



## REGULAR MEETING OF COUNCIL

### MINUTES

**TUESDAY, June 13, 2023  
5:00PM**

**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 Sherri Smith Ouellette  
Councillor Stephanie Briggs-Crawford – ABSENT  
Councillor Dave DeLellis

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

Others Present: Drainage Superintendent Eric Chamberlain  
Consultant Barry Field, Zone Five Consulting  
Members of the Public

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#### **1. CALL TO ORDER**

Mayor Cathy Miller called the Regular Meeting of Council to order at 5:01 p.m. with all members present, except Councillor Stephanie Briggs-Crawford.

#### **2. AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

#### **3. DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of interest.

#### **4. CLOSED SESSION**

##### **Resolution 2023 – 121**

**Moved By:** Councillor Dave DeLellis

**Seconded By:** Deputy Mayor Dayne Malloch

that the Council of the Township of Pelee, pursuant to Section 239(2) of the *Municipal Act, 2001*, at 5:01 p.m. enter into Closed Session to address the following items:

**A. Broadband Fibre Project**

*i. 239 (2) (h) Information supplied in confidence by another level of government.*

*ii. 239 (2) (i) Information supplied in confidence by a third party.*

**B. Employee Matter**

*239 (2) (b) Personal matters about an identifiable individual.*

**CARRIED**

**A. Broadband Fibre Project**

*i) 239 (2) (h) Information supplied in confidence by another level of government.*

*ii) 239 (2) (i) Information supplied in confidence by a third party.*

Consultant Barry Field of Zone Five Consulting was present electronically to provide Council with an update on the broadband fibre project.

Barry Field exited the meeting at 5:35pm.

**B. Employee Matter**

*i) 239 (2) (b) Personal matters about an identifiable individual.*

**Resolution 2023 – 122**

**Moved By:** Councillor Dave DeLellis

**Seconded By:** Councillor Sherri Smith Ouellette

**That the Council of the Township of Pelee rise from closed at 5:49pm and reconvene in open session at 6:00 p.m. following a 10-minute recess.**

**CARRIED**

Recess commenced at 5:50 pm and the open session was called back to order by Mayor Miller at 6:00 pm.

**5. CONFIRMATION OF PREVIOUS MINUTES**

**A. Regular Meeting of Council, May 23, 2023.**

**Resolution 2023 – 123**

**Moved By:** Councillor Dave DeLellis

**Seconded By:** Councillor Sherri Smith Ouellette

**That the May 23 Regular Meeting of Council Minutes BE ADOPTED.**

**CARRIED**

**6. CONSENT AGENDA**

- A. MTO/OSTC Minutes** – Wednesday May 31, 2023.
- B. Township of Pelee Disbursements** – May 19<sup>th</sup> to June 7<sup>th</sup>, 2023, in the amount of \$251,932.02.
- C. City of Pickering** – Supporting the City of Stratford’s resolution regarding Use of Long-Term Care Funding to Support Community Care Services.
- D. Town of Cobourg** – Supporting the Town of Plympton-Wyoming’s resolution regarding support for the Council of the Region of Waterloo relating to Removing Addresses on Municipal Election Forms.
- E. Town of Cobourg** – Supporting the Town of Lincoln’s resolution regarding the Municipal Heritage Register.
- F. Town of Cobourg** – Supporting the City of Cambridge’s resolution regarding Highway Traffic Act Amendments.
- G. Municipality of South Huron** – Proposed Provincial Planning Statement, 2023.
- H. Northumberland County** – Supporting the Municipality of Trent Lakes and Township of Lake Bays’ resolution regarding Municipal Oath of Office.
- I. Port Colborne** – Supporting the City of Cambridge’s resolution regarding Highway Traffic Act Amendments.
- J. Municipality of Wawa** – Elections Privacy of Candidates.
- K. City of Quinte West** – Renovictions Support Request.

Councillor Sherri Smith Ouellette requested staff follow up with MTO and OSTC regarding the usage of the new passenger walkway/stairs at the Leamington and Pelee terminals.

