respondents recognized the opportunity for family time and the ability to enjoy restaurants and retail during the shoulder season. 23% of respondents also recognized the benefit of the hunts through an increased sense of community. Other responses worth mentioning were the benefits of added ferry sailings during the main hunts as well as the economic benefit to Pelee. 46% of respondents did not see any benefits of the Pelee Island Pheasant Hunt for their household or business.

#### Hunter Survey

The hunter survey was provided to all those who attended the 2024 Pelee Island Pheasant Hunt by email as well as posted periodically on the Pelee Island Pheasant Hunt Facebook page. There was a total of 144 responses to the hunter survey.

Based on the survey findings, almost 50% of respondents have been coming to the Pelee Island Pheasant Hunt for over 10 years, with 12.5% having attended the hunt for the first time in 2024. Of these respondents, just under 35% attended the first main hunt, 40% attended the second main hunt, just under 32% attended main hunt three, and just under 20% of respondents attended one of the three clean up hunts in 2024.

When asked to rate their interactions with residents and property owners during their 2024 hunts, almost half of the respondents indicated their interactions were very positive with less than 3% indicating they had a negative interaction.

Of the five respondents indicating they mentored an apprentice hunter, only one stated they took advantage of the Township's mentor licence discount.

When looking at reliance on private property for the purpose of hunting during the annual pheasant hunt, 50% indicated they rely equally on private and public lands, with 11% relying entirely on private property to hunt. Almost 57% of hunters do believe there has been a lot of change in access to private property in the past 5 years. However, with all things considered almost 90% of respondents indicated they plan to attend a future pheasant hunt in 2025 or beyond.

When respondents were asked about the Information Sessions, some hunters did not feel a need to attend citing they have been coming to the hunt for many years or they felt the information packages provided had all the information needed, but a growing number of hunters did attend and found the information provided to be helpful and informative, some even citing they will attend again next year. A large incentive in 2024 to attend the Information Sessions was the Pheasant Hunt licence door prize each week. Based on the positive response it is recommended this initiative continue.

When asked what the Township could do to improve the pheasant hunt experience on Pelee Island, the following reoccurring themes were mentioned:

- Increased clearing of brush and tall grass
- Increased trail maintenance/path clearing
- Increasing bird quantity/quality
- Better land access, work with property owners to help increase access
- More open businesses during the hunts
- Reduce number of hunters per hunt
- Spread out birds more
- Later hunt start time (10am mentioned)

Overall respondents rated the 2024 Pelee Island Pheasant Hunt 4 stars on a scale of 1 to 5.

#### **4. FINANCIAL MATTERS:**

N/A

6. **CONCLUSION:**

It is recommended that these findings be received as information and that Administration will continue to review these results to assist with continued improvement of the Pelee Island Pheasant Hunt. It is also recommended that Council approve that three main Pheasant Hunt licences be granted annually for door prizes at the Information Sessions to continue to encourage hunter attendance.

*Kristine Horst*

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Kristine Horst  
**Township Administrator & Clerk**

**KH**

**Attachments:**

Resident Survey Results  
Hunter Survey Results

**DEPARTMENTS/OTHERS CONSULTED:**

**Name:**

**Title:**           **Email:**

# 2024 Pelee Island Pheasant Hunt - Resident & Property Owner Survey

**30**

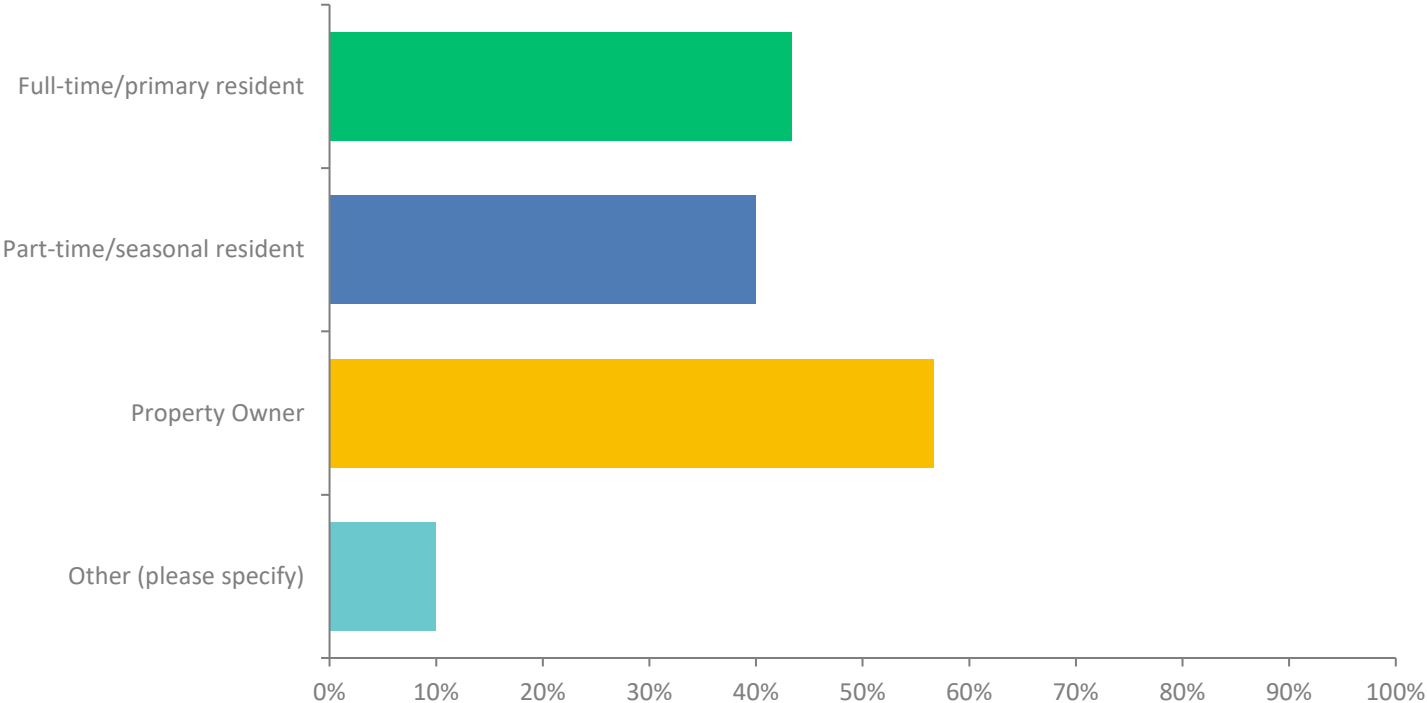
Total Responses

Date Created: Thursday, October 10, 2024

Complete Responses: 30

# Q1: What is your relationship to Pelee Island (please select all that apply)

Answered: 30 Skipped: 0



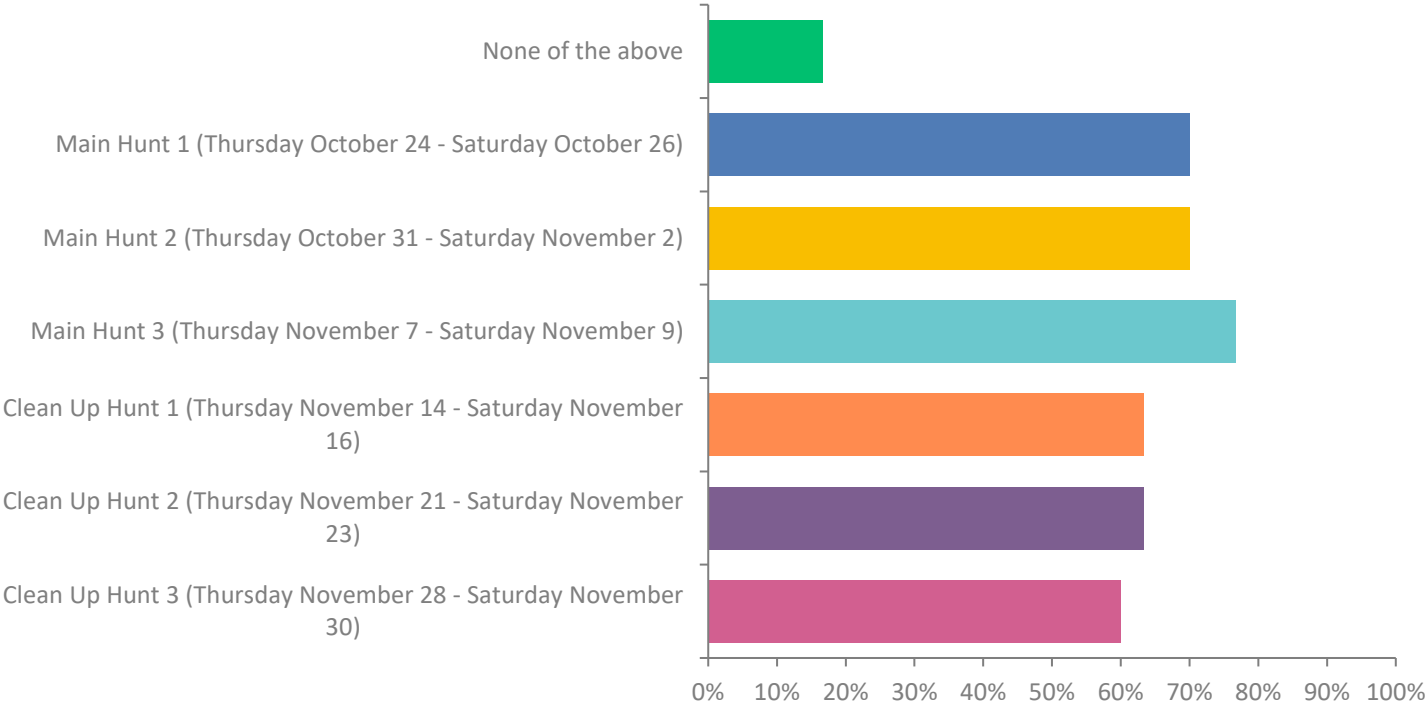
# Q1: What is your relationship to Pelee Island (please select all that apply)

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Full-time/primary resident	43.33%	13
Part-time/seasonal resident	40.00%	12
Property Owner	56.67%	17
Other (please specify)	10.00%	3
TOTAL		45

# Q2: Which 2024 Pelee Island Pheasant Hunt(s) were you present for? (select all that apply)

Answered: 30 Skipped: 0



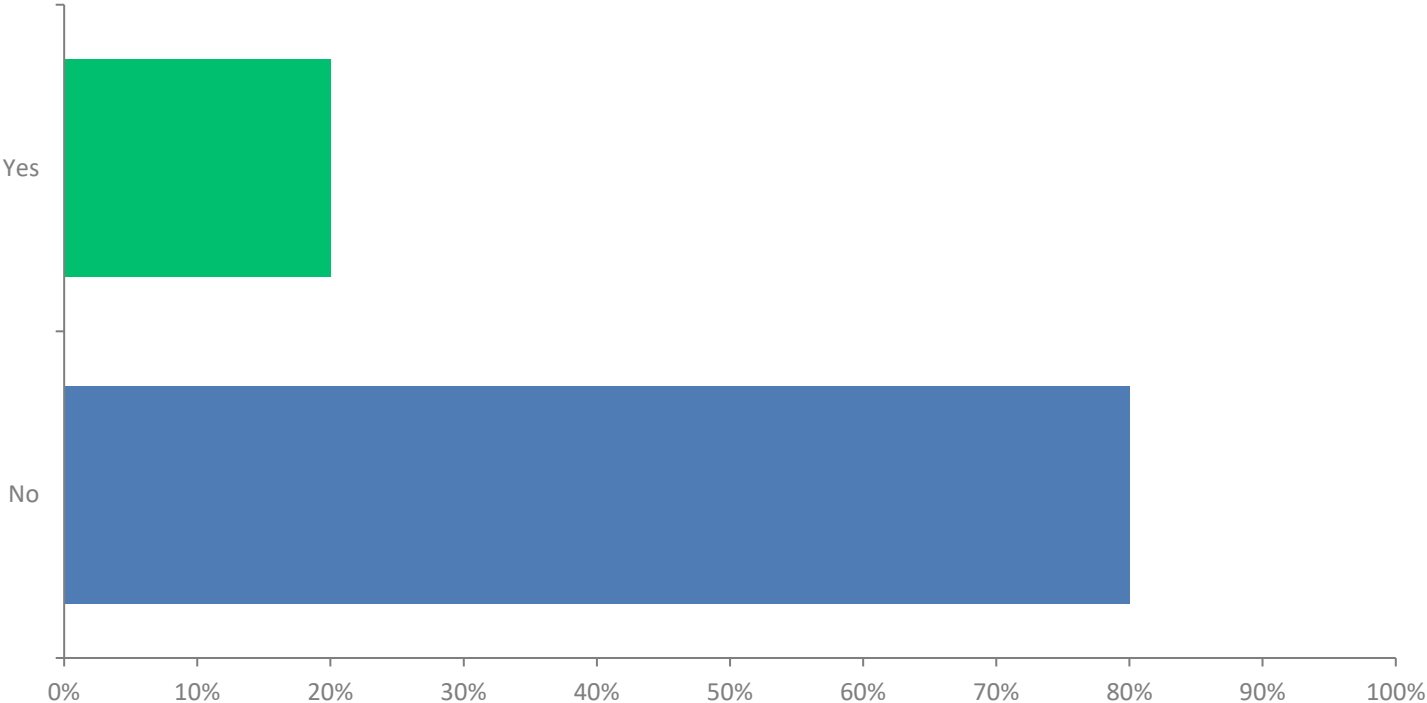
## Q2: Which 2024 Pelee Island Pheasant Hunt(s) were you present for? (select all that apply)

