

TOWNSHIP OF PELEE
Regular Meeting of Council Minutes
Monday September 13, 2021 5:30 pm
Electronic Meeting

Mayor: Ray Durocher
Deputy Mayor: Dave Dawson
Councillors: Dayne Malloch
Dave DeLellis
Sherri Smith Ouellette

Staff: Janice Hensel, CAO/Clerk
Michelle Feltz, Treasurer/Deputy Clerk
Kristine Horst, Administrative Assistant

Other: Eric Chamberlain, Drainage Superintendent
Christian Hautain, Marina & Campground Manager
Members of the Public

1. Call to Order

Meeting called to order at 5:30 p.m.

- a. Regular Meeting of Council Agenda, September 13, 2021
Moved By: Councillor Dave DeLellis
Seconded By: Deputy Mayor Dave Dawson

2. Confirmation of Previous Meeting Minutes

- a. Amended to include Councillor Dave DeLellis as present at the August 23rd Regular Meeting of Council.
- b. Regular Meeting of Council, **August 23, 2021**
Moved By: Councillor Sherri Smith Ouellette
Seconded By: Councillor Dave DeLellis

3. Disclosure of Interest

None

4. Delegations

None

5. Reports

a. Deputy Mayor David Dawson

- i) Report No. 2021 – 25 DD Ministry of Transportation /Owen Sound Transportation Company – Bi-weekly Transportation Teams Meeting
 - i. It was discussed that progress does not seem quick, however bi-weekly meetings are allowing for face to face discussion making the progress seem more productive than in the past.
 - ii. Councillor Malloch requested having MTO meet with Council on Pelee, CAO stated she would make this request on behalf of Council.
 - iii. CAO asked Council if they have any questions for the Ministry of Transportation/Owen Sound Transportation Company, to please forward to her to be discussed at future bi-weekly meetings.

b. Councillor Sherri Smith Ouellette

- i) Report No. 2021 – 26 SS Township of Pelee Emergency Response Plan and Emergency Flood Response Plan.

c. Councillor Dave DeLellis

- i) Great Lakes Island Alliance (GLIA) – Summit Update
 - i. The 2021 summit has been postponed and will be moved to 2022, hoping to pick up where it was left off next year.
- ii) Update on Broadband ICON & UBF Project
 - i. Councillor DeLellis stated we are moving forward with this project, the Township of Pelee is working on a partnership with Gosfield North Communications Co-operative Limited, and are looking to create a webpage which will feature updates relating to the project going forward.
 - ii. Currently we are awaiting transfer payment agreements, but are looking forward to proceeding.

d. Drainage Superintendent: Eric Chamberlain

- i) Report No. 2021 – 27 EC – Big Marsh Drain No. 4 – Environmental Requirements;
- ii) Report No. 2021 – 28 EC – Hooper Drain – Culvert Replacement;
 - i. Discussion ensued relating to the purpose of an engineer's report and the options for handling the culvert replacement.
 - ii. Council agreed to allow the Nature Conservancy of Canada to replace the culvert based on the 1967 engineering report with all costs being the responsibility of the owner – resolution to be passed with *Scheduled Motions*.
- iii) Report No. 2021 – 29 EC – West Shore Drain No. 2 – Request for Improvement (Maxwell)
 - i. Deputy Mayor Dawson asked if this report would also apply to the neighbouring empty lot if conducted. Drainage Superintendent Chamberlain stated if the request was made soon enough it would cover both properties.
 - ii. Council has requested the owner of the vacant lot adjacent to this

- property be contacted prior to the preparation of the report.
- iv) Report No. 2021 – 30 – Update: North Pump Emergency Repairs
 - e. Marina – Campground Manager: Christian Hautain
 - i) Report 2021 – 31 CH East Park Campground – 2021 Review and Recommendations;
 - i. Councillor Smith asked if it is possible to reallocate previously approved campground budget items to items indicated in this report. Administration indicated this is an option if Council wishes.
 - ii. Administration will be providing Council with a list of approved items from the 2021 budget with what has and has not yet been completed, along with potential items for 2022 for Council’s review.
 - iii. Treasurer Feltz recognized the increased revenue from Campground Fees this season and would like to congratulate staff on their efforts this season.
 - ii) Ice and Water Options for Scudder Marina and East Park Campground for 2022.
 - i. Administration indicated this will be a part of the next strategic planning exercise.
 - iii) Fall Schedule of Operations.
 - i. Marina Office
 - Wednesday to Thursday: 11:00 a.m. – 5:00 p.m.
 - Friday: 11:00 a.m. – 7:00 p.m.
 - Saturday: 9:00 a.m. – 7:00 p.m.
 - Sunday: 9:00 a.m. – 5:00 p.m.
 - Office Closed Monday & Tuesday.
 - ii. Campground Office
 - Wednesday to Thursday & Sunday: 11:00 a.m. – 5:00 p.m.
 - Friday & Saturday: 11:00 a.m. – 7:00 p.m.
 - Office Closed Monday & Tuesday.
 - f. Treasurer and Deputy Clerk: Michelle Feltz
 - i) Report No. 2021 – 32 MF - Pelee Island Erosion Protection 2021 – Tender Review

6. Consent Reports

- a. Treasurer: Michelle Feltz
 - i) Disbursements as at September 9, 2021 in the amount of \$ 95,655.09.
 - ii) Report No. 2021 – 33 MF – Financial Summary and Budget to Actual as at August 31, 2021.

