



INAUGURAL/REGULAR MEETING OF COUNCIL

MINUTES

**MONDAY, NOVEMBER 28, 2022
8:00PM**

**ROYAL CANADIAN LEGION, BRANCH 403
1169 West Shore Road
Pelee Island, ON, N0R 1M0**

Members of Council: Mayor Elect Cathy Miller
Deputy Mayor Elect Dayne Malloch
Councillor Elect Dave DeLellis
Councillor Elect Sherri Smith Ouellette
Councillor Elect Stephanie Briggs-Crawford

Municipal Staff: Interim Clerk Kristine Horst
Treasurer Michelle Feltz
Drainage Superintendent Eric Chamberlain

Other: Members of the Public

1. CALL TO ORDER

Clerk Kristine Horst called the Inaugural Meeting to order at 8:00 p.m. with all elected members present.

2. OPENING REMARKS

The Clerk provided opening remarks, welcoming the public and elected members of Council to the inaugural meeting of Council and congratulating the elected members.

3. DECLARATION OF OFFICE – COUNCILLORS

Councillor's Stephanie Briggs-Crawford, Dave DeLellis, and Sherri Smith Ouellette read and signed the Oath of Office administered by the Clerk.

4. DECLARATION OF OFFICE – DEPUTY MAYOR

Deputy Mayor Dayne Malloch read and signed the Oath of Office administered by the Clerk.

5. DECLARATION OF OFFICE – MAYOR

Mayor Cathy Miller read and signed the Oath of Office administered by the Clerk.

6. MAYOR’S INAUGURAL ADDRESS

Mayor Cathy Miller addressed the community.

Clerk Kristine Horst passed the Chair to Mayor Cathy Miller at this time to continue with the Regular Meeting of Council.

7. AMENDMENTS TO THE AGENDA

No amendments to the agenda were made.

8. DISCLOSED OF PECUNIARY INTEREST

There were no disclosures of interest.

9. CONFIRMATION OF PREVIOUS MINUTES

Resolution 2022 – 188

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Sherri Smith Ouellette

That the November 7, Regular Meeting of Council Minutes BE ADOPTED.

CARRIED

10. PRESENTATION – COUNCIL TRAINING & EDUCATION

A. Municipal Finance Introduction – presented by Treasurer Michelle Feltz.

B. Strategic Planning Introduction – presented by Treasurer Michelle Feltz.

11. CONSENT AGENDA

A. OSTC/MTO Minutes – Wednesday November 16th, 2022.

B. Township of Pelee Disbursements – November 4th to 22nd, 2022, in the amount of \$324,572.47.

C. Township of Warwick – CN Railway Contribution Requirements under the Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario.

D. Essex Region Conservation Authority – Bill 23, the More Homes Built Faster Act.

Resolution 2022 – 176

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Sherri Smith Ouellette

That Consent Agenda items 11. A. to 11. C. BE ADOPTED.

CARRIED

Resolution 2022 – 177

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Sherri Smith Ouellette

That Council hereby supports the Essex Region Conservation Authority concerns regarding Bill 23, the More Homes Built Faster Act.

AND FURTHER that a copy of this resolution be circulated to:

The Honourable Doug Ford, Premier of Ontario

The Honourable Steve Clark, Minister of Municipal Affairs and Housing

The Honourable Graydon Smith, Minister of Natural Resources and Forestry

The Honourable David Piccini, Minister of Environment, Conservation and Parks

ERCA Board of Directors

Tim Byrne, CAO/Secretary-Treasurer, ERCA

Mayors, Municipal Councillors and CAOs, Windsor/Essex/Pelee Region

The Honourable Andrew Dowie, MPP (Windsor-Tecumseh)

The Honourable Anthony Leardi, MPP (Essex)

The Honourable Lisa Gretzky, MPP (Windsor-West)

The Honourable Trevor Jones, MPP (Chatham-Kent-Leamington)

The Honourable Irek Kusmierczyk, MP (Windsor-Tecumseh)

The Honourable Chris Lewis, MP (Essex)

The Honourable Brian Masse, MP (Windsor-West)

The Honourable David Epp, MP (Chatham-Kent-Leamington)

CARRIED

12. REPORTS

A. Eric Chamberlain, Drainage Superintendent:

i) Report No. 2022 – 68 EC: Hamel Drain Extension – Tender Award.

Drainage Superintendent Eric Chamberlain introduced the report and recommendation.

Resolution 2022 – 178

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Stephanie Briggs-Crawford

1. **That Report No. 2022 – 68 EC: Hamel Drain Extension – Tender Award BE RECEIVED;**
2. **The Big Marsh Drain No. 4 and Patsy Carter Outlet Drain Maintenance project BE AWARDED to Goodreau Excavating Ltd. in the amount of \$44,975.40 plus applicable taxes; and**
3. **The Mayor and Clerk BE AUTHORIZED to execute an agreement with Goodreau Excavating Limited for completion of the Big Marsh Drain No. 4 and Patsy Carter Outlet Drain Maintenance project.**

CARRIED

B. Michelle Feltz, Treasurer:

- i) **Report No. 2022 – 69 MF: Financial Summary and Budget to Actual at October 31, 2022.**

Treasurer Michelle Feltz introduced the report and recommendation.