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
None of the above	16.67%	5
Main Hunt 1 (Thursday October 24 - Saturday October 26)	70.00%	21
Main Hunt 2 (Thursday October 31 - Saturday November 2)	70.00%	21
Main Hunt 3 (Thursday November 7 - Saturday November 9)	76.67%	23
Clean Up Hunt 1 (Thursday November 14 - Saturday November 16)	63.33%	19
Clean Up Hunt 2 (Thursday November 21 - Saturday November 23)	63.33%	19
Clean Up Hunt 3 (Thursday November 28 - Saturday November 30)	60.00%	18
<b>TOTAL</b>		<b>126</b>

# Q3: Did you participate (hunt) in the 2024 Pelee Island Pheasant Hunt?

Answered: 30 Skipped: 0



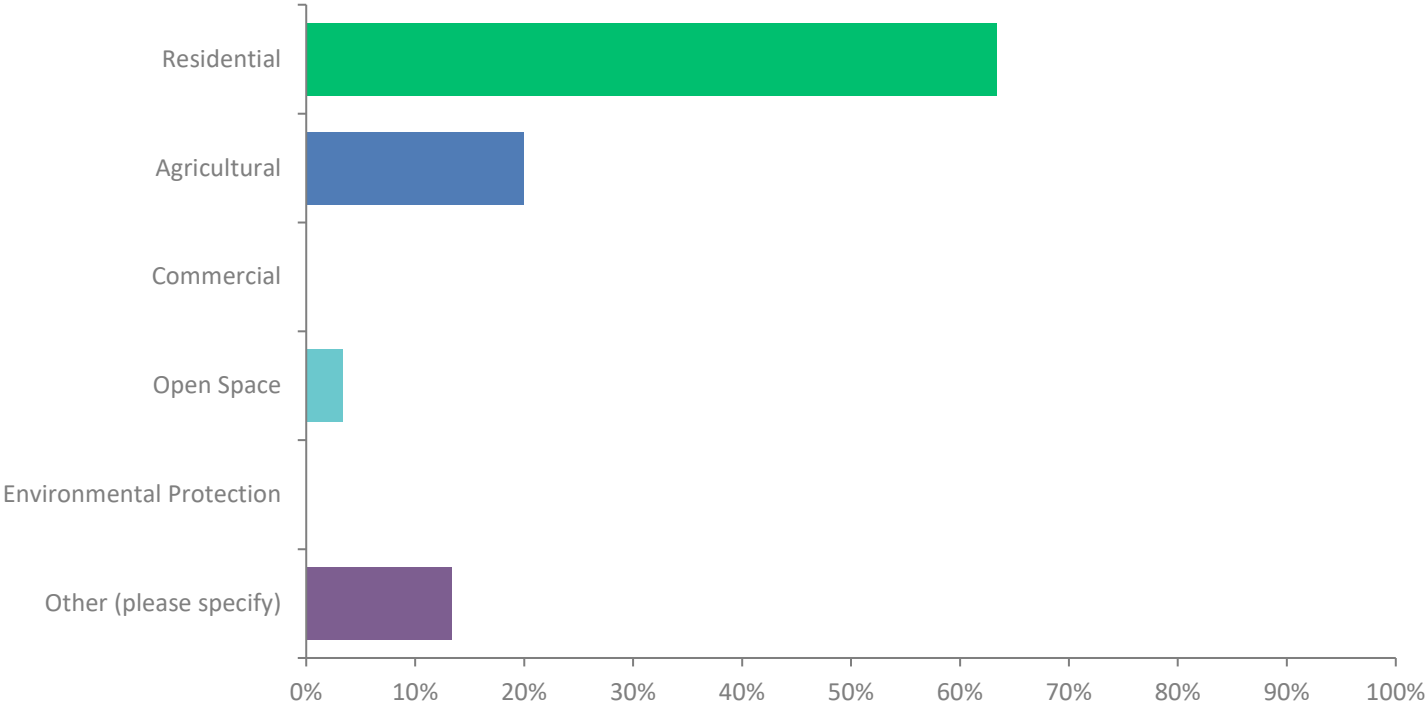
# Q3: Did you participate (hunt) in the 2024 Pelee Island Pheasant Hunt?

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	20.00%	6
No	80.00%	24
TOTAL		30

# Q4: What is the zoning of your property?

Answered: 30 Skipped: 0



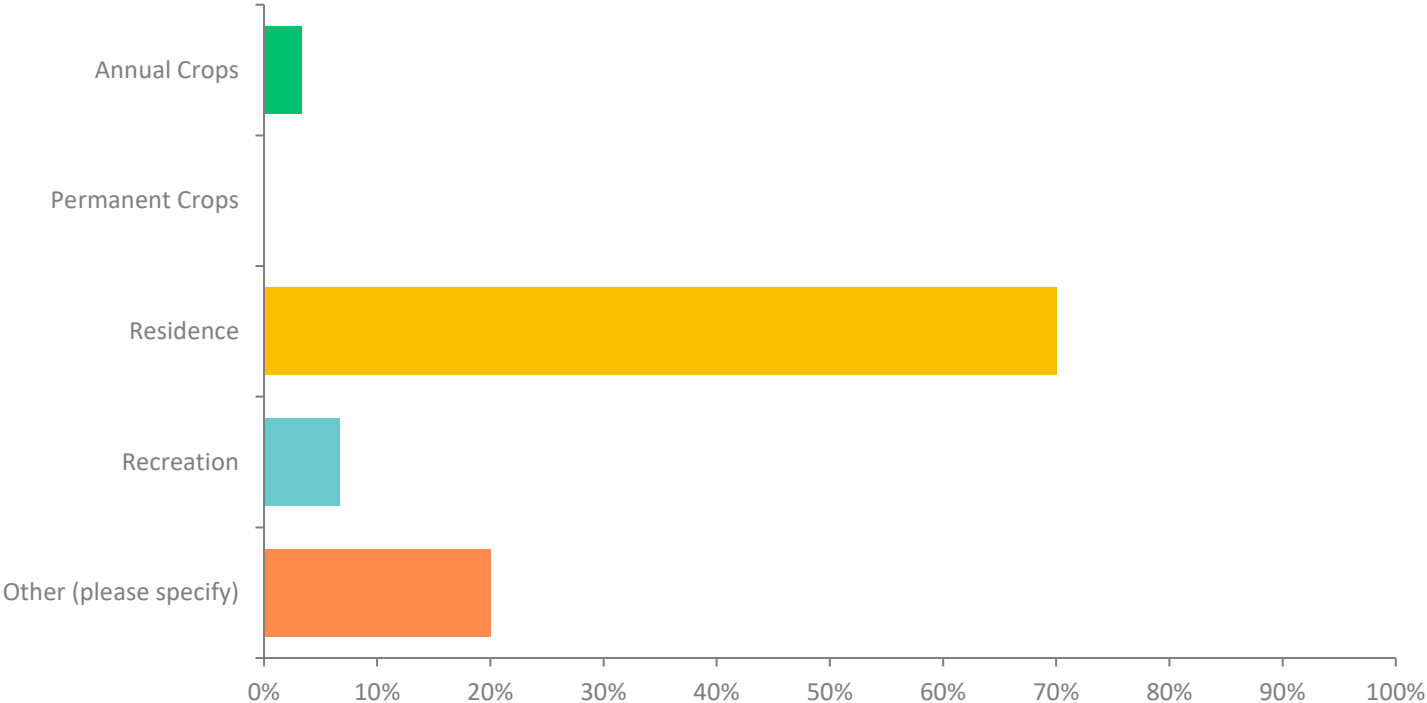
## Q4: What is the zoning of your property?

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Residential	63.33%	19
Agricultural	20.00%	6
Commercial	0.00%	0
Open Space	3.33%	1
Environmental Protection	0.00%	0
Other (please specify)	13.33%	4
<b>TOTAL</b>		<b>30</b>

# Q5: What is the primary use of your property?

Answered: 30 Skipped: 0



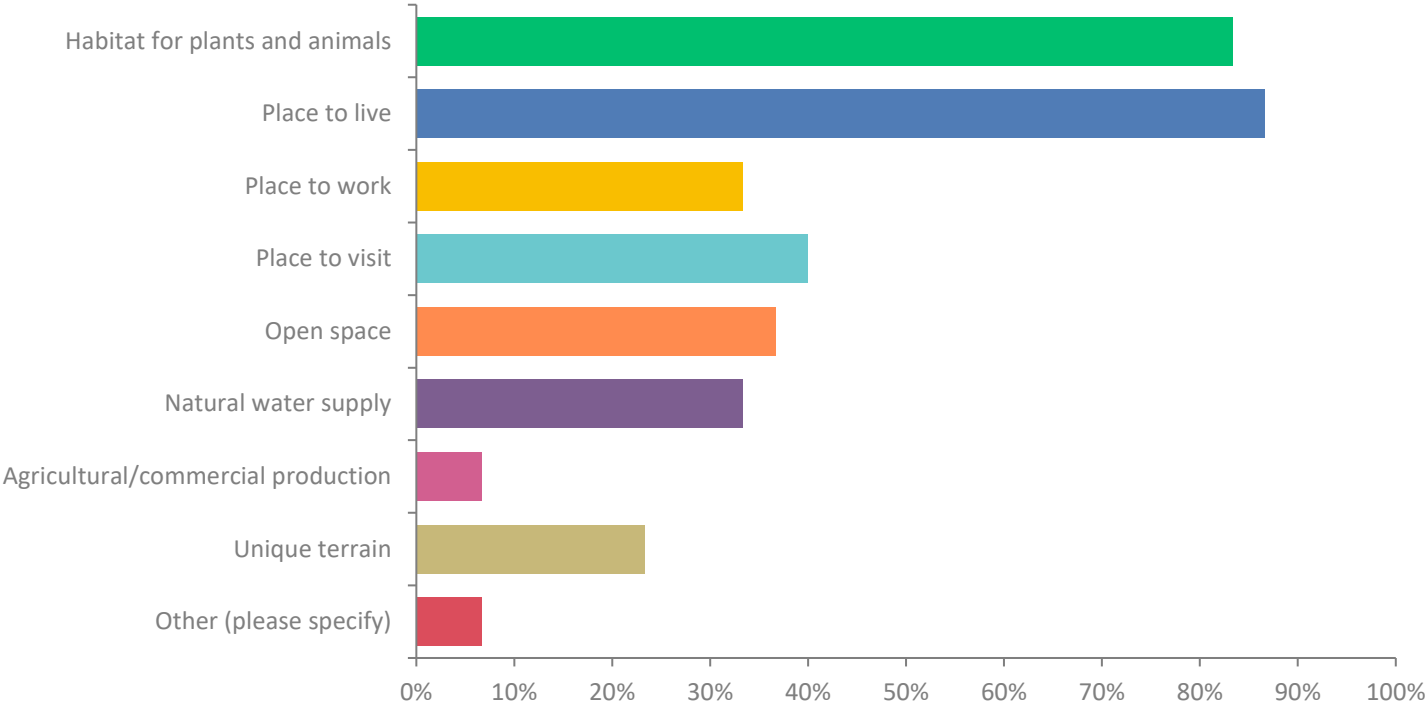
## Q5: What is the primary use of your property?

