Minutes of a Regular Meeting of Council of the

Corporation of the Township of Pelee

held at the Royal Canadian Legion Hall

on August 10, 2015

**Present:**

Mayor: Richard Masse

 Deputy Mayor: Dave DeLellis

 Councillors: Darlene Wiper

 Dayne Malloch

 Peter Letkeman

 Staff: Wayne Miller, CAO

 Katrina DiGiovanni, Deputy Clerk

 Other: Janice Hensel, MMAH

1. **Agenda**

The agenda was presented for adoption, with the following addition:

7b.) **Heritage Weekend**-Marina Rate Reduction

*Moved by: Dave DeLellis*

*Seconded by: Darlene Wiper*

Carried.

**2.) Minutes**

a.) The minutes for the Regular Meeting of Council for July 20, 2015 were presented and adopted, with a spelling correction under 10 a.

*Moved by: Pete Letkeman*

*Seconded by: Dayne Malloch*

 Carried.

b.) The Minutes for the Closed Meeting on July 20, 2015 were presented and adopted.

*Moved by: Dayne Malloch*

*Seconded by: Darlene Wiper*

 Carried.

**3.) Disclosure of Pecuniary Interest**

Councillor Malloch declared a conflict with payment 58, being a personal cheque for the Committee of Adjustments.

**4.) Petitions and Delegations**

1. **Ministry of Municipal Affairs and Housing-Council Staff Relations presentation**

Janice Hensel, Senior Financial Advisor from the Ministry of Municipal Affairs and Housing, began her presentation on Council and Staff Relationships and gave a background on services provided to Council and municipal staff by the province and stated that the focus of the presentation would be the role of council, councillors and staff. She highlighted the role of Council as stated in the Municipal Act and stated that Council is the decision making body and staff implements the policies that are adopted. Ms. Hensel provided some further clarification on the policy making role of Council and how to monitor those policies and the need to review policies to ensure they are the most effective. Ms. Hensel then went on to outline the roles of the Head of Council as stated in the Municipal Act. Ms. Hensel continued to define the role of councillors, including the representative role, the policy making role and the stewardship role. She also highlighted the importance of recruitment and training to help plan for the future.

Ms. Hensel then commented on the role of staff, as being responsible to implement Councils decisions and establish the administrative practices and procedures to carry out Councils decisions. Ms. Hensel highlighted the importance of succession planning and the benefits of having a plan in place. She then commented on the training and course completion of the Deputy Clerk, and stated that Ms. DiGiovanni had completed the Municipal Administration Program and was now working on the Municipal Finance and Accounting Course and a Municipal Accreditation. Ms. Hensel commented that the Deputy Treasurer, Mrs. Feltz, had completed the Municipal Finance and Accounting Course, the Municipal Tax Administration Course and was now working on the Municipal Administration Program. Ms. Hensel also commented on the training and certification of the Environmental Services Manager that helps save costs from outsourcing responsibilities. Ms. Hensel highlighted that the Deputy Minister did suggest that a succession plan was necessary