



**REGULAR MEETING OF COUNCIL**

**MINUTES**

**Tuesday, April 22, 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**

A. Additional item added to the closed session (item 12.) under section 239 (2) (b) personal matters.

**3. Disclosure of Pecuniary Interest**

There were no disclosures of Pecuniary Interest.

**4. Confirmation of Previous Minutes**

A. **Regular Meeting of Council Minutes – March 25, 2025**

**Resolution 2025 – 64**

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

**Seconded By:** Councillor Michelle Taylor

**That Council confirm the minutes from March 25, 2025, Regular Meeting of Council.**

**CARRIED**

**5. Delegations**

There were no delegations.

## 6. Consent Agenda

- A. Disbursements – March 18<sup>th</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

### Resolution 2025 – 65

**Moved By:** Councillor Michelle Taylor

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

**That the Council of the Township of Pelee hereby receive Consent Agenda items A. to D.**

**CARRIED**

## 7. Reports

### A. Treasurer Michelle Feltz

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

The Treasurer presented the report and recommendation to Council.

### Resolution 2025 – 66

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Michelle Taylor

**That the Council of the Township of Pelee hereby receive the report from the Treasurer regarding Surplus Equipment and Council deem the equipment in the report as surplus and that it be sold through an online auction platform.**

**CARRIED**

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

Treasurer presented the report and recommendation to Council.

### Resolution 2025 – 67

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

**Seconded By:** Councillor Dave DeLellis

**That the Council of the Township of Pelee hereby receive the report from the Treasurer regarding the Financial Summary and Budget to Actuals at March 31, 2025, as information.**

**CARRIED**

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

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

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

There were several questions from Council for clarification of the agreement, including Councillor Taylor who asked if Leamington would be sending the same Officer to Pelee for every visit.

The Township Administrator & Clerk stated she believed this would be the case, but would follow up with Leamington to confirm.

**Resolution 2025 - 68**

**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 Township Administrator & Clerk regarding By-law Enforcement Shared Services Agreement.**

**CARRIED**

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

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

Councillor DeLellis asked if there would be any additional fees beyond what is provided in the 2025 Budget Estimates.

The Township Administrator & Clerk stated the budget estimates include all Board expenses, except any potential Board Member remuneration costs which cannot be determined at this time.

Mayor Miller vacated her seat as Chair to bring forward motions regarding this report and recommendations.

Deputy Mayor Malloch presided as Chair.

Mayor Miller moved to amend the motion as follows:

1. Council defer the approval of the Essex County OPP Detachment Board – South’s proposed 2025 budget, as attached to the report, until such time as the Township of Pelee receives correspondence on a decision from the Ministry of the Solicitor General, regarding covering the cost of Pelee’s share of the Board’s expenses;

2. No remuneration be paid to the Council Representative appointed to the Essex County OPP Detachment Board – South by the Township of Pelee;
3. 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;
4. 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; and
5. 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.

The following motion was passed:

**Resolution 2025 – 69**

**Moved By:** Mayor Cathy Miller

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

**Be it resolved that the Council of the Township of Pelee hereby receive the report from the Township Administration & Clerk regarding the Essex County OPP Detachment Board – South and further that:**

- 1. Council defer the approval of the Essex County OPP Detachment Board – South’s proposed 2025 budget, as attached to the report, until such time as the Township of Pelee receives correspondence on a decision from the Ministry of the Solicitor General, regarding covering the cost of Pelee’s share of the Board’s expenses;**
- 2. No remuneration be paid to the Council Representative appointed to the Essex County OPP Detachment Board – South by the Township of Pelee;**
- 3. 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;**
- 4. 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; and**

**5. 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.**

**CARRIED**

In addition to the above, Mayor Miller made the following motion:

**Resolution 2025 – 70**

**Moved By:** Mayor Cathy Miller

**Seconded By:** Councillor Michelle Taylor

**That the Council of the Township of Pelee hereby direct Administration to reach out to the Ministry of the Solicitor General to formally request that the Township of Pelee’s share of the Essex County OPP Detachment Board – South’s expenses be covered.**

**CARRIED**

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

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

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

**Resolution 2025 – 71**

**Moved By:** Councillor Michelle Taylor

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

**That the Council of the Township of Pelee hereby receive the report from the Township Administrator & Clerk regarding the Pelee Island Trail Expansion, Great Lakes Waterfront Trail Updates & Trans Canada Trail Application.**

**And further that Council support the application for inclusion in the Trans Canada Trail.**

**CARRIED**

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

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

Councillor DeLellis noted that he did not second the Council motion from August 27, 2024 (Resolution 2024 – 140) directing Administration to develop both a hunter and property owner survey.

**Resolution 2025 – 72**

**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 Township Administrator & Clerk regarding the 2024 Pelee Island Pheasant Hunt Survey Results, as information.**

**And further that three main Pelee Island Pheasant Hunt licences be granted by Council annually to the Information Sessions to continue to encourage hunter attendance.**

**CARRIED**

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

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

Members of Council expressed their concern for the continuation of the Discharge of Firearms By-law. Councillor DeLellis recommended additional exemptions could be included to allow for hunting and trap shooting with a special permit or licence.

Councillor Briggs-Crawford expressed concern for a hunter's lack of ability to sight in their firearms prior to opening day of the pheasant hunts due to the Discharge of Firearms By-law.