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Annual Crops	3.33%	1
Permanent Crops	0.00%	0
Residence	70.00%	21
Recreation	6.67%	2
Other (please specify)	20.00%	6
<b>TOTAL</b>		<b>30</b>

# Q6: How do you value your property? (select all that apply)

Answered: 30 Skipped: 0



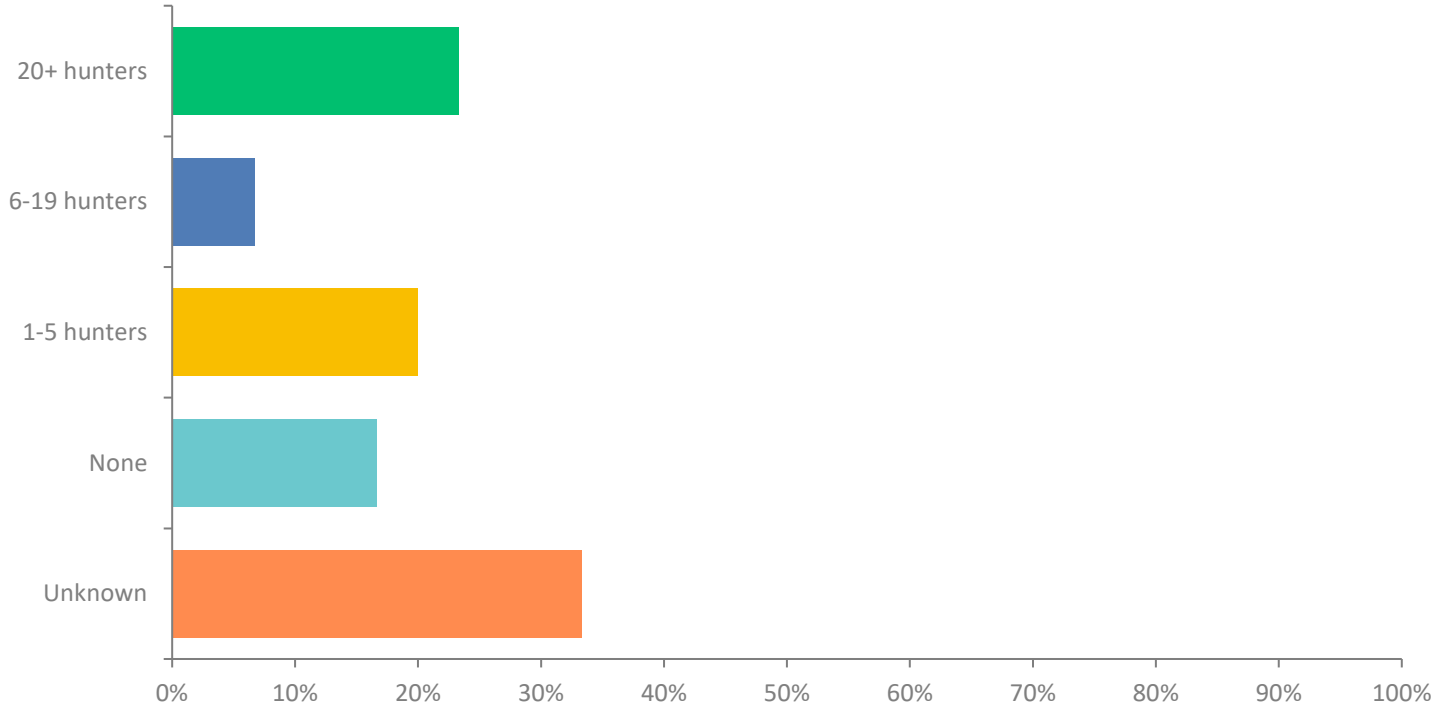
## Q6: How do you value your property? (select all that apply)

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Habitat for plants and animals	83.33%	25
Place to live	86.67%	26
Place to work	33.33%	10
Place to visit	40.00%	12
Open space	36.67%	11
Natural water supply	33.33%	10
Agricultural/commercial production	6.67%	2
Unique terrain	23.33%	7
Other (please specify)	6.67%	2
<b>TOTAL</b>		

# Q7: On average, how many hunters access your property during the pheasant hunts?

Answered: 30 Skipped: 0



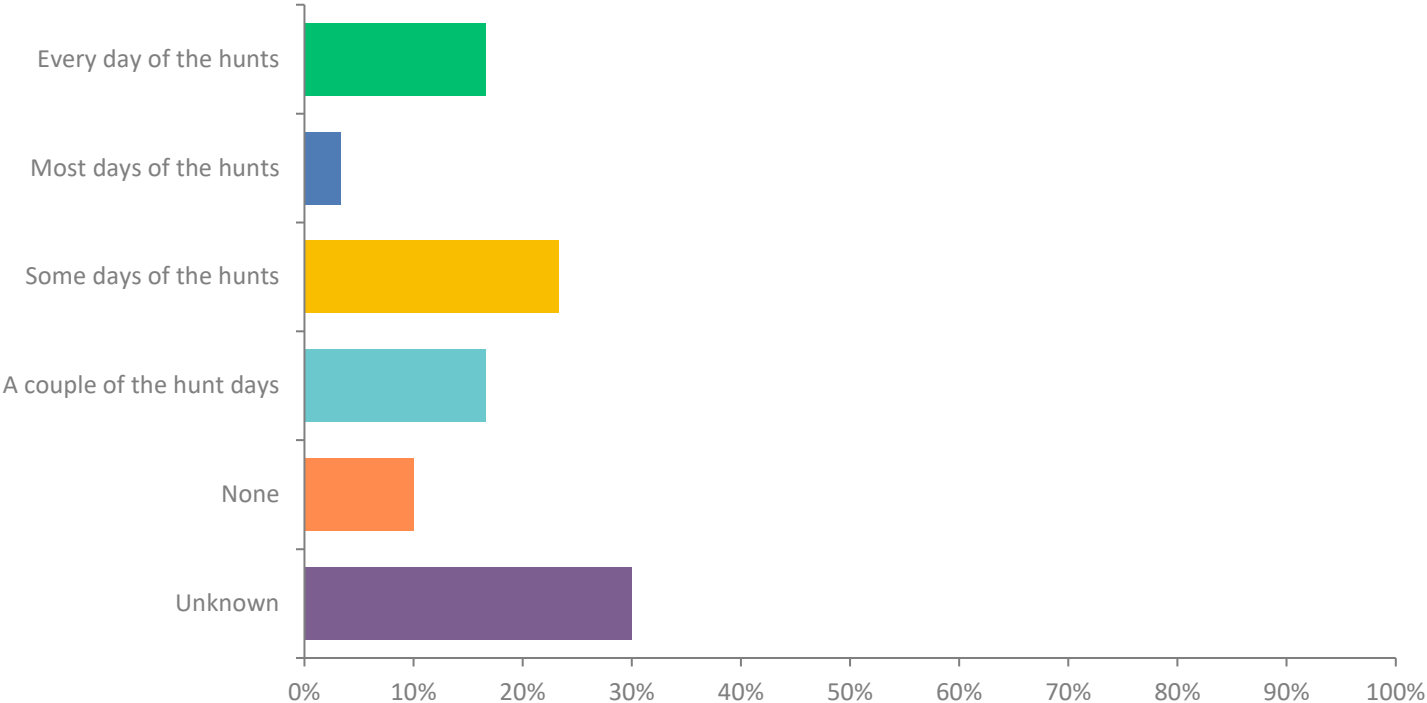
## Q7: On average, how many hunters access your property during the pheasant hunts?

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
20+ hunters	23.33%	7
6-19 hunters	6.67%	2
1-5 hunters	20.00%	6
None	16.67%	5
Unknown	33.33%	10
TOTAL		30

# Q8: How often were hunters on your property?

Answered: 30 Skipped: 0



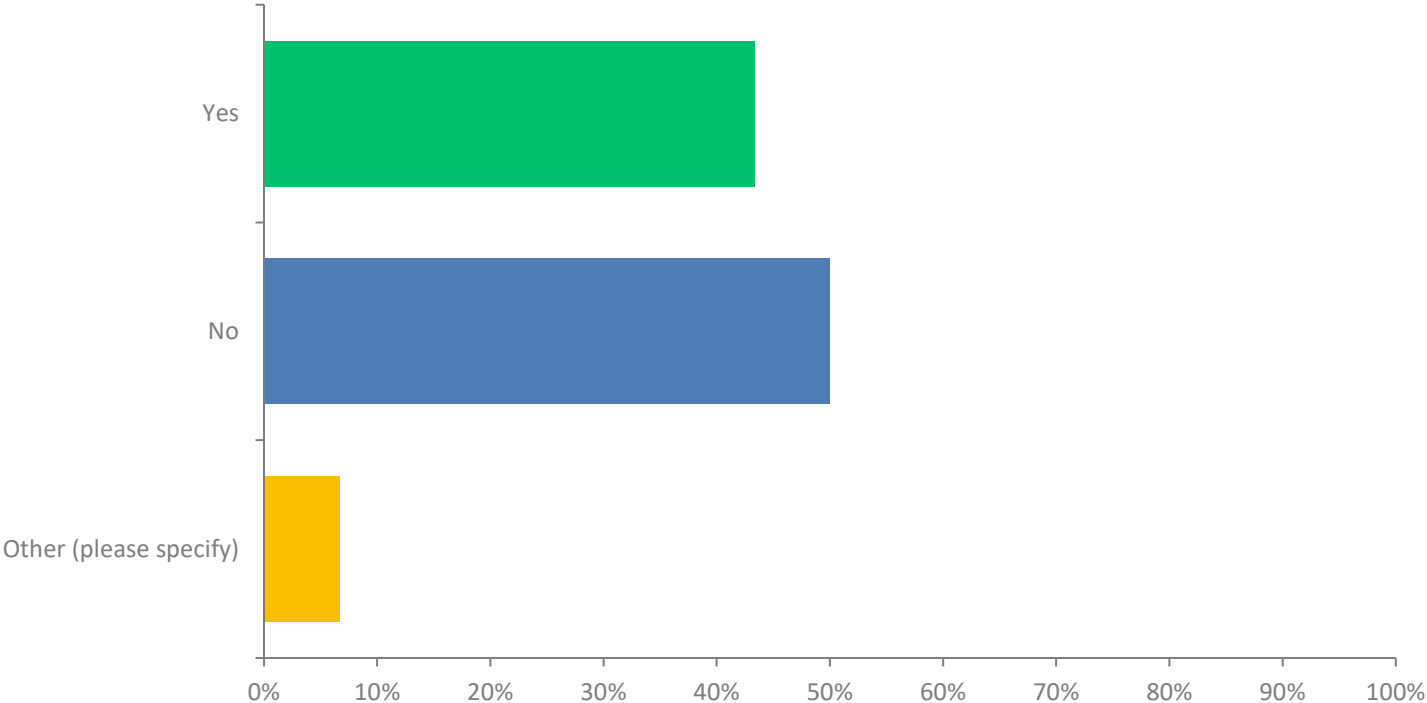
# Q8: How often were hunters on your property?

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Every day of the hunts	16.67%	5
Most days of the hunts	3.33%	1
Some days of the hunts	23.33%	7
A couple of the hunt days	16.67%	5
None	10.00%	3
Unknown	30.00%	9
<b>TOTAL</b>		<b>30</b>

# Q9: Did you post “No Trespassing / No Hunting” signs on your property?

Answered: 30 Skipped: 0



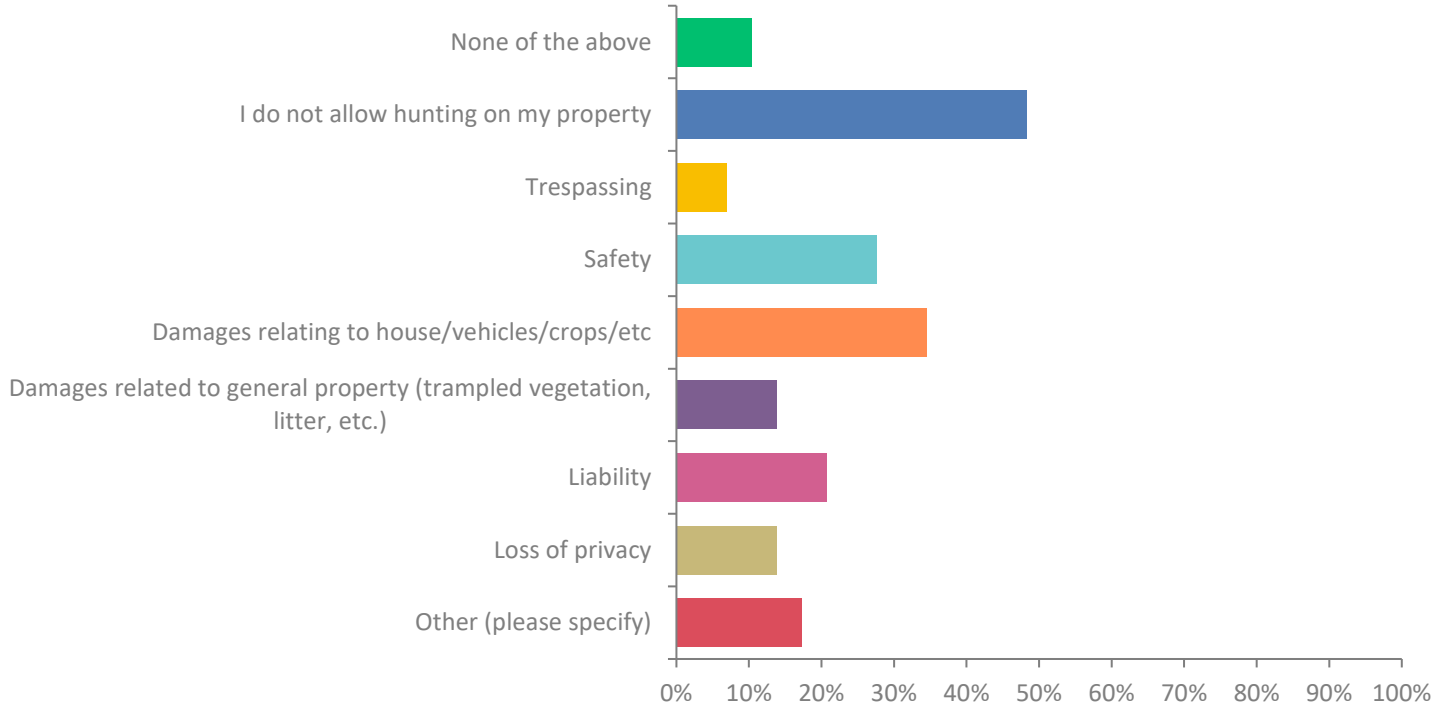
# Q9: Did you post “No Trespassing / No Hunting” signs on your property?

