

**REGULAR MEETING OF COUNCIL**

**MINUTES**

**Tuesday October 8, 2024, 6:00 pm**

**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

Staff Present: Community Services Manager Danielle Truax  
Drainage Superintendent Eric Chamberlain  
By-law Enforcement Officer Bill Tetler

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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 – September 24, 2024**

**Resolution 2024 – 169**

**Moved By:** Councillor Dave DeLellis

**Seconded By:** Councillor Michelle Taylor

**That Council confirm the Regular Meeting of Council minutes from  
September 24, 2024.**

**CARRIED**

## 5. Consent Agenda

- A. **Disbursements** – September 18 to October 2, 2024
- B. **MTO / OSTC Meeting Minutes** – September 18<sup>th</sup>, 2024

### **Resolution 2024 – 170**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Councillor Dave DeLellis

**That Council receive Consent Agenda items A. Disbursements, and B. MTO / OSTC Meeting Minutes.**

**CARRIED**

## 6. Reports

### **A. Contract Drainage Superintendent Eric Chamberlain**

- i. Report No. 2024 – 59 EC: Frank Wiper and Crawford Drain Maintenance Request

The Contract Drainage Superintendent introduced the report.

Councillor DeLellis asked questions for clarification.

### **Resolution 2024 – 171**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Michelle Taylor

**That Council receive the report from the Drainage Superintendent dated September 20, 2024 regarding the Frank Wiper and Crawford Drain Maintenance Request.**

**AND FURTHER that a New Watershed Investigation be commissioned through an appointment of an engineer to review the following municipal drains:**

- a. **West Branch of Curry Marsh Drain**
- b. **Crawford Drain**
- c. **Frank Wiper Drain.**

**AND FINALLY that the firm of R. Dobbin Engineering be appointed to complete the watershed investigation and to prepare a preliminary report under Section 10 of the Drainage Act to provide options to Council and landowners to Repair and Improve the drainage systems.**

**AND circulate this report to the Drainage Committee as information.**

**CARRIED**

**B. Community Services Manager Danielle Truax**

- i. Report No. 2024 – 60 DT: 2024 Official Plan 5 Year Review Launch and Work Plan

The Community Services Manager introduced the report.

Deputy Mayor Malloch asked questions for clarification.

**Resolution 2024 – 172**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Dave DeLellis

**That Council receive the report from the Community Services Manager dated September 17, 2024 regarding the 2024 Official Plan Review Launch and Work Plan.**

**AND FURTHER that Council direct staff to initiate Phase 1 of the 2024 Official Plan Review as detailed in the report dated September 17, 2024.**

**CARRIED**

- ii. Report No. 2024 – 61 DT: Building Permits Report – 3<sup>rd</sup> Quarter July to September 2024

The Community Services Manager introduced the report.

**Resolution 2024 – 173**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Stephanie Briggs-Crawford

**That Council receive the report from the Community Services Manager dated October 2, 2024 regarding Building Permits issued for the 3rd Quarter of 2024, as information.**

**CARRIED**

**C. Treasurer Michelle Feltz**

- i. Report No. 2024 – 62 MF: Financial Summary, Revenue Comparisons, and Budget to Actual at August 31, 2024

The Treasurer introduced the report.

**Resolution 2024 – 174**

**Moved By:** Councillor Michelle Taylor

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

**That Council receive the report from the Treasurer dated October 2, 2024, regarding the Financial Summary, Revenue Comparisons, and Budget to Actual report at August 31, 2024, as information.**

**CARRIED**

## 7. Correspondence

- A. Essex Region Conservation – Re: Essex Region Source Protection Committee – Municipal Representation**

**Resolution 2024 – 175**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Michelle Taylor

**That Council endorse the following individuals' appointment to the Essex Region Source Protection Committee:**

- **Kirk Walstedt, Union Water Supply System**
- **Jason Barlow, Municipality of Lakeshore**
- **Antonietta Giofu, Town of Amherstburg**

**CARRIED**

- B. Caldwell First Nation – Announcement of New Caldwell First Nation Leadership**
- C. Township of Larder Lake – Financial Assistance request to Province to assist municipalities in completing the ARO**

Mayor Miller vacated her seat as Chair. Deputy Mayor Malloch presided over the meeting.

Mayor Miller made a motion to support the resolution received from the Township of Larder Lake. The following motion was passed.

**Resolution 2024 – 176**

**Moved By:** Mayor Cathy Miller

**Seconded By:** Councillor Michelle Taylor

**That Council support the resolution from the Township of Larder Lake, calling upon the province of Ontario to provide financial assistance to municipalities to complete the ARO.**

**AND FURTHER that a copy of this resolution be forwarded to the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Association of Municipal Clerks and Treasurers of Ontario (AMCTO), the Federation of Ontario Municipalities (FONOM), and all municipalities within the province of Ontario.**

**CARRIED**

Mayor Miller returned to her seat as Chair following the passing of the motion.

## 8. Notices of Motion

There were no notices of motion.

## 9. Recognitions and Announcements

- A. Mayor Miller announced the Pelee Island Volunteer Fire Department's Open House scheduled for Wednesday October 9<sup>th</sup> at 6pm.
- B. Mayor Miller wished staff and Council a Happy Thanksgiving.

## 10. By-Laws

- A. **By-law 2024 – 46**; Being a By-law to confirm the proceedings of the October 8<sup>th</sup> Meeting of Council.

### **Resolution 2024 – 177**

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

**Seconded By:** Councillor Dave DeLellis

**That Council adopt By-law 2024 – 46; Being a By-law to confirm the proceedings of the October 8th Meeting of Council.**

**CARRIED**

Mayor Miller stated that following a brief recess at 6:22 p.m. Council would move into a closed session to address item 11. A. Report No. 2024 – 63 KH: OPP Detachment Proposal, closed to the public under Section 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board.

Mayor Miller called the meeting back to order at 6:25 p.m.

## 11. Closed Session

### **Resolution 2024 – 178**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Michelle Taylor

**That Council enter into closed session to discuss the following item under Section 239 (2) (c) of the *Municipal Act, 2001*, a proposed or pending acquisition or disposition of land by the municipality or local board: A. Report No. 2024 – 63 KH: OPP Detachment Proposal.**

**CARRIED**

Council rose from closed session at 6:37 p.m.

## 12. Adjournment

Mayor Miller adjourned the meeting at 6:37 p.m.

Original Signed By:

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**MAYOR,  
Catherine Miller**

Original Signed By:

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**TOWNSHIP ADMINISTRATOR & CLERK,  
Kristine Horst**