Resolution 2022 – 179

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Sherri Smith Ouellette

1. **That Report No. 2022 – 69 MF: Financial Summary and Budget to Actual at October 31, 2022, BE RECEIVED.**

CARRIED

C. Kristine Horst, Interim Clerk:

- i) **Report No. 2022 – 70 KH: 2023 Annual Schedule of Regular Meetings**

Interim Clerk Kristine Horst introduced the report and recommendation.

Resolution 2022 – 180

Moved By: Councillor Sherri Smith Ouellette

Seconded By: Councillor Dave DeLellis

1. **That Report No. 2022 – 180 KH: 2023 Annual Schedule of Regular Meetings, BE RECEIVED;**

2. **One meeting per month from January to March, 2023, be held electronically with all other meetings to be held in person at the Royal Canadian Legion, Branch 403, BE APPROVED; and**

3. **The 2023 Annual Schedule of Regular Meetings BE ADOPTED as presented.**

CARRIED

ii) **Report No. 2022 – 71 KH: By-Law Enforcement within the Township of Pelee.**

Interim Clerk Kristine Horst introduced the report and recommendation.

Resolution 2022 – 181

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Stephanie Briggs-Crawford

1. **That Report No. 2022 – 71 KH: By-Law Enforcement within the Township of Pelee, BE RECEIVED; and**
2. **That Administration BE APPROVED to pursue neighbouring municipalities for potential joint service opportunities relating to By-Law Enforcement.**

CARRIED

iii) **Report No. 2022 – 72 KH: 2022-2026 Committee of Adjustment.**

Interim Clerk Kristine Horst introduced the report and recommendation.

Resolution 2022 – 182

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Stephanie Briggs-Crawford

1. **That Report No. 2022 – 72 KH: 2022-2026 Committee of Adjustment, BE RECEIVED; and**
2. **That Administration BE APPROVED to advertise for members in the Grapevine, on Township of Pelee social media pages, and on the municipal website.**

CARRIED

iv) **Report No. 2022 – 73 KH: Township of Pelee Emergency Response Plan.**

Interim Clerk Kristine Horst introduced the report and recommendation.

Resolution 2022 – 183

Moved By: Councillor Sherri Smith Ouellette

Seconded By: Councillor Dave DeLellis

1. **That Report No. 2022 – 73 KH: Township of Pelee Emergency Response Plan, BE RECEIVED; and**
2. **That the Community Emergency Management Coordinator BE APPROVED to finalize the Emergency Response Plan with assistance from the Emergency Management Program Committee, to be adopted by By-Law at the December 12th Regular Meeting of Council.**

CARRIED

13. CORRESPONDENCE (ACTION REQUIRED)

- A. Essex Region Conservation Authority –** Appointments to the Essex Region Conservation Authority Board of Directors.

Resolution 2022 – 184

Moved By: Councillor Dave DeLellis

Seconded By: Councillor Sherri Smith Ouellette

That Deputy Mayor Dayne Malloch BE APPOINTED to the Essex Region Conservation Authority Board of Directors as the Township of Pelee Council representative.

CARRIED

- B. Cherie Dillen –** Pheasant Hunt Letter

Council has directed Administration to reach out to Ms. Dillen to confirm Council has received her communication and inform her the Township will be reviewing its practices as they apply to the Pheasant Hunt prior to the 2023 fall hunts.

14. NOTICES OF MOTION

Resolution 2022 – 185

Moved By: Deputy Mayor Dayne Malloch

Seconded By: Councillor Sherri Smith Ouellette

That Council support the attendance of the Mayor and Interim Clerk at the 2023 Rural Ontario Municipal Association (ROMA) Conference held Sunday January 22nd to Tuesday January 24th, 2023.

AND FURTHER that Council approve the following delegation submissions with provincial ministers during the 2023 ROMA Conference:

- 1. Ministry of Transportation, endorsement of a head tax placed on non-frequent sailors in order to generate revenue for future on island transportation projects associated with non resident road use.**
- 2. Ontario Ministry of Agriculture, Food and Rural Affairs, highlight the Pelee ag story and why capacity on the ferry is important to the sector**
- 3. Ministry of Municipal Affairs and Housing, funding ask for a comprehensive plan to improve West Shore Rd as a main egress and access to an international port of entry.**

CARRIED

15. RECOGNITIONS AND ANNOUNCEMENTS

There were no recognitions or announcements at this time.

16. BY-LAWS

A. By-Law 2022 – 51

Resolution 2022 – 186

Moved By: Councillor Sherri Smith Ouellette

Seconded By: Councillor Dave DeLellis

Being a By-Law to authorize the Mayor and Clerk, or delegate, to enter into a Contribution Agreement with Innovation, Science and Economic Development Canada's Universal Broadband Fund.

CARRIED

B. By-Law 2022 – 52

Resolution 2022 – 187

Moved By: Councillor Sherri Smith Ouellette

Seconded By: Councillor Stephanie Briggs-Crawford

Being a By-Law to confirm the proceedings of Council.

CARRIED

17. ADJOURNMENT

Regular Meeting of Council adjourned at 9:04 p.m.



**Catherine Miller,
Mayor**



**Kristine Horst,
Interim Clerk**