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	43.33%	13
No	50.00%	15
Other (please specify)	6.67%	2
TOTAL		30

# Q10: If you allow hunting on your property, what are your biggest concerns relating to access? (select all that apply)

Answered: 29 Skipped: 1



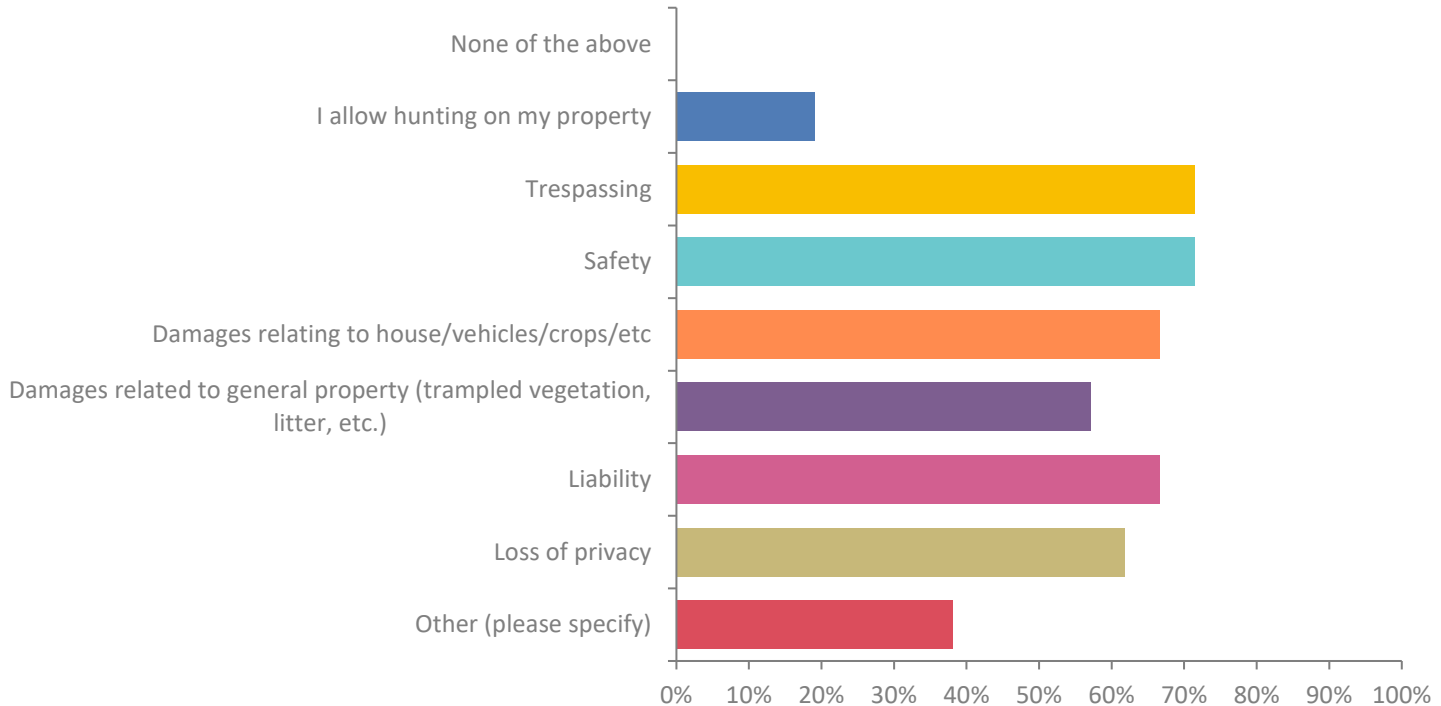
## Q10: If you allow hunting on your property, what are your biggest concerns relating to access? (select all that apply)

Answered: 29 Skipped: 1

ANSWER CHOICES	RESPONSES	
None of the above	10.34%	3
I do not allow hunting on my property	48.28%	14
Trespassing	6.90%	2
Safety	27.59%	8
Damages relating to house/vehicles/crops/etc	34.48%	10
Damages related to general property (trampled vegetation, litter, etc.)	13.79%	4
Liability	20.69%	6
Loss of privacy	13.79%	4
Other (please specify)	17.24%	5
TOTAL		

# Q11: If you do not allow hunting on your property, what are your biggest concerns relating to access? (select all that apply)

Answered: 21 Skipped: 9



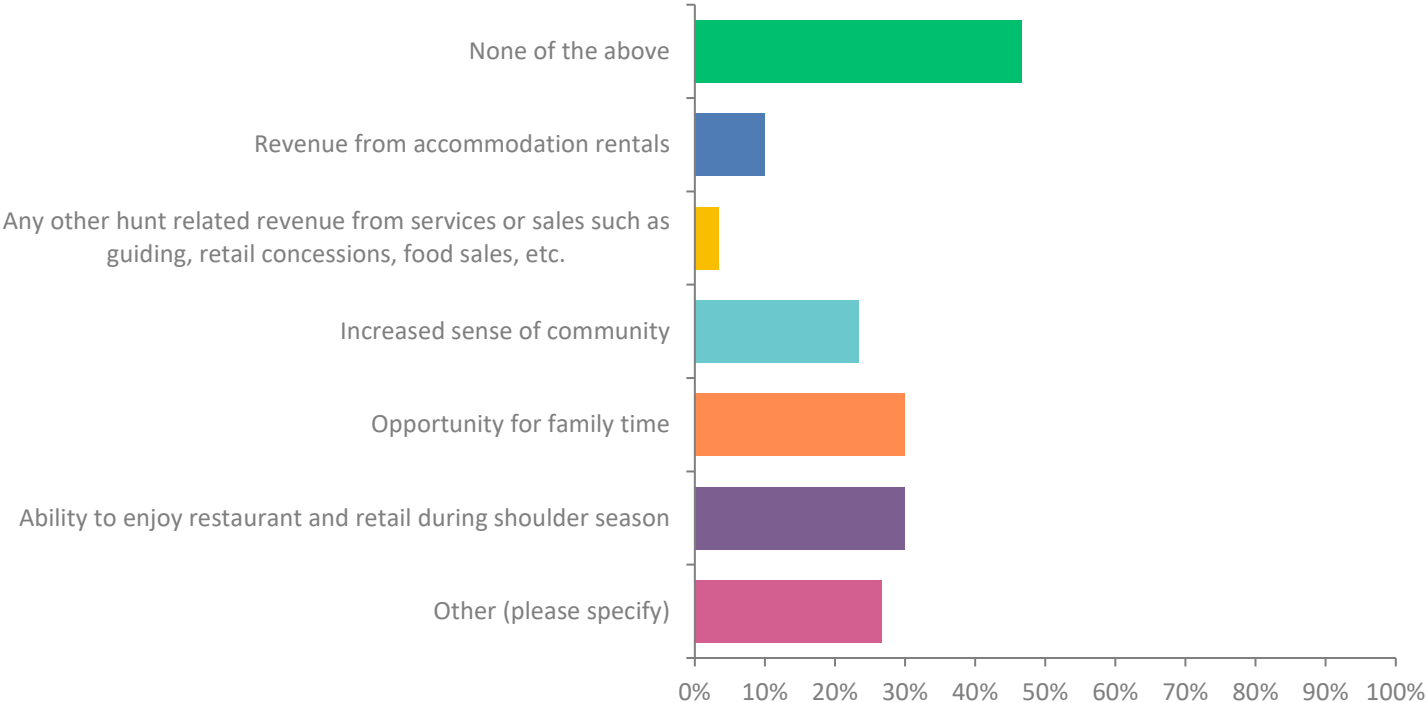
# Q11: If you do not allow hunting on your property, what are your biggest concerns relating to access? (select all that apply)

Answered: 21 Skipped: 9

ANSWER CHOICES	RESPONSES	
None of the above	0.00%	0
I allow hunting on my property	19.05%	4
Trespassing	71.43%	15
Safety	71.43%	15
Damages relating to house/vehicles/crops/etc	66.67%	14
Damages related to general property (trampled vegetation, litter, etc.)	57.14%	12
Liability	66.67%	14
Loss of privacy	61.90%	13
Other (please specify)	38.10%	8
<b>TOTAL</b>		<b>95</b>

# Q14: Do you feel that your household or your business experienced any of the below listed benefits from the Pelee Island Pheasant Hunts in 2024? (select all that apply)

Answered: 30 Skipped: 0



## Q14: Do you feel that your household or your business experienced any of the below listed benefits from the Pelee Island Pheasant Hunts in 2024? (select all that apply)

Answered: 30 Skipped: 0

ANSWER CHOICES	RESPONSES	
None of the above	46.67%	14
Revenue from accommodation rentals	10.00%	3
Any other hunt related revenue from services or sales such as guiding, retail concessions, food sales, etc.	3.33%	1
Increased sense of community	23.33%	7
Opportunity for family time	30.00%	9
Ability to enjoy restaurant and retail during shoulder season	30.00%	9
Other (please specify)	26.67%	8
<b>TOTAL</b>		<b>51</b>

