

TOWNSHIP OF PELEE
Regular Meeting of Council
Monday, January 21, 2019
Royal Canadian Legion at 5:00 p.m.

1. **CALL TO ORDER & INTRODUCTION OF MATTERS TO THE AGENDA AND ADOPTION OF AGENDA, January 21, 2019.**
2. **Adoption of Minutes**
 - (a) Regular Meeting of Council held on January 7, 2019
3. **Disclosure of Pecuniary Interest**
4. **Petitions and Delegations**
 - (a) **Martin LaCroix-Request to Cut Trees**
5. **Old Business**
6. **New Business**
 - (a) **Administration-2019 Island Unplugged Music Festival Contract**
 - (b) **Treasurer-Assessment and Tax Modeling**
 - (c) **Administration-Island Highlights (2019-03SR)**
 - (d) **Thorold Wild Game-Request for Hunt Certificate**
 - (e) **Toronto Ducks Unlimited-Request for Hunt Certificate for 4**
7. **Disbursements**
 - (a) December 31, 2018
8. **Boards and Committees**
 - (a) **Administration-Police Service Act**
9. **Councillor and Miscellaneous Reports**
 - (a) **Council**
 - Deputy Mayor Dawson-Hunt Dates**
 - (b) **Administration**
 - CAO/Clerk-ROMA Delegations Update**
 - CAO/Clerk-Legal Representation**
10. **Correspondence**
 - (a) **Transport Canada-Dock Divestiture**
 - (b) **John M. Bonn-Hunts**
11. **In Camera**
 - (a) *Personal matters about an identifiable individual, including municipal or local board employees [Sec. 239(b)]*
12. **By-Laws**
 - (a) **By-Law 2019-02; Interim Tax Levy By-Law**
 - (b) **By-Law 2019-03; Current Borrowing By-Law**
 - (c) **By-Law 2019-04; Being a By-Law to Confirm Proceedings**
13. **Adjournment**

AGENDA

DATE January 21, 2019

NO. 1.

TOWNSHIP OF PELEE
Regular Meeting of Council
Monday, January 7, 2019
Royal Canadian Legion at 5:00 p.m.

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

Staff: John Maddox, CAO/Clerk
Michelle Feltz, Treasurer
Stephanie Rodgers, Admin Asst.

Delegations: None.

1.) Agenda

The agenda was presented and adopted:

Moved by: Dayne Malloch

Seconded by: Dave Dawson

Carried.

2.) Minutes

December 17, 2018

Moved by: Dayne Malloch

Seconded by: Dave Dawson

Carried.

3.) Disclosure of Pecuniary Interest

None.

4.) Petitions and Delegations

None.

5.) Old Business

None.

AGENDA

DATE January 21, 2019

NO. 2(a)

6.) New Business

(a) Treasurer-Outlined of Budget Process

The Treasurer provided an overview of the budget process and revised budget schedule.

7. Disbursements

(a) December 21, 2018

The following Resolution was passed:

Resolution 2019-01:

Moved By:

Dayne Malloch

Seconded By:

Sherri Smith

“Be it resolved that the Council of the Corporation of the Township of Pelee hereby agrees to pay disbursements, as attached and presented in the amount of \$72,960.96.”

Carried.

8. Boards and Committees

(a) Administration- Proposed Mandates, Meeting Schedule and Membership (2019-01SR)

The following Resolution was passed:

Resolution 2019-02:

Moved By:

Dave Dawson

Seconded By:

Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the Committee and Board mandates, membership numbers and meeting schedules as outlined in report 2019-01SR, and will defer decisions on the Health and Safety Committee and Police Service Board until further research can be completed. Administration is directed to post advertisements requesting membership applications as soon as possible in the Pelee Grapevine and on the municipal website.”

Carried.

9. Councillor and Miscellaneous Reports

(a) Council

Councillor Malloch-Scudder Marina Docks

Docks at Scudder Marina are sinking again, after having previously been repair and being relatively new. Would like to have the issue addressed.

January 7, 2019
Regular Council Meeting

Deputy Mayor Dawson-Meetings with MP & MPP

Would like arraignments to be made for Mayor Durocher to meet with both Dave Van Kesteren, MP and Rick Nicholls, MPP.

Councillor Smith-Town Hall Meetings

The following Resolution was passed:

Resolution 2019-03:

Moved By:

Sherri Smith

Seconded By:

Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to schedule spring and fall town hall meetings.”

Carried.