**Resolution 2023 –124**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Dave DeLellis

**That Consent Agenda items 6. A. to 6. K. BE ADOPTED.**

**CARRIED**

**7. REPORTS**

- A. Drainage Superintendent Eric Chamberlain**
  - i. Report No. 2023 – 36 EC: Big Marsh Drain No 1 – Bank Repair Program – Update.

Drainage Superintendent Eric Chamberlain introduced the report and recommendation to Council.

**Resolution 2023 –125**

**Moved By:** Councillor Sherri Smith Ouellette

**Seconded By:** Deputy Mayor Dayne Malloch

**That Report No. 2023 – 36 EC: Big Marsh Drain No 1 – Bank Repair Program – Update, BE RECEIVED as information.**

**CARRIED**

- ii. Report No. 2023 – 37 EC: Hamel Drain– Tender Award.

Drainage Superintendent Eric Chamberlain introduced the report and recommendation to Council.

**Resolution 2023 –126**

**Moved By:** Councillor Sherri Smith Ouellette

**Seconded By:** Deputy Mayor Dayne Malloch

**That report no. 2023 – 37 EC: Hamel Drain – Tender Award BE RECEIVED.**

**AND FURTHER that the Hamel Drain project BE AWARDED to Total Source Contracting in the amount of \$95,190 plus applicable taxes; and**

**The Mayor and Clerk BE AUTHORIZED to execute an agreement with Total Source Contracting for completion of the Hamel Drain project.**

**CARRIED**

**B. Treasurer Michelle Feltz**

- i. Report No. 2023 – 38 MF: Financial Update at May 31, 2023

Treasurer Michelle Feltz introduced the report and recommendation to Council.

**Resolution 2023 –127**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Sherri Smith Ouellette

**That Report No. 2023 – 38 MF: Financial Update at May 31, 2023, BE RECIEVED as information.**

**CARRIED**

**8. NOTICES OF MOTION**

Mayor Cathy Miller vacated her seat as chair, Deputy Mayor Dayne Malloch presided over the meeting for item 8. A.

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

That Council has a duty to protect staff, Committee Members and Council from harassment not only internally but from members of the public. A policy that defines harassment, provides guidance to staff, committee and Council members when it occurs and reprisal for vexatious and frivolous complaints and confrontations from the public is required in order to formally address harassment in the workplace from all sources.

Therefore, the Township shall create a policy to address harassment from the public.

**Resolution 2023 – 128**

**Moved By:** Mayor Cathy Miller

**Seconded By:** Councillor Sherri Smith Ouellette

**WHEREAS, Council has a duty to protect staff, Committee Members and Council from harassment not only internally but from members of the public. A policy that defines harassment, provides guidance to staff, committee and Council members when it occurs and reprisal for vexatious and frivolous complaints and confrontations from the public is required in order to formally address harassment in the workplace from all sources.**

**THEREFORE BE IT RESOLVED that the Council of the Township of Pelee hereby direct Administration to create a policy to address harassment from the public.**

**CARRIED**

Deputy Mayor Dayne Malloch vacated his seat as chair, Mayor Cathy Miller returned to her seat as chair following item 8. A.

**9. RECOGNITIONS AND ANNOUNCEMENTS**

- A. Mayor Cathy Miller recognized staff for assisting in the organization of the Seniors Open House, and local businesses and municipal partners for their donations and contributions to the successful event.

**10. BY-LAWS**

- A. **By-Law 2023 – 40;** Being a By-Law to confirm the proceedings of Council.

**Resolution 2023 – 129**

**Moved By:** Councillor Sherri Smith Ouellette

**Seconded By:** Councillor Dave DeLellis

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

**CARRIED**

**11. ADJOURNMENT**

Regular Meeting of Council adjourned at 6:15 p.m.

Original Signed By:

**Catherine Miller,  
Mayor**

Original Signed By:

**Kristine Horst,  
Township Administrator/Clerk**