# 2024 Pelee Island Pheasant Hunt - Hunter Survey

**144**

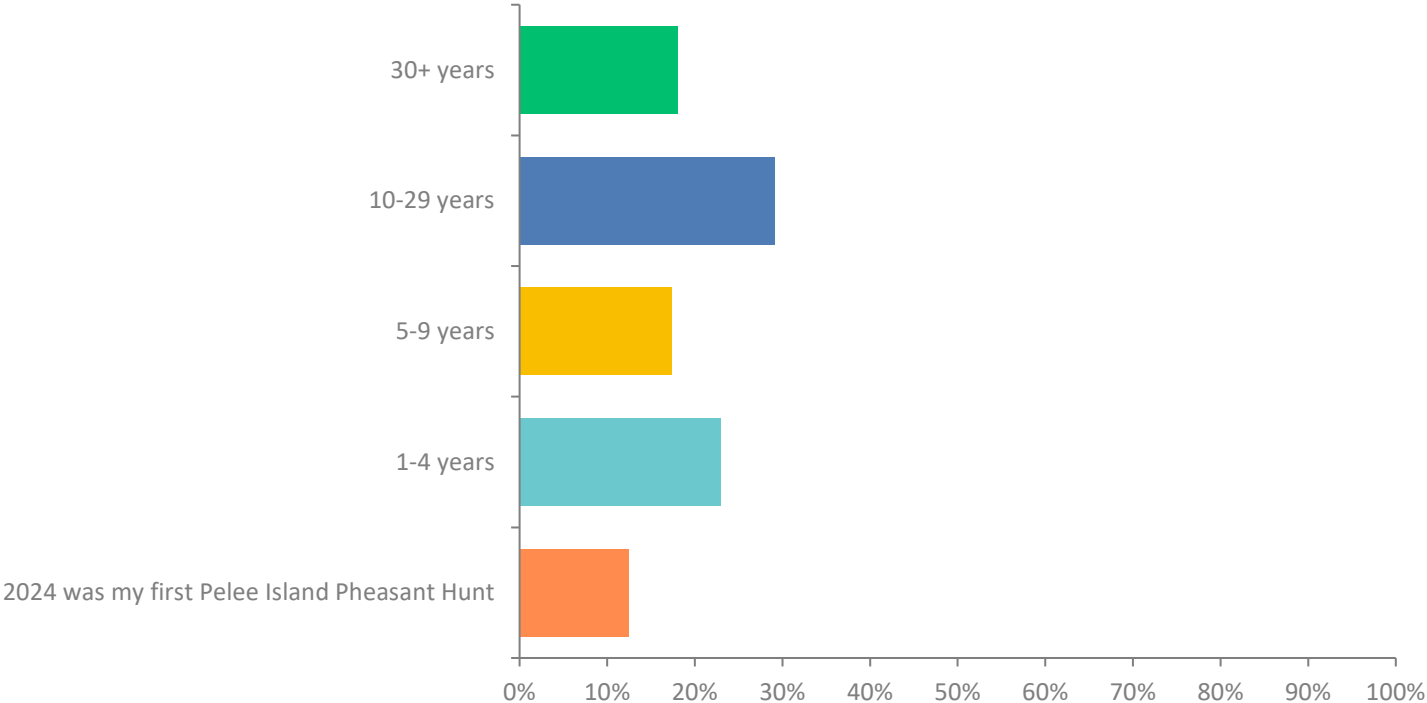
Total Responses

Date Created: Thursday, October 10, 2024

Complete Responses: 144

# Q1: How many years have you been attending the Pelee Island Pheasant Hunt prior to 2024?

Answered: 144 Skipped: 0



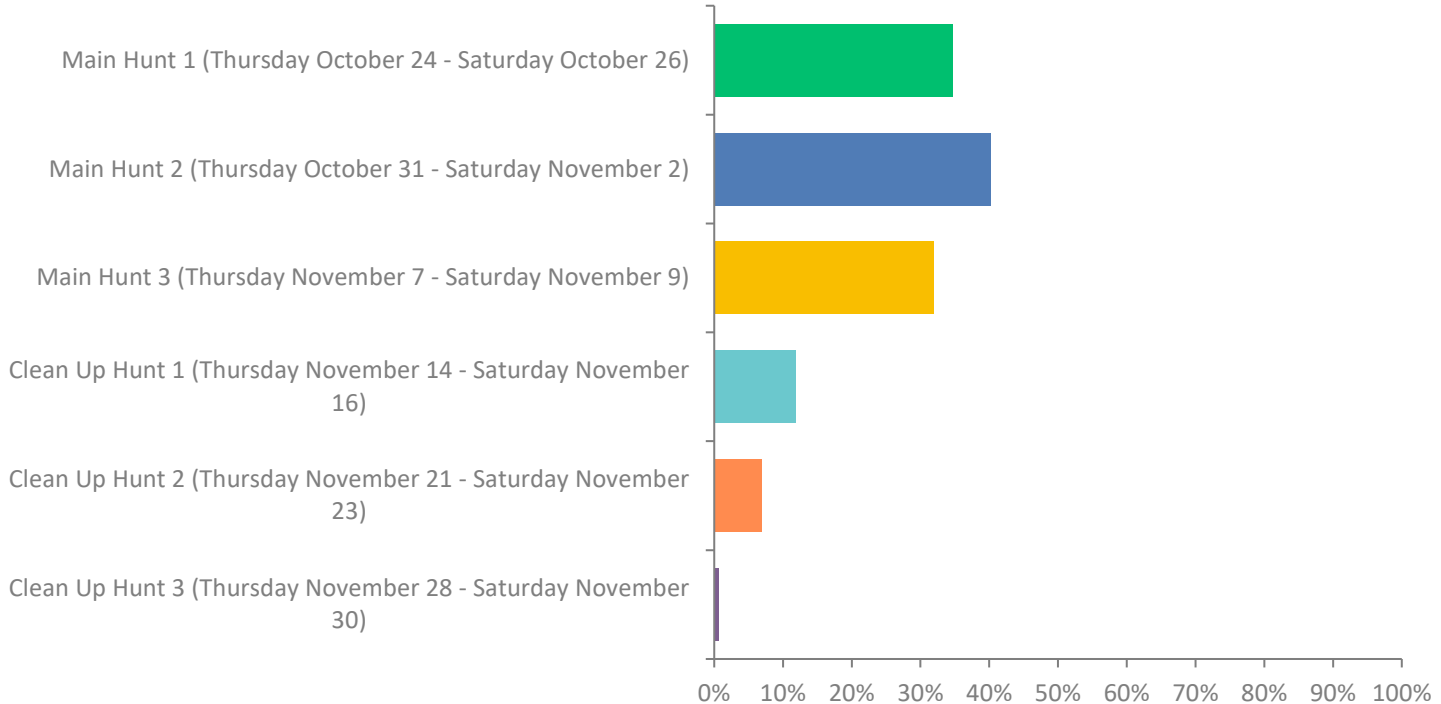
# Q1: How many years have you been attending the Pelee Island Pheasant Hunt prior to 2024?

Answered: 144 Skipped: 0

ANSWER CHOICES	RESPONSES	
30+ years	18.06%	26
10-29 years	29.17%	42
5-9 years	17.36%	25
1-4 years	22.92%	33
2024 was my first Pelee Island Pheasant Hunt	12.50%	18
<b>TOTAL</b>		<b>144</b>

## Q2: Which Pelee Island Pheasant Hunt(s) did you attend in 2024? (select all that apply)

Answered: 144 Skipped: 0



## Q2: Which Pelee Island Pheasant Hunt(s) did you attend in 2024? (select all that apply)

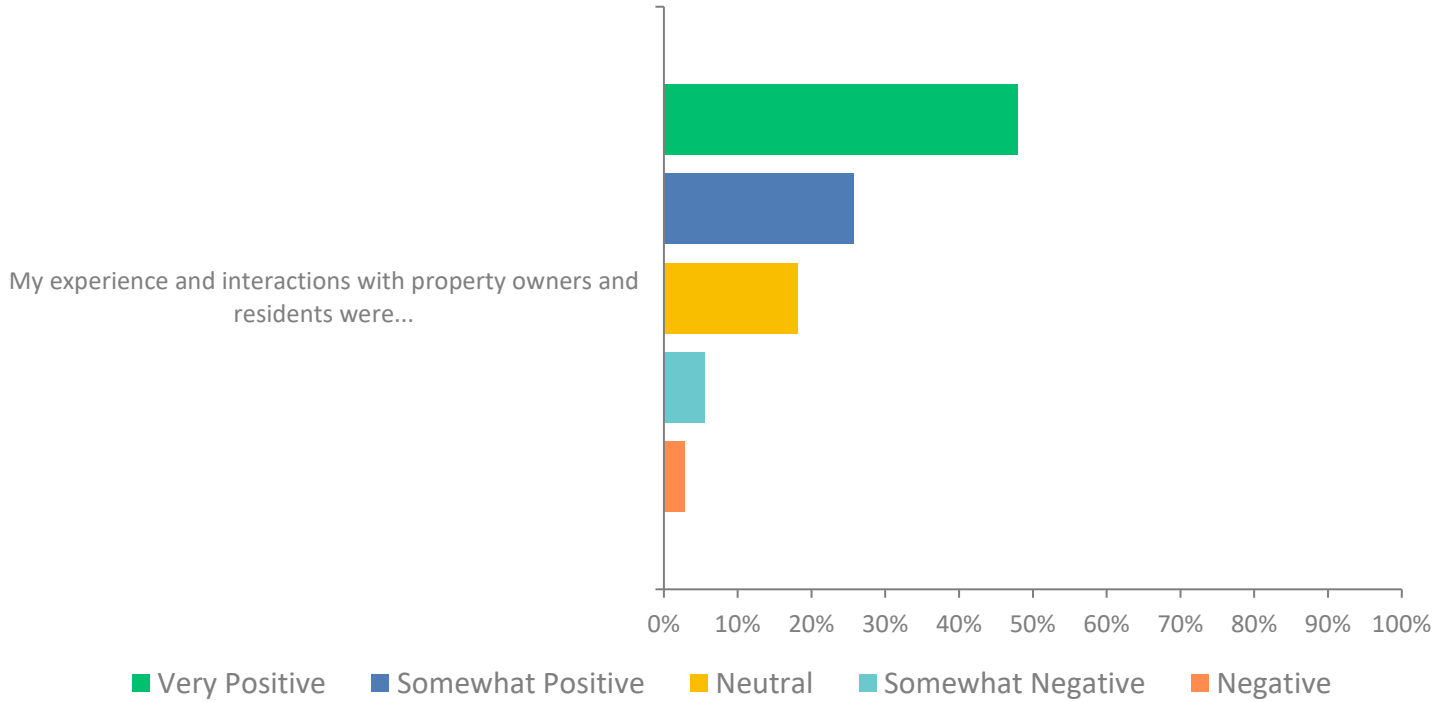
Answered: 144 Skipped: 0

ANSWER CHOICES	RESPONSES	
Main Hunt 1 (Thursday October 24 - Saturday October 26)	34.72%	50
Main Hunt 2 (Thursday October 31 - Saturday November 2)	40.28%	58
Main Hunt 3 (Thursday November 7 - Saturday November 9)	31.94%	46
Clean Up Hunt 1 (Thursday November 14 - Saturday November 16)	11.81%	17
Clean Up Hunt 2 (Thursday November 21 - Saturday November 23)	6.94%	10
Clean Up Hunt 3 (Thursday November 28 - Saturday November 30)	0.69%	1
<b>TOTAL</b>		<b>182</b>

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### Q3: Rate your interactions with residents and property owners during your 2024 pheasant hunt on Pelee

Answered: 144 Skipped: 0



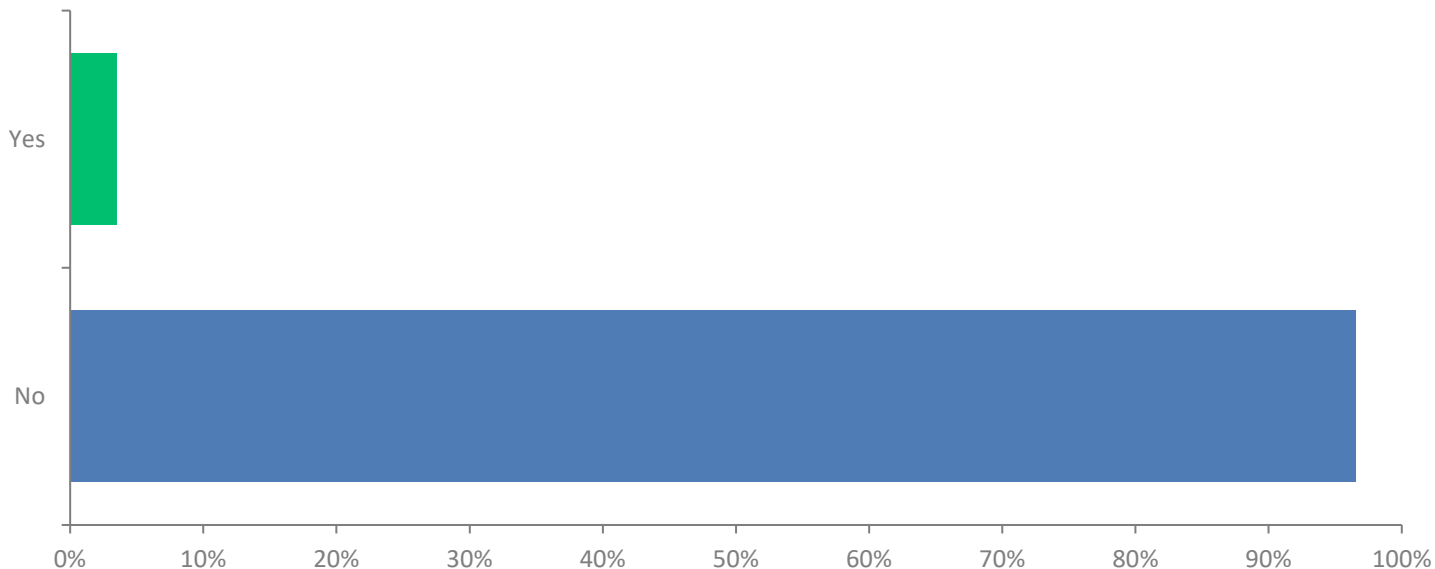
### Q3: Rate your interactions with residents and property owners during your 2024 pheasant hunt on Pelee

Answered: 144 Skipped: 0

	VERY POSITIVE	SOMEWHAT POSITIVE	NEUTRAL	SOMEWHAT NEGATIVE	NEGATIVE	TOTAL	WEIGHTED AVERAGE
My experience and interactions with property owners and residents were...	47.92% 69	25.69% 37	18.06% 26	5.56% 8	2.78% 4	144	1.90

**Q5: Did you mentor an apprentice during the pheasant hunt? (Apprentice hunters must be Ontario residents who are 12–14 years old and have an Outdoors Card with hunting accreditation. Hunters who are 15 years of age and older must purchase an Outdoors Card and their own licences/tags in order to hunt.)**

Answered: 144 Skipped: 0



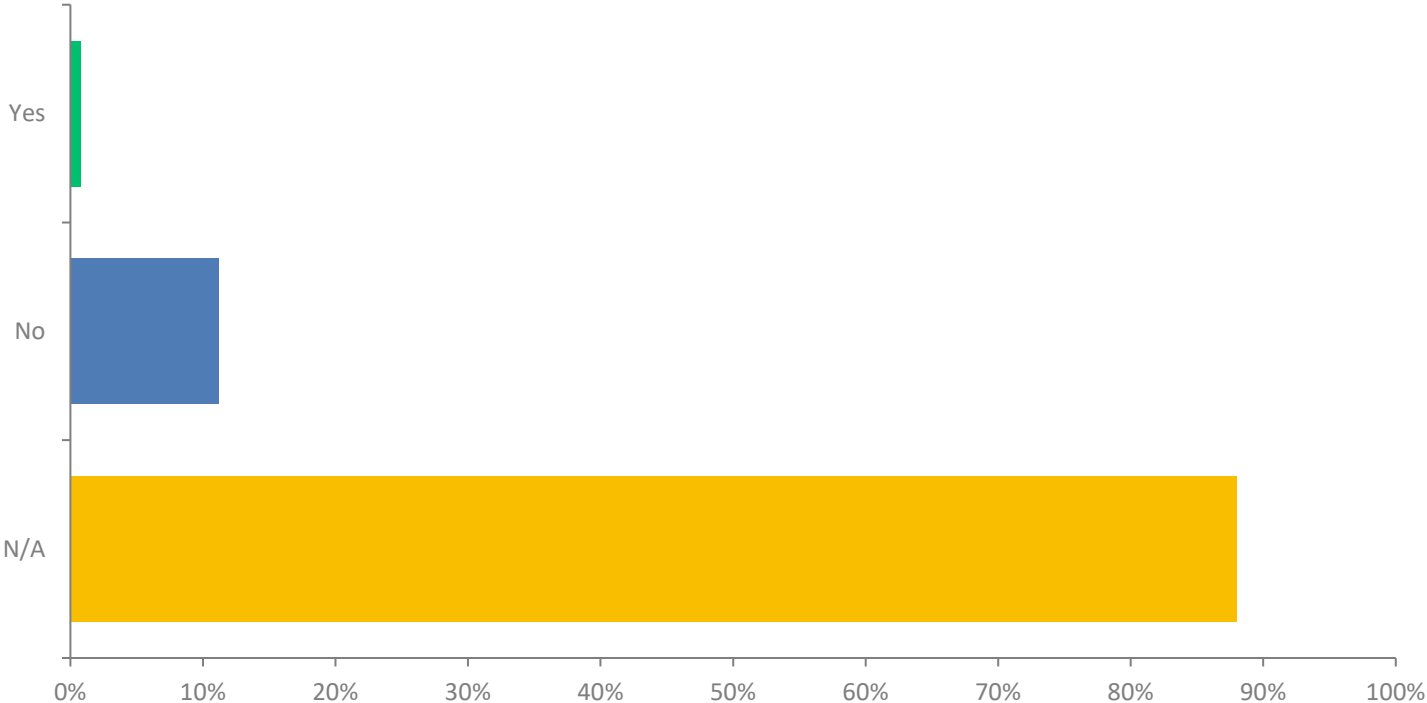
**Q5: Did you mentor an apprentice during the pheasant hunt? (Apprentice hunters must be Ontario residents who are 12–14 years old and have an Outdoors Card with hunting accreditation. Hunters who are 15 years of age and older must purchase an Outdoors Card and their own licences/tags in order to hunt.)**