Councillor Smith-Committee Involvement

Would like marketing initiatives and hunt package passed through applicable committees, acknowledged barrier due to new term of Council. CAO/Clerk confirms validity of request moving forward, and issues related to reforming committees.

Councillor Smith-HR

Would like a flow chart of administrative roles, and weekly time management reports from managers. CAO/Clerk will provide flow chart, but given the current pressure on staff, will not burden managers at this time by requiring further reporting, but may in the future.

(b) Administration

CAO/Clerk-Airport Septic

An irrelevant pipe has been capped and will reduce cold air to prevent freezing. There may be a collapsed line that will need to be further address as resources permit. Will be address via budget to ensure that we have the means required.

CAO/Clerk -OCWA

Meeting scheduled on Wednesday morning and tomorrow with Craig Ryersee. Hope to gain better understanding of water plant, and receive guidance and direction in how to move forward with the vacant position.

CAO/Clerk -OPP

Belfor report on the mold remediation provided and administration will pursue that recommendation and advise council to potential options.

January 7, 2019
Regular Council Meeting

CAO/Clerk -HR Matters (Various Updates)

Health & Safety committee not normally a committee of council.

Met with HR specialist who cautioned against filling vacancies simply because they are vacant. Requested funds in the amount of \$2000-2500 to access an HR specialist moving forward.

Legal Council has retired and at this moment we do not have council on retainer. We have been referred to Matt Todd as future council.

Salary inequities are a stand out issue. A review of the salary structure will be conducted and report prepared for Council at a later date on findings.

Draft sample of an advertisement for the Clerk Administrator including a salary that is within the budget. The process will take 4-6 weeks, and expense for advertising could run \$3000-5000, and there may be a relocation cost depending. I would like to run the final draft by an HR specialist to make sure we do not run into issues. Can be posted before the end of this month.

CAO/Clerk -Meeting with MTO changed from January 17th to 18th, 2019

10. Correspondence

(a) Cedar Island Yacht Club - Scudder Marina Facilities

11. In Camera

(a) advice that is subject to solicitor-client privilege, including communications necessary for that purpose [239(2)(f)]

The following Resolution was passed:

Resolution 2019-04:

Moved By:

Dave Dawson

Seconded By:

Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby resolves to **move in to** a closed meeting session regarding *advice that is subject to solicitor-client privilege, including communications necessary for that purpose [239(2)(f)]* at 6:03 pm.”

Carried.

The following Resolution was passed:

Resolution 2019-05:

Moved By:

Dave Dawson

Seconded By:

Sherri Smith

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby resolves to **move out of** a closed meeting session regarding *advice that is subject to solicitor-client privilege, including communications necessary for that purpose [239(2)(f)]* at 6:29 pm.”

Carried.

12. By-Laws

(a) By-Law 2019-01; Being a By-Law to Confirm Proceedings

The following Resolution was passed:

Resolution 2019-06:

Moved By:

Dave Dawson

Seconded By:

Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2019-01; Being a By-Law to Confirm Proceedings.”

Carried.

13. Adjournment

Raymond Durocher, Mayor

John Maddox, CAO/Clerk

Jan. 8 '19

TO COUNCIL,

I AM WRITTING THIS TO
REQUEST PERMISSION OF COUNCIL
TO CUT DEAD TREES ALONG
MUNICIPAL ROADS THAT DON'T HAVE
HYDRO LINES. I WILL SIGN OFF
SO THE TOWNSHIP CAN'T BE LIABLE
IN CASE OF INJURY, THE SITE WILL
BE LEFT CLEAN. TRAFFIC WOULD
NOT BE INTERFERED WITH. I HAVE
MANY YEARS EXPERIENCE CUTTING
PROBLEM/DANGEROUS TREES

THANK YOU
Maurice La Croix

RECEIVED

JAN 08 2019

TOWNSHIP OF PEELE

AGENDA

DATE January 21, 2019

NO. 4(a)

Hilroy

AGENDA



DATE January 21, 2019.