7. Recognitions

None

8. Communications and Petitions

- a. **Ontario Provincial Police** – Essex County Detachment: 2020-2022 Action Plan.

- i) Communication received by the Council of the Corporation of the Township of Pelee from the Ontario Provincial Police.
- b. **Darith Smith, Royal Canadian Legion, Branch #403** – Requesting council consider the proclamation of September 19 – 25th, 2021 as “Legion Week”.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from Darith Smith, Royal Canadian Legion, Branch #403.
 - ii) Council to pass a resolution supporting Legion Week during *Scheduled Motions*.
- c. **Honourable Steve Clark, Minister of Municipal Affairs and Housing** – Presentation of Site Plan Control Guide.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from the Honourable Steve Clark, Minister of Municipal Affairs and Housing.
- d. **Corporation of the Town of Plympton - Wyoming** – Advising of support for resolution by the City of Kitchener requesting the Federal and Provincial governments to support Motion M-84 anti-hate Crimes and Incidents and Private Members’ Bill - C-313 Banning Symbols of Hate Act.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from the Corporation of the Town of Plympton – Wyoming.
- e. **Corporation of the Town of Plympton - Wyoming** - Advising of support for resolution by the Municipality of Chatham-Kent requesting the Federal and Provincial governments support affordable internet for all Canadians.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from the Corporation of the Town of Plympton – Wyoming.
- f. **Corporation of the Township of Larder Lake** – Advising of support for resolution by the Town of Cochrane requesting the federal and provincial governments move to have the PSAQ test for men included in the national health care systems and that it be made available to all Canadian men at no charge.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from the Corporation of the Township of Larder Lake.
 - ii) Council has requested Administration to send a letter of support.
- g. **Corporation of the City of Brantford** – Resolution to support the development of garden culture and participate in the “Year of the Garden”.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from the Corporation of the City of Brantford.
- h. **Gravel Watch Ontario** – Circulating comments on the proposed Land Use Compatibility Guideline, Ministry of the Environment, Conservation and Parks.
 - i) Communication received by the Council of the Corporation of the Township of Pelee from Gravel Watch Ontario.

9. Scheduled Motions

Action Motions

- a. Resolution 2021 – 113 was CARRIED

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Sherri Smith Ouellette

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 25 DD, Ministry of Transportation /Owen Sound Transportation Company – Bi-weekly Transportation Teams Meeting by Deputy Mayor David Dawson.”

- b. Resolution 2021 – 114 was CARRIED

Moved By: Councillor Dayne Malloch

Seconded By: Councillor Dave DeLellis

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 26 on the Township of Pelee Emergency Response Plan and Emergency Flood Response Plan by Councillor Sherri Smith Ouellette.”

- c. Resolution 2021 – 115 was CARRIED

Moved By: Deputy Mayor Dave Dawson

Seconded By: Councillor Dayne Malloch

“Be it Resolved that the Council of the Township of Pelee hereby receive report from Councillor Dave DeLellis regarding:

- a. Great Lakes Island Alliance (GLIA) – Summit Update
- b. Update on Broadband ICON and UBF Project.”

- d. Resolution 2021 – 116 was CARRIED

Moved By: Councillor Dayne Malloch

Seconded By: Councillor Dave DeLellis

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 27 EC and accept recommendation to hire Natural Resource Solutions to obtain the necessary permits from Department of Fisheries and Oceans to complete the mussel relocation of the Big Marsh Drain No. 4 in the amount of \$15,000.00.”

- e. Resolution 2021 – 117 was CARRIED

Moved By: Deputy Mayor Dave Dawson

Seconded By: Councillor Dayne Malloch

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 28 EC and authorize the Nature Conservancy of Canada – to agree to the replacement of the culvert as identified in the 1967 engineering report.

AND FURTHER the owner is responsible for the entirety of the project. It is understood there will be no assessments to upstream owners. In addition, the owner will be responsible for all costs of the culvert replacement for this Hooper Drain project.”

- f. Resolution 2021 – 118 was CARRIED
Moved By: Councillor Dave DeLellis
Seconded By: Deputy Mayor Dave Dawson

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 29 EC and accept the request for repair/improvement to the West Shore Road Drain No. 2 submitted by Maxwell’s.

AND FURTHER that the firm of Rood Engineering be appointed for the preparation of the necessary report and plans for the new culvert installation over the West Shore Drain No. 2.”