Answered: 144 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	3.47%	5
No	96.53%	139
TOTAL		144

# Q6: If you mentored an apprentice, did you take advantage of our mentor licence discount?

Answered: 125 Skipped: 19



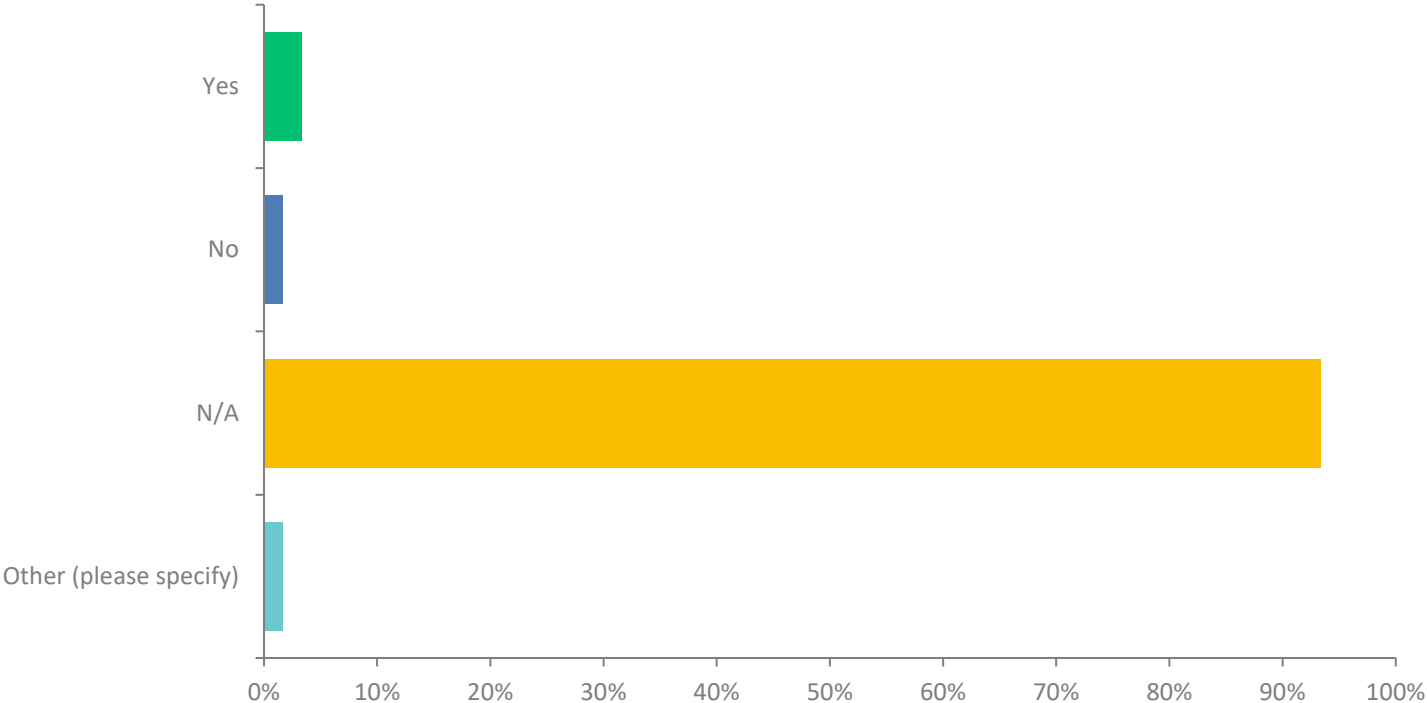
## Q6: If you mentored an apprentice, did you take advantage of our mentor licence discount?

Answered: 125 Skipped: 19

ANSWER CHOICES	RESPONSES	
Yes	0.80%	1
No	11.20%	14
N/A	88.00%	110
TOTAL		125

# Q7: If you mentored an apprentice, was their hunting experience positive?

Answered: 121 Skipped: 23



# Q7: If you mentored an apprentice, was their hunting experience positive?

Answered: 121 Skipped: 23

ANSWER CHOICES	RESPONSES	
Yes	3.31%	4
No	1.65%	2
N/A	93.39%	113
Other (please specify)	1.65%	2
<b>TOTAL</b>		<b>121</b>

## Q8: How reliant are you on private property during the pheasant hunts?

Answered: 144 Skipped: 0



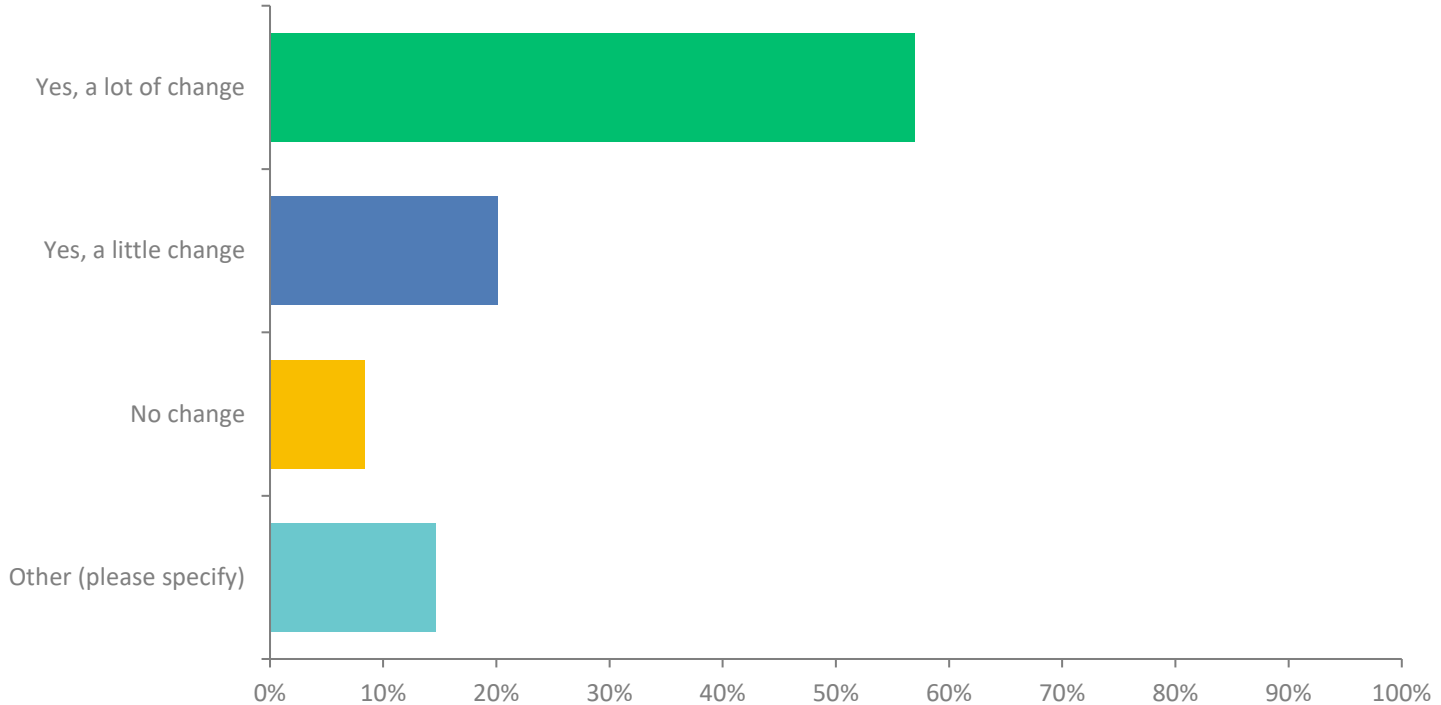
## Q8: How reliant are you on private property during the pheasant hunts?

Answered: 144 Skipped: 0

ANSWER CHOICES	RESPONSES	
I entirely depend on private property to hunt	11.11%	16
I mostly depend on private property to hunt	22.22%	32
I hunt on both public and private properties equally	50.69%	73
I do not rely on private property	11.81%	17
Other (please specify)	4.17%	6
<b>TOTAL</b>		<b>144</b>

# Q9: Do you believe there has been a change in access to private property in the last 5 years?

Answered: 144 Skipped: 0



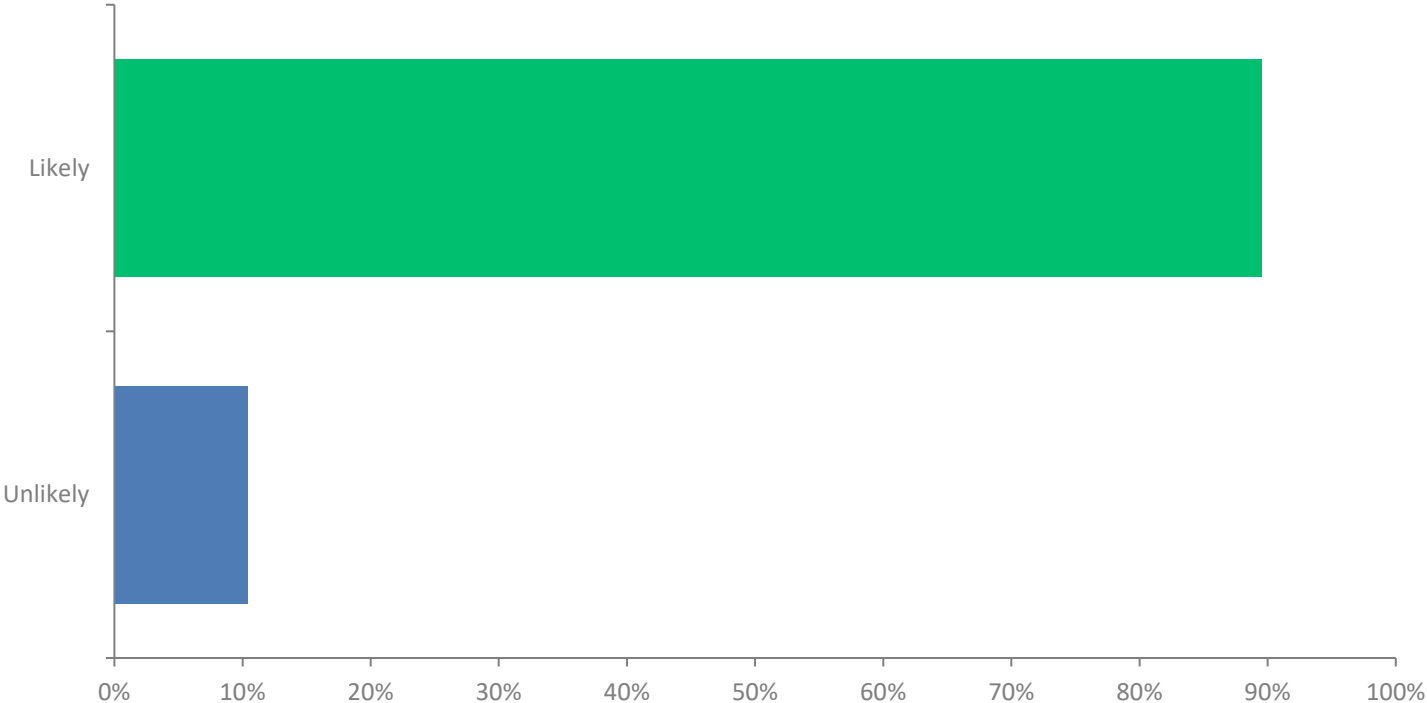
# Q9: Do you believe there has been a change in access to private property in the last 5 years?