NO. 6(a)

Arrangement with Township of Pelee August 2, 3 & 4, 2019

The following are the main features of the arrangement between the Township of Pelee ("Township") and Pelee Island Cultural Events ("Festival Organizer") for the 2019 Island Unplugged Music Festival:

1. The Festival will be organized in a manner similar to 2018 with the addition of Friday evening, Aug. 2 opening at 6pm. The festival will end Sat., Aug. 3rd at 11pm, eliminating Sunday schedule. All campsites rented for the nights of August 1, 2, 3, and 4 will be sold by the Festival Organizer.
2. Festival tickets will only be sold on-line only through festival website. The Campground will not sell festival tickets.
3. The Festival Organizer will be responsible for renting the overflow campsites ("Overflow Campsites") and will be responsible for delineating these sites. Overflow Campsites are those sites located in the field to the east of the festival entry gate and in the small group camping area by the road. The festival will retain the proceeds of microsite sales located in the field and will forward small group camping sales as in past years.
4. All campsite sales will be reported by the Festival Organizer to the Campground Manager on a weekly basis.

For each day in the period August 1–4, the Festival Organizer will pay the Township \$25 (plus HST) per campsite for 18 regular campsites, whether rented or not. The Festival Organizer will also pay the Township \$20 (plus HST) for each small group Campsite (area by road) that it rents during that period. Point of sale fees for all of the above are deducted from the payment to the Township of Pelee (the amount of this deducted fee will be provided to the Township).

The Municipality provides in kind the following sited:

- i. the 2 group camping sites
- ii. 4 regular sites
- lii. point of sale fees charged for online fee processing

5. The Festival Organizer will close the campground washrooms during the afternoon and evening hours of August 2 and 3 to minimize the load on the septic system.

6. The Festival Organizer will be given copies of the washroom keys and will be authorized to admit performers, vendors, and individuals with disabilities at its discretion during the times when the washrooms are closed to the public. Washrooms will be unlocked by the Festival Organizer each night after the audience has left the festival grounds.

7. Modern portable toilets and portable wash stations will be provided by the Festival Organizer, as in 2018. These portable facilities will be located against the side wall of the ladies' washroom. Signage will be provided by the Festival Organizer directing those in attendance to the portable toilets.

8. As in 2018, the Township will grant noise and alcohol exemptions for the campground for the dates of the festival. Festival alcohol may be consumed in the festival area only. The existing no-alcohol policy will continue to be the stated policy for the camping sites to discourage excessive alcohol consumption in the camping areas.

9. The Festival Organizer will ensure that customers of the East Park Campground Store have access to the store during store hours, even if those customers are not attending the festival. Firewood totes will be kept at the gate for purchasers who have paid for firewood in the store.

10. Open communication between all members of the Festival Organizer's committee and the employees of the Township will be encouraged.

Report to Council

Report No: 2019-03 SR
Date: January 21, 2019
Submitted By: Stephanie Rodgers
Subject: Brochure
Attachments: None
Purpose (Information/Action): Information and Action

Purpose:

To provide information and request a decision related to "Island Highlight" features in 2019 Brochure.

Background:

The "Island Highlight" section of the annual brochure features 6 island tourist attractions. This feature is provided free of charge and has historically been an administrative choice.

Discussion:

2018 Features:

- Nature Preserves
- Waterfront Trail
- Unplugged
- Alvars
- Marina & Campground
- Pelee Island II

Historical Features:

- Heritage Centre
- Stone & Sky Music & Art Series

Potential Features (Not exhaustive):

- Monarch Migration
- Hunting & Fishing
- Mission Hall
- Winery
- Art Works
- PIBO

AGENDA

DATE January 21, 2019

NO. 6(c)

Recommendations:

- Continue to include Scudder Marina and East Park Campground as they are municipal enterprises, the success of which benefits all rate payer
- Continue to feature the Pelee Islander II for the 2019 season only
- Defer decision regarding remaining 4 features to the Tourism/Hunting & Fishing/Economic Development Committee



Thorold Wild Game Dinner

243 Sullivan Avenue | Thorold | Ontario | L2V 5G2
905-227-4275
jcarella@copeco.ca



Fax

To: Pelee Township Councillor From: Joe CARELLA
 Fax: 519-724-2470 Pages: 2 + Cover
 Phone: 519-724-2931 Date: JAN 03/2019
 Re: WILD GAME DINNER 2019 CC: JOHN MADDUX

Urgent For Review Please Comment Please Reply Please Reply

• Comments:

THIS IS OUR 19TH YEAR FOR THIS DINNER
 PAGE # 1 INDICATES WHAT YOU HAVE
 DONATED IN THE PAST
 PAGE # 2 OUR OFFICIAL REQUEST LETTER
 AGENDA

Joe Carella R.
 Thorold Wild Game Dinner Chair

DATE January 21, 2019

NO. 6(d)