Mayor Miller stated that she is not against firearms or firearms rights, however she does not wish to see added policing costs that may be associated with increased calls during the Pheasant Hunt.

Deputy Mayor Malloch expressed concern regarding the inability for individuals to discharge firearms from Sunday to Wednesday outside of the pheasant hunts, limiting hunting opportunities.

Deputy Mayor Malloch made the following motion:

That the Discharge of Firearms By-law be repealed.

The following motion was passed:

**Resolution 2025 – 73**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Dave DeLellis

**That the Council of the Township of Pelee hereby receive the report from the Township Administration & Clerk regarding the Discharge of Firearms By-law and further that the Discharge of Firearms By-law 2018 – 36 be repealed.**

**CARRIED**

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

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

Councillor Briggs-Crawford asked where Administration was at with obtaining new drainage services.

The Township Administrator & Clerk stated that the Township had sought drainage services through several avenues, but that none had come to fruition as of yet, and that the Township would most likely be drafting a Request for Proposal in the near future.

Councillor DeLellis asked if a Drainage Superintendent is required and what projects are currently on going.

Administration stated that a Drainage Superintendent is needed to sign off on grant applications, and that current projects are noted in the 2025 budget including the Hamel Drain, McClure Bridge project, and Watershed Investigation to review the West Branch of Curry Marsh Drain, Crawford Drain and Frank Wiper Drain.

**Resolution 2025 – 74**

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

**Seconded By:** Councillor Michelle Taylor

**That the Council of the Township of Pelee hereby receive the report from the Township Administrator & Clerk regarding the Drainage Shared Services Agreement – Short Term Contract.**

**CARRIED**

Councillor DeLellis requested a recorded vote.

Member	In Favour	Opposed
Dave DeLellis		X
Dayne Malloch	X	
Cathy Miller	X	
Michelle Taylor	X	
Stephanie Briggs-Crawford	X	

**2. 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

Councillor Briggs-Crawford made a motion to support correspondence A. to C., the following motion was passed:

**Resolution 2025 – 75**

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

**Seconded By:** Councillor Michelle Taylor

**That the Council of the Township of Pelee hereby support the following received correspondence:**

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

**CARRIED**

**3. Notices of Motion**

There were no notices of motion.

**4. Recognitions and Announcements**

- A.** Mayor Miller recognized Shawn and Cassie Hamill for their retirement and time with the Pelee Island Volunteer Fire Department. Shawn with over 20 years and Cassie with 8 years.
- B.** Mayor Miller acknowledged the passing of community members Tyler Dobson and Martha Krestel.

**5. By-laws**

**A. By-law 2025 – 27**

**Resolution 2025 – 76**

**Moved By:** Deputy Mayor Dayne Malloch

**Seconded By:** Councillor Michelle Taylor

**That the Council of the Township of Pelee hereby adopt By-law 2025 – 27; Being a by-law to enter into an Agreement for By-law Enforcement Shared Services.**

**CARRIED**

**B. By-law 2025 – 28**

**Resolution 2025 – 77**

**Moved By:** Councillor Dave DeLellis

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

**That the Council of the Township of Pelee hereby adopt By-law 2025 – 28;  
Being a by-law to appoint an Interim Clerk of the Township of Pelee.**

**CARRIED**

**C. By-law 2025 – 29**

**Resolution 2025 – 78**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Deputy Mayor Dayne Malloch

**That the Council of the Township of Pelee hereby adopt By-law 2025 – 29;  
Being a by-law to enter into a Transfer Payment Agreement for a Fire  
Protection Grant.**

**CARRIED**

**D. By-law 2025 – 30**

**Resolution 2025 – 79**

**Moved By:** Councillor Michelle Taylor

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

**That the Council of the Township of Pelee hereby adopt By-law 2025 – 30;  
Being a by-law to enter into an Agreement for Drainage Superintendent  
Services.**

**CARRIED**

**E. By-law 2025 – 31**

**Resolution 2025 – 80**

**Moved By:** Councillor Michelle Taylor

**Seconded By:** Councillor Dave DeLellis

**That the Council of the Township of Pelee hereby adopt By-law 2025 – 31;  
Being a By-law to confirm the proceedings of the April 22nd Meeting of  
Council.**

**CARRIED**

Prior to entering into a closed session, Mayor Miller called for a brief recess at 6:46 p.m. and passed the following motion:

**Resolution 2025 – 81**

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

**Seconded By:** Councillor Dave DeLellis

**That Council hereby enter into closed session at 6:49 p.m. pursuant to Section 239 of the *Municipal act, 2001* to discuss the following items:**

- A. Employee Contract**
- B. Employee Leave**
- C. Correspondence from an identifiable individual**

**Closed to the public under Section 239 (2) (b) personal matters about an identifiable individual.**

**CARRIED**

## **6. Closed Session**

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

- A. Employee Matters**
- B. Correspondence from an identifiable individual**

*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 6:49 p.m. to discuss the above noted matters.

Council rose from the closed session and entered into open session at 7:47 p.m.

## **7. Adjournment**

Mayor Miller adjourned the meeting at 7:47 p.m.

Original Signed By:

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**MAYOR,  
Catherine Miller**

Original Signed By:

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**TOWNSHIP ADMINISTRATOR & CLERK,  
Kristine Horst**