Answered: 144 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes, a lot of change	56.94%	82
Yes, a little change	20.14%	29
No change	8.33%	12
Other (please specify)	14.58%	21
<b>TOTAL</b>		<b>144</b>

# Q13: Do you plan to attend a future pheasant hunt in 2025 or beyond?

Answered: 144 Skipped: 0



# Q13: Do you plan to attend a future pheasant hunt in 2025 or beyond?

Answered: 144 Skipped: 0

ANSWER CHOICES	RESPONSES	
Likely	89.58%	129
Unlikely	10.42%	15
TOTAL		144


**Q14: Please rate your 2024 Pelee Island Pheasant Hunt experience overall (5 stars being a great experience, 1 star being dissatisfied with the hunt).**

Answered: 144 Skipped: 0



# Q14: Please rate your 2024 Pelee Island Pheasant Hunt experience overall (5 stars being a great experience, 1 star being dissatisfied with the hunt).

Answered: 144 Skipped: 0

	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
	2.08%	8.33%	17.36%	34.72%	37.50%	144	3.97
	3	12	25	50	54		



THE CORPORATION OF THE  
*Township Of Pelee*  
 THE CORPORATION OF THE TOWNSHIP OF PELEE  
 REPORT NO. 2025 – 27 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 14, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: Discharge of Firearms By-law**

**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk regarding the Discharge of Firearms By-law **BE RECEIVED** by Council.
2. The Discharge of Firearms By-law 2018 – 36 remain in effect with recommended amendments to be considered at the May 13<sup>th</sup> Regular Meeting of Council.

**2. BACKGROUND:**

At the Regular Meeting of Council on August 27<sup>th</sup>, 2024, a Notice of Motion was brought forward by Deputy Mayor Malloch to amend the Discharge of Firearms By-Law to remove restrictions around discharging a firearm outside of pheasant hunt hours in order to allow for trap shooting and additional hunting opportunities.

The following motion was passed:

Resolution 2024 – 144  
 Moved By: Deputy Mayor Dayne Malloch  
 Seconded By: Councillor Michelle Taylor

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby request Administration amend the Discharge of Firearms By-Law 2018 – 36 to remove restrictions in place regarding discharging firearms, outside of the Pheasant Hunt permitted hours and dates during the three-week window indicated in section 1 of the By-

Law, to allow for trap shooting and additional hunting opportunities outside of the Pheasant Hunt.”

Administration informed Council that MNR was contacted to provide their comments on the matter as it relates to the enforcement of the annual Pelee Island Pheasant Hunt. Administration stated that prohibiting the discharge of firearms outside of Pheasant Hunt hours during the main Pheasant Hunts is the entire premise of the By-Law and recommended repealing the By-Law if this is the direction Council wishes to take following comments from MNR and a report from Administration on the applicable amendment.

At the September 10<sup>th</sup>, 2024, Regular Meeting of Council a report regarding the Discharge of Firearms By-law was presented highlighting the benefits and concerns of the Discharge of Firearms By-law, as well as alternative approaches to repealing the By-law. Further details on these items can be found within Report 2024 – 52 KH Discharge of Firearms By-law.

### **3. DISCUSSION:**

Following the 2024 Pelee Island Pheasant Hunt, as well as the results of the 2024 hunter and resident surveys, Administration continues to recommend keeping the Discharge of Firearms By-law in place as written, with minor amendments to be approved, including the removal of the Sportsman Club. It is also recommended that exemptions be added to the By-law including: an exemption for farmers, for the purpose of controlling wildlife posing a threat to crops or livestock; and for Police Officers.

### **4. FINANCIAL MATTERS:**

N/A

### **5. CONSULTATIONS:**

The following were consulted:

- MNR – Comments attached to this report.
- OPP – Contacted, no comments received.
- By-Law Services – Comments received in support of Administration’s recommendation to keep By-law 2018 – 36 in effect.

### **6. CONCLUSION:**

Administration and MNR share concerns with the potential repeal of By-Law 2018 – 36, being a By-Law to prohibit or regulate the discharge of firearms within the Township of Pelee.

Administration recommends that By-Law 2018 – 36 remain in effect with minor amendments to be considered at the May 13<sup>th</sup> Regular Meeting of Council.

*Kristine Horst*

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Kristine Horst  
**Township Administrator & Clerk**

**KH**

**Attachments:**

By-Law 2018 – 36 Discharge of Firearms

W. Johnson – MNR Comments on Proposed Repeal of By-Law 2018 – 36

**DEPARTMENTS/OTHERS CONSULTED:**

**Name:**

**Title:**           **Email:**

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

**By-Law 2018-36**

**“DISCHARGE OF FIREARMS”**

(Septemeber 24, 2018)

A By-law to prohibit or regulate the discharge of  
firearms within the Township of Pelee.

---

**WHEREAS** the *Municipal Act, 2001*, as amended, Section 10 (2) authorizes the Council of a single-tier municipality to pass By-laws respecting the health, safety and well being of persons, and for the protection of persons and property, including consumer protection;

**AND WHEREAS** it is deemed expedient by Council to prohibit or regulate the discharge of firearms within the Township of Pelee for the purposes of public safety and consumer protection;

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

- 1.) That no air rifles, guns, cross bows, bow and arrows or other firearm shall be discharged from 5:00 p.m. of the Sunday immediately preceding the first date of the annual pheasant hunt, until 5:00 p.m. on the Saturday of the third pheasant hunt save and accept the Wednesday when trap shooting shall be permitted solely at the Pelee Island Sportsman’s Club.
- 2.) Notwithstanding the provisions of Sections 1 of this By-law, a person may discharge a gun or other firearm within the Township of Pelee on any day during the operation of the Annual Pheasant Hunt, provided that person has obtained the necessary licenses to participate in the Pheasant Hunt.

- 3.) Every person who contravenes any of the provisions of this By-law is guilty of an offence and shall, upon conviction, be liable for a fine of not more than five thousand dollars (\$5,000.00), exclusive of costs, which is recoverable under the provisions of the *Provincial Offences Act*, as amended.
- 4.) By-law 2012-23 finally passed by the Corporation on September 24<sup>th</sup>, 2012 is hereby repealed with the passing of this by-law.
- 5.) This By-law shall come into force and take full effect on the final passing thereof.

**READ A FIRST, SECOND, AND THIRD TIME AND PASS THIS 24<sup>TH</sup> DAY OF SEPTEMBER, 2018**



**MAYOR, Rick Masse**



**Clerk/Treasurer, Michelle Feltz**



THE CORPORATION OF THE  
*Township Of Pelee*  
THE CORPORATION OF THE TOWNSHIP OF PELEE  
REPORT NO. 2025 – 28 KH

<b>Author’s Name: Kristine Horst</b>	<b>Report Date: April 16, 2025</b>
<b>Resolution #:</b>	<b>Date to Council: April 22, 2025</b>

**To: Mayor and Members of Council**

**Subject: Drainage Shared Services Agreement – Short Term Contract**

**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Township Administrator & Clerk **BE RECEIVED.**
2. Council consider By-law 2025 – 30, to execute an agreement with the Town of Amherstburg for Drainage Superintendent Shared Services, at its April 22 Regular Meeting.

**2. BACKGROUND:**

In March 2018, the Township of Pelee entered its first agreement with the Town of Amherstburg for Drainage Superintendent Services.

In April 2023, the Township of Pelee entered its second agreement with the Town of Amherstburg for continued Drainage Superintendent Services.

In November 2024, Administration was made aware that the Agreement would be terminated in March 2025 along with the By-law Services agreement with the Town of Amherstburg.

In April 2025, Administration reached out to Amherstburg to request an extension or short-term contract for Drainage Services for an additional six months to assist the Township of Pelee during its transition period while seeking a long-term solution to Drainage Services.

On April 14<sup>th</sup>, 2025, Amherstburg Council agreed to a 6-month short-term contract between the Town of Amherstburg and Township of Pelee for Drainage Superintendent Services.

### 3. **DISCUSSION:**

#### Term

The Agreement will commence on May 1<sup>st</sup>, for a period of 6 months, concluding on October 31<sup>st</sup>, 2025.

#### Drainage Superintendent Services

As per the Agreement, Amherstburg agrees to provide to Pelee the following services:

- Administer the drainage process by reviewing applications, reports, and petitions
- Attend meetings, direct the tendering process, prepare Council reports including recommendations to Council, liaise with government agencies, engineers, solicitors, contractors, landowners and ratepayers
- Supervise the maintenance and repair of municipal drainage works in accordance with the current by-law and in accordance with Council procedures
- Conduct public and on-site meetings
- Prepare Council reports and attend Council meetings for the purpose of providing information to Council, ratepayers, contractors and consultants on drainage matters
- Coordinate drain construction and maintenance resulting from engineer's reports including preparing and directing the tendering process
- Provide advice, guidance and assistance to contractors and the general public on a variety of drainage matters
- Comment on drainage matters relating to severances and subdivision agreements;
- Maintain an up-to-date knowledge of local soil conditions, drainage maintenance and construction practices, location and condition of drains
- Represent the municipality with regard to the legal requirements of the Drainage Act and testify before the Drainage Tribunal and Referee if required
- Prepare Drainage Grant Applications for Engineered and Maintenance projects as well as maintain a timesheet for the purpose of obtaining the Drainage Superintendent grant as required by the Ontario Ministry of Agriculture, Food and Rural Affairs

Amherstburg has agreed to make available, pursuant to the terms of this Agreement, its Manager of Roads and Fleet, Eric Chamberlain, to provide the above noted services. Under this agreement there is no minimum annual hours or lump sum payment requirement for training which have been included in previous long-term agreements.

### 4. **FINANCIAL MATTERS:**

Based on previous average hours, the overall expense should fall between \$20,000 and \$25,000 plus HST for the 6-month period. These fees are well within the 2025 budget estimates for Drainage Superintendent Services.

### 5. **CONCLUSION:**

Drainage Superintendent Shared Services through Amherstburg will commence May 1<sup>st</sup>, once the Agreement has been executed between the Township of Pelee and Town of Amherstburg, concluding on October 31<sup>st</sup>, 2025.

*Kristine Horst*

\_\_\_\_\_  
Kristine Horst

**Township Administrator & Clerk**

**KH**

**Attachments:**

Drainage Superintendent Shared Services Agreement

**To:** [Redacted]

**Subject:** EOWC Resolution - EOWC Support for Canadian and Ontario Government Negotiations with the U.S. Government on Trade Tariffs

**Attachments:** EOWC Resolution - EOWC Support of Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs - February 10 2025.pdf

Good morning,

On behalf of Chair Bonnie Clark of the Eastern Ontario Wardens Caucus (EOWC), please see the resolution attached to be distributed at your next council meeting.

Thank you,

**Meredith Staveley-Watson**

Director of Government Relations and Policy

647-545-8324

[Meredith.Staveley-Watson@eowc.org](mailto:Meredith.Staveley-Watson@eowc.org) | [eowc.org](http://eowc.org)



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**From:** EOWC

**Sent:** February 10, 2025 5:56 PM

**To:** [Redacted]

[REDACTED]

**Subject:** EOWC Resolution - EOWC Support for Canadian and Ontario Government Negotiations with the U.S. Government on Trade Tariffs

Good afternoon,

On behalf of the [Eastern Ontario Wardens' Caucus](#) (EOWC), please see the attached resolution "EOWC Support of Canadian and Ontario Governments Negotiations with the United States Government on Trade Tariffs."