Thorold Wild Game Dinner

243 Sullivan Avenue | Thorold | Ontario | L2Y 5G2
905-227-4275
jcarella@coyoco.ca



JAN 03/2019

PAGE ①

IN THE PAST TOWNSHIP OF PELEE
HAS DONATED

- ② TWO MAN HUNT FOR 1ST HUNT
 - ③ TWO MAN HUNT FOR 2ND HUNT
- ANY HUNT WOULD BE APPRECIATED
AND AUCTIONED FOR & AT OUR 2019 DINNER
THIS IS OUR 19TH YEAR FOR
THIS BENEFIT DINNER

ALSO ENCLOSED OUR 2019
REQUEST LETTER

Yours Truly
Joe Carella

Joe Carella P.
Thorold Wild Game Dinner Chair





Thorold Wild Game Dinner

243 Sullivan Ave, Thorold ON L2V 5G2

help
CO



PAGE
#2

January 2019

Dear Friend of Community Care,

Within St. Catharines and Thorold, Community Care is very fortunate to have many partnerships including 3rd parties who are willing to do the work necessary to provide the funding and items essential to help those in need.

This year Community Care, St. Catharines & Thorold is most grateful to be chosen as the recipient of the 19th Annual Thorold Wild Game Dinner to be held Saturday, April 6th, 2018, along with conservation charities.

This traditionally sold out event will once again be held at Club Capri in Thorold, attracting a large cross section of the Region. Many of the patrons continue to choose to be staunch supporters due to the uniqueness of the dinner combined with the charitable aspect.

The Thorold Wild Game Committee is requesting your support in helping make the 19th Annual Thorold Wild Game Dinner the most successful to date through financial, raffle prizes or auction item donations. Your generosity will assist the approximately 1,850 households who will visit Community Care each month seeking food and shelter security where almost 40% of the recipients are children. Community Care serves Thorold and St. Catharines with several of our 21 programs reaching throughout the Niagara Region.

If you are able to assist with this fundraiser in any capacity, both the Thorold Wild Game Dinner Committee and Community Care will be most appreciative.

Please direct your Thorold Wild Game Dinner questions to Mr. Joe Carella at 905.227.4275 or jcarella@cogeco.ca

For more information or questions in regards to Community Care, please contact Chrissy Sadowski at 905.685.1349 ext 245 or chrissy@communitycarestca.ca

...because our
**community
care**s...people like you are making a difference to those in need.

A very sincere **THANK YOU!**

Joe Carella JPC
Thorold Wild Game Dinner Chair

Betty-Lou Souter
Community Care CEO

Admin Pelee

From: [REDACTED]
Sent: Thursday, January 10, 2019 4:04 PM
To: Admin Pelee
Subject: FW: Pelee Pheasant Hunt Feedback
Attachments: DU Toronto 2018 Program.pdf

Hi – As promised please find the email I sent below. Attached is the program from last year. Please let me know if you think this is something that would be of interest to you.

Mike

From: Mike Brouwer (Avison Young)
Sent: January-10-19 12:50 PM
To: 'Pelee hunts' <peleehunts@pelee.ca>
Cc: Michelle Feltz <Michelle.feltz@pelee.ca>; Darlene Wiper <oleschool316@aol.com>; Dayne Malloch <dcmalloch@hotmail.com>; Dave DeLellis <dave@delsol.ca>; Aurella Moritz <aurellamoritz@gmail.com>; Rick Masse <p-fab@rogers.com>; Ray Durocher <islandmemoriesbnb@live.ca>; Sherri Smith <ynlvrs@yahoo.com>
Subject: RE: Pelee Pheasant Hunt Feedback

Hi – This past year was the 2nd time I come out. We all had a great time!

I was hoping I might be able to speak with someone about the possibility of a hunt donation. I am a volunteer and co-chair for the Toronto Ducks Unlimited Conservation Dinner. Each year we have around 400 people attend our event who are avid hunters and conservationists. Our attendee list all have deep pockets and this could be a great opportunity to get some exposure to a crowd that enjoys hunting and have money to spend. We run a silent auction and live auction every year with items ranging from \$10,000 red stag hunts to Yukon fishing trips, hockey tickets, bbq's, guns, camo, men's and women's suits to name a few. I think that a 4 person hunt could be a great item that would get a lot of attention. I can say from personal experience that I had never heard of this hunt until 2 years ago when someone's dad told me about it. I now plan on attending every year. It's a bit last minute but our dinner is being held on January 31, 2019 at the Ritz Carlton.