- g. Resolution 2021 – 119 was CARRIED
Moved By: Councillor Dave DeLellis
Seconded By: Deputy Mayor Dave Dawson

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 30 EC from the Drainage Superintendent dated August, 2021 regarding the emergency repairs to the North Pump No. 2 Discharge Pipe;

AND FURTHER that the North Pump Station Repairs BE AWARDED to Total Source Contracting in the sum of \$30,000.00.”

- h. Resolution 2021 – 120 was CARRIED
Moved By: Deputy Mayor Dave Dawson
Seconded By: Councillor Dayne Malloch

“Be it Resolved that the Council of the Township of Pelee hereby receive Report No. 2021 – 31 CH respecting:

- a. East Park Campground – 2021 Review and Recommendations;
- b. Ice and Water Options for Scudder Marina and East Park Campground for 2022.
- c. Fall Schedule of Operations.”

- i. Resolution 2021 – 121 was CARRIED
Moved By: Councillor Dave DeLellis
Seconded By: Deputy Mayor Dave Dawson

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby

- 1. Receives Report No. 2021 – 32 MF - Pelee Island Erosion Protection 2021- Review of Tenders regarding

Part A: Pump Station Outfall Protection at western end of West Pump Road

Part B: Revetment Improvement Works

Part C: Revetment Repair Works; and

2. The Tender submitted by Total Source Contracting be accepted; and
3. That Landmark Engineers Inc. instructs the contractor to provide the requisite Bonding, Insurance Certificate, and Work Safety and Insurance Board Certificate of Clearance and upon receiving these documents in satisfactory order, a notification of Award of Contract be issued authorizing them to proceed with the work.”

- j. Resolution 2021 – 122 was CARRIED
Moved By: Councillor Dave DeLellis
Seconded By: Councillor Sherri Smith Ouellette

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby acknowledges that throughout the Province of Ontario that September 19-25, 2021 is proclaimed Legion Week within Ontario Command of the Royal Canadian Legion and further that the week of September 19-25, 2021 is proclaimed Legion Week within the Township of Pelee.”

Consent Motions

- k. Resolution 2021 – 123 was CARRIED
Moved By: Councillor Dayne Malloch
Seconded By: Councillor Dave DeLellis

“Be it Resolved that the Council of the Township of Pelee hereby consents to the following item:

- i. Disbursements as at September 9, 2021 in the amount of \$95,655.09.”

- l. Resolution 2021 – 124 was CARRIED
Moved By: Councillor Sherri Smith Ouellette
Seconded By: Deputy Mayor Dave Dawson

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby resolves to receive Report No. 2021 – 33 MF - Financial Summary at August 31, 2021 and Budget to Actual at August 31, 2021.”

10. Deferred Matters

None

11. Enquires

None

12. Emergent Matters

- a. Councillor DeLellis – Pelee Island 2021 Pheasant Hunt Licence Sales
 - i) Councillor DeLellis asked Council if there was any interest in allowing additional sales for the upcoming Pheasant Hunts.
 - ii) Deputy Mayor Dawson stated selling additional Cleanup licences was a good idea, however expressed caution for selling additional main hunt licences.
 - iii) Council agreed on allowing additional sales for cleanup hunts only.
 - i. Administration expressed this was achievable with a maximum of 40-50 additional cleanup licences being sold, with priority given to individuals on the waitlist for hunt licences.

Resolution 2021 – 125 was CARRIED

Moved By: Deputy Mayor Dave Dawson

Seconded By: Councillor Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agree to offering for sale additional *Cleanup Pheasant Hunt* licences. Preference will be given to individuals currently on the waitlist for both cleanup and main hunts, up to a maximum of 40-50 additional licences, to be reassessed if this maximum is reached.”

- iv) Deputy Mayor Dawson asked to confirm residents of Pelee Island would still be able to obtain a licence passed the April 1st deadline.
 - i. Administration confirmed residents of Pelee are still able to register for a licence.

- b. Councillor DeLellis – Drainage Maintenance Policy

- i) Councillor DeLellis stated he would like to see the Drainage Maintenance Policy established at the September 28th, 2020 Regular Meeting of Council (Resolution 2020 – 124) – which provides the steps required in order to have maintenance completed on a Municipal Drain in the Township of Pelee – utilized.

13. By-Laws

- a. Resolution 2021 – 126 was CARRIED


Moved By: Councillor Dave DeLellis

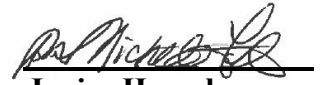
Seconded By: Councillor Sherri Smith Ouellette

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2021 – 35; Being a By-Law to Confirm Proceedings.”

14. Adjournment

Regular Meeting of Council adjourned at 6:55 p.m.


Raymond Durocher,
Mayor


Janice Hensel,
CAO/Clerk