Thank you,

**Meredith Staveley-Watson**

Director of Government Relations and Policy

647-545-8324

[Meredith.Staveley-Watson@eowc.org](mailto:Meredith.Staveley-Watson@eowc.org) | [eowc.org](http://eowc.org)



## **Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs**

---

**Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville**  
**Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County**

**Whereas** the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

**Whereas** Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

**Whereas** the Canadian 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 U.S. 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** Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

**Whereas** municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

**Whereas** there are trade barriers between Canadian provinces and territories.

**Therefore, be it resolved that the Eastern Ontario Wardens' Caucus** supports the Canadian and Ontario 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 ensure municipalities are part of the coordinated Team Canada approach;

**And that** the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

**And that** the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

**And that** the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

**And that** the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.

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

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

**Carried**



**Chair Bonnie Clark, EOWC**

**February 10, 2025**



March 19, 2025

**Great Lakes and St. Lawrence Cities Initiative**

Board of Directors

Gino Moretti, Co-Chair

[gmoretti@stanicet.com](mailto:gmoretti@stanicet.com)

Ryan Sorenson, Co-Chair

[ryan.sorenson@sheboyganwi.gov](mailto:ryan.sorenson@sheboyganwi.gov)

c/o Jonathan Alternberg, President and  
CEO, Phillippe Murphy-Rheaume, Chief  
Development Officer  
P.O. Box 1332  
New Lenox, IL  
60451, USA

**Prime Minister of Canada**

Attention: Right Honourable Mark Carney,  
House of Commons, Ottawa, ON K1A 0A6

Sent via email [mark.carney@parl.gc.ca](mailto:mark.carney@parl.gc.ca)

**Office of the Premier**

Attention: Honourable Doug Ford,  
Legislative Building, Queen's Park

Sent via email [premier@ontario.ca](mailto:premier@ontario.ca)

To All Concerned,

**Re: Resolution of County of Essex Council RE Fresh Water Protection and Agreements**

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The Council of the County of Essex, Ontario, Canada, at its Wednesday, March 19, 2025 meeting, adopted the following resolution Fresh Water Protection and Agreements:

**Whereas** the County of Essex is touched by fresh water at both the local municipal and upper tier level; and

**Whereby** Ontario holds more than half of the world's fresh water; and  
*Whereas* multiple bilateral agreements between Canada and the United States of America have been signed, ensuring that this fresh water is protected for current users and future generations; and

**Whereas**, the County of Essex is a member municipality of the Great Lakes and St. Lawrence Cities Initiative, a bi-national coalition concerned with the ethical and responsible use, and protection and preservation of fresh water resources; and,

**Whereas** the current US President, while campaigning stated that 'there is a large faucet' in Canada, indicating that there is 'extra' water in Canada; and

*Whereas current bilateral agreements do not appear to be followed by the new US Government Administration in a number of areas.*

**095-2025**

**Moved By** Michael Akpata

**Seconded By** Crystal Meloche

**That** the County of Essex call upon the Great Lakes and St. Lawrence Cities Initiative to advocate for continued adherence to established agreements regarding fresh water resources and to continued bi-national, state, provincial, and municipal efforts to protect and conserve these resources; and,

**That** Essex County Council call upon the Federal and Provincial Governments to take any and all necessary steps to ensure that the current agreements that are in place for the protection of fresh water are followed, so that the residents of the County of Essex can continue to maintain access to clean fresh water; and,

**That** the Federal and Provincial Governments ensure that water outflow is included in any discussions with the United States Government as part of ongoing interactions; and further,

**That** both Canadian and American federal, provincial, state and municipal governments maintain funding envelopes for the Great Lakes and St. Lawrence Cities Initiative

**Carried Unanimously**

The County of Essex has distributed this resolution broadly to Ontario municipalities, municipal organizations, and to Federal and Provincial government leaders. The County further appeals to the GLSLCI Board, that this resolution be supported, and disseminated by GLSLCI to its members, and government agencies both in the United States and Canada.

Please do not hesitate to contact me if you have any questions.

Regards,



Hilda MacDonald  
Warden, County of Essex

CC:

- The Honourable Gary Anandasangaree, Minister of Justice and Attorney General of Canada and Minister of Crown-Indigenous Relations and Northern Affairs  
[gary.anand@parl.gc.ca](mailto:gary.anand@parl.gc.ca)
- The Honourable Jonathan Wilkinson, Minister of Energy and Natural Resources  
[jonathan.wilkinson@parl.gc.ca](mailto:jonathan.wilkinson@parl.gc.ca)
- The Honourable Dominic LeBlanc, Minister of International Trade and Intergovernmental Affairs and President of the King's Privy Council for Canada  
[dominic.leblanc@parl.gc.ca](mailto:dominic.leblanc@parl.gc.ca)
- The Honourable Jonathan Wilkinson, Minister of Energy and Natural Resources, Canada  
[jonathan.wilkinson@parl.gc.ca](mailto:jonathan.wilkinson@parl.gc.ca)
- The Honourable Mike Harris, Minister of Natural Resources, Province of Ontario  
[minister.mnrf@ontario.ca](mailto:minister.mnrf@ontario.ca)
- The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks, Province of Ontario  
[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)
- Municipalities of the County of Essex, Ontario Clerk's Office
- Andrew Dowie, MPP Windsor-Tecumseh, [Andrew.Dowie@pc.ola.org](mailto:Andrew.Dowie@pc.ola.org)
- Anthony Leardi, MPP Essex, [Anthony.Leardi@pc.ola.org](mailto:Anthony.Leardi@pc.ola.org)
- Hon. Trevor Jones, MPP Chatham Kent Leamington, [Trevor.Jones@pc.ola.org](mailto:Trevor.Jones@pc.ola.org)
- Lisa Gretzky, MPP Windsor West, [LGretzky-QP@ndp.on.ca](mailto:LGretzky-QP@ndp.on.ca)
- Federation of Canadian Municipalities - Rebecca Bligh, President  
[resolutions@fcm.ca](mailto:resolutions@fcm.ca)
- Association of Municipalities of Ontario – Robin Jones, President  
[amopresident@amo.on.ca](mailto:amopresident@amo.on.ca) Brian Rosborough, Executive Director,  
[broborough@amo.on.ca](mailto:broborough@amo.on.ca)
- Western Ontario Warden's Caucus – Kate Burns Gallagher, Executive Director  
[kate@wowc.ca](mailto:kate@wowc.ca) Amy Martin, Chair [chair@wowc.ca](mailto:chair@wowc.ca)
- Eastern Ontario Warden's Caucus - Meredith Staveley-Watson, Director of Government Relations and Policy, [info@eowc.org](mailto:info@eowc.org) ; Warden Bonnie Clark Chair
- Irek Kusmierczyk, MP Windsor-Tecumseh, [Irek.Kusmierczyk@parl.gc.ca](mailto:Irek.Kusmierczyk@parl.gc.ca)
- Dave Epp, MP Chatham-Kent- Leamington, [Dave.Epp@parl.gc.ca](mailto:Dave.Epp@parl.gc.ca)
- Chris Lewis, MP Essex, [Chris.Lewis@parl.gc.ca](mailto:Chris.Lewis@parl.gc.ca)
- Brian Masse, MP Windsor West, [brian.masse@parl.gc.ca](mailto:brian.masse@parl.gc.ca)
- Sandra Zwiers, Chief Administrative Officer, County of Essex  
[szwiers@countyofessex.ca](mailto:szwiers@countyofessex.ca)
- Katherine Hebert, Clerk, County of Essex [khebert@countyofessex.ca](mailto:khebert@countyofessex.ca)



March 27, 2025

Right Hon. Mark Carney, Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON K1A 0A2  
[Media@pmo-cpm.gc.ca](mailto:Media@pmo-cpm.gc.ca)

Hon. Melanie Joly, Minister of Foreign Affairs  
1109-225 Chabanel West  
Montréal, QC H2N 2C9  
[melanie.joly@parl.gc.ca](mailto:melanie.joly@parl.gc.ca)

Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities  
1902 Danforth Avenue  
Toronto, ON M4C 1J4  
[nathaniel.erskine-smith@parl.gc.ca](mailto:nathaniel.erskine-smith@parl.gc.ca)

Hon. Doug Ford, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

**Sent Via Email**

Re: Canadian and Ontario Governments' Negotiations with the USA on Trade Tariffs

Council of the Town of LaSalle, at its Regular Meeting held Tuesday, March 11, 2025, passed the following resolution:

**53/25**

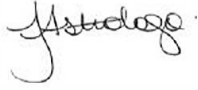
Moved by: Deputy Mayor Akpata  
Seconded by: Councillor Renaud

“That the request received from the Eastern Ontario Warden's Caucus, seeking support for the Canadian and Ontario Governments' negotiations with the United States Government on trade tariffs, be supported, and that copies of the support be sent to those listed in the correspondence.”

**Carried.**

Please consider this letter as confirmation of the Town of LaSalle's support of the above matter.

Yours Truly,



Jennifer Astrologo  
Director of Council Services/Clerk  
Town of LaSalle  
[jastrologo@lasalle.ca](mailto:jastrologo@lasalle.ca)

Cc: (via email)

Marit Stiles (Leader of the Ontario New Democratic Party),  
Bonnie Crombie (Leader of the Ontario Liberal Party),  
Mike Schreiner (Leader of the Ontario Green Party),  
Ontario's Minister of Economic Development, Job Creation and Trade,  
Ontario's Minister of Municipal Affairs and Housing,  
Rebecca Bligh (President, FCM and Councillor, City of Vancouver),  
Robin Jones (President, AMO and Mayor of Westport),  
Christa Lowry (Chair, Rural Ontario Municipal Association),  
Jeff Leal (Chair, Eastern Ontario Leadership Council),  
John Beddows (Chair, Eastern Ontario Mayors' Caucus),  
All regional Members of Canadian Parliament,  
All candidates running as Ontario Members of Parliament,  
All of Ontario Municipalities

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

**BY-LAW NUMBER: 2025 – 27**

**“By-law Enforcement Shared Services”**

**(April 22, 2025)**

Being a By-law to enter into an Agreement for By-law Enforcement Shared Services with the Municipality of Leamington.

---

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

**AND FURTHER** that the Municipal Council for the Township of Pelee deems it expedient to enter into an agreement for By-law Enforcement Shared Services with the Municipality of Leamington.

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

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

By-Law enacted this 22<sup>nd</sup> day of April, 2025.

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**CATHERINE MILLER**  
MAYOR

---

**KRISTINE HORST**  
TOWNSHIP ADMINISTRATOR &  
CLERK

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

**BY-LAW NUMBER: 2025 – 28**

**“Interim Clerk Appointment”**

**(April 22, 2025)**

Being a by-law to appoint an Interim Clerk of the Township of Pelee.

---

**WHEREAS** section 9 of the *Municipal Act, 2011, S.O. c. 25* (the "Act") provides that a municipality has the capacity, right, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

**AND WHEREAS** section 228(1) of the Act provides that a municipality shall appoint a clerk.

**AND WHEREAS** section 3(1) of the *Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. M.56* provides that members of the council of a municipality may by by-law designate an individual to act as head of the municipality for the purpose of the Act.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PELEE ENACTS AS FOLLOWS:**

1. **THAT** Mary Masse is hereby appointed as Interim Clerk of the Corporation of the Township of Pelee pursuant to section 228(1) of the *Municipal Act, 2001* and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which are or may be conferred by statute of by-law.
2. **THAT** Mary Masse is hereby designated as head of the municipality for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*.
3. **THAT** this By-law shall come into effect May 1<sup>st</sup>, 2025, and expire on May 31<sup>st</sup>, 2026.
4. **THAT** By-law 2023-50 is hereby repealed.

**READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED THIS 22<sup>nd</sup> DAY OF APRIL, 2025.**

---

**Catherine Miller,**

**Mayor**

---

**Kristine Horst,**  
**Township Administrator &**  
**Clerk**

**THE CORPORATION OF THE TOWNSHIP OF PELEE**

**BY-LAW NUMBER: 2025 – 29**

**“Transfer Payment Agreement – Fire Protection Grant”**

**(April 22, 2025)**

Being a By-law to enter into a Transfer Payment Agreement for a Fire Protection Grant with His Majesty the King in right of Ontario as represented by the Office of the Fire Marshal.

---

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

**AND FURTHER** that the Municipal Council for the Township of Pelee deems it expedient to enter into a transfer payment agreement for a Fire Protection Grant with His Majesty the King in right of Ontario as represented by the Office of the Fire Marshal.

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

1. That authority is hereby granted to the Mayor and Township Administrator & Clerk to enter into a transfer payment agreement with His Majesty the King in right of Ontario as represented by the Office of the Fire Marshal.
2. That the agreement attached as Schedule ‘A’ forms part of this by-law.
3. That any and all actions taken and required to be taken by the Mayor and Clerk on behalf of the Corporation of the Township of Pelee to complete this matter including the execution of the Agreement and any other associated documentation are hereby authorized; confirmed and ratified.
4. That this by-law shall come into force and take effect immediately upon the approval of Township Council.

By-Law enacted this 22<sup>nd</sup> day of April, 2025.

---

**CATHERINE MILLER**  
MAYOR

---

**KRISTINE HORST**  
TOWNSHIP ADMINISTRATOR &  
CLERK

**THE CORPORATION OF THE TOWNSHIP OF PELEE  
BY-LAW NUMBER: 2025 – 30**

**“Drainage Superintendent Services”**

**(April 22, 2025)**

Being a By-law to enter into an Agreement with the Town of Amherstburg for Drainage Superintendent Services.

---

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

**AND FURTHER** that the Municipal Council for the Township of Pelee deems it expedient to enter into an agreement with the Town of Amherstburg for its Drainage Superintendent Services.

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

1. That authority is hereby granted to the Mayor and Clerk to enter into an agreement with the Town of Amherstburg for a Shared Services Agreement for Drainage Superintendent Services.
2. That the agreement attached as Schedule ‘A’ forms part of this by-law.
3. That any and all actions taken and required to be taken by the Mayor and Clerk on behalf of the Corporation of the Township of Pelee to complete this matter including the execution of the Agreement and any other associated documentation are hereby authorized; confirmed and ratified.
4. That this by-law shall come into force and take effect immediately upon the approval of Township Council.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 22<sup>ND</sup> DAY OF APRIL, 2025.**

---

**Catherine Miller**  
Mayor

---

**Kristine Horst**  
Township Administrator & Clerk

**THE CORPORATION OF THE TOWNSHIP OF  
PELEE**

**BY-LAW: 2025 – 31**

**"CONFIRMATION OF PROCEEDINGS"**

**(April 22, 2025)**

A By-law to confirm the proceedings of the April 22<sup>nd</sup> 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 22<sup>nd</sup> day of April, 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"  
(April 22<sup>nd</sup>, 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 22<sup>nd</sup>  
DAY OF APRIL 2025.**

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**MAYOR, CATHERINE MILLER**

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**TOWNSHIP ADMINISTRATOR &  
CLERK, KRISTINE HORST**