I am available on my cell if someone has a few minutes to give me a call. – [REDACTED]

I have also attached the 2018 program to this email which outlines last year's auction items.

Mike

Mike Brouwer
Vice President
Corporate Real Estate Advisory Services

AGENDA

DATE January 21, 2019

NO. 6(e)

Report Date
1/18/2019 9:48 AM

Township of Pelee
List of Accounts for Approval
As of 12/31/2018
Batch: 2018-00109 to 2018-00111

Page 1

| Payment # | Date | Vendor Name | Reference | Payment Amount |
|--|------------|--------------------------------|-----------|----------------|
| Bank Code: General - General Bank Account | | | | |
| Computer Cheques: | | | | |
| 3544 | 12/31/2018 | Becky Strowbridge | | 113.00 |
| 3545 | 12/31/2018 | Bell Canada Public Access | | 56.50 |
| 3546 | 12/31/2018 | Bell Mobility | | 128.44 |
| 3547 | 12/31/2018 | Caduceon Enterprises Inc., | | 82.22 |
| 3548 | 12/31/2018 | Comber Plumbing Heating Inc. | | 28,340.40 |
| 3549 | 12/31/2018 | JBJ Trucking | | 22.60 |
| 3550 | 12/31/2018 | Maddox, John | | 290.80 |
| 3551 | 12/31/2018 | Pelee Island Co-Op | | 4,552.46 |
| 3552 | 12/31/2018 | Reliance Home Comfort | | 109.00 |
| 3553 | 12/31/2018 | Robillard's Welding | | 476.71 |
| 3554 | 12/31/2018 | Southwestern Sales Corporation | | 2,280.24 |
| 3555 | 12/31/2018 | Stephanie Rodgers | | 32.77 |
| 3556 | 12/31/2018 | Windsor Disposal Services Ltd. | | 629.53 |
| 3557 | 12/31/2018 | Xerox Canada Ltd. | | 84.59 |
| 3558 | 12/31/2018 | Zelinka Priamo Ltd. | | 197.75 |
| 3559 | 12/31/2018 | Bell Canada, | | 16.79 |
| 3560 | 12/31/2018 | Bell Mobility | | 327.78 |
| 3561 | 12/31/2018 | Golder Associates | | 3,876.60 |
| 3562 | 12/31/2018 | Hach Sales & Services | | 8,073.40 |
| 3563 | 12/31/2018 | Harrow HHBC | | 738.24 |
| 3564 | 12/31/2018 | Voided by the print process | | 0.00 |
| 3565 | 12/31/2018 | Hydro One Networks Inc. | | 6,168.67 |
| 3566 | 12/31/2018 | Ministry of Finance | | 1,021.62 |
| 3567 | 12/31/2018 | Ontario Good Roads Association | | 622.99 |
| 3568 | 12/31/2018 | Owen Sound Transportation | | 240.99 |
| 3569 | 12/31/2018 | Pitney Works | | 796.87 |
| 3570 | 12/31/2018 | Receiver General | | 19,304.43 |
| 3571 | 12/31/2018 | Rood Engineering Inc. | | 4,865.78 |
| 3572 | 12/31/2018 | Southpoint Industrial Supply | | 729.55 |
| 3573 | 12/31/2018 | Terry Hamill | | 149.48 |
| 3574 | 12/31/2018 | Thomson Reuters Canada | | 159.50 |
| 3575 | 12/31/2018 | Tourism Windsor Essex Pelee Is | | 7,000.00 |
| 3576 | 12/31/2018 | Town of Amherstburg | | 9,256.79 |
| 3577 | 12/31/2018 | Vollans, E. R. | | 543.86 |
| 3578 | 12/31/2018 | Windsor Disposal Services Ltd. | | 17,761.05 |
| 3579 | 12/31/2018 | Workplace Safety & | | 250.96 |

Total for General: 119,302.36

AGENDA

DATE January 21, 2019

NC. 7(a)

Report Date
1/18/2019 9:48 AM

Township of Pelee
List of Accounts for Approval
As of 12/31/2018
Batch: 2018-00109 to 2018-00111

| Payment # | Date | Vendor Name | Reference | Payment Amount |
|-----------|------|-------------|-----------|----------------|
|-----------|------|-------------|-----------|----------------|

Certified Correct This December 31, 2018

Mayor, Raymond Durocher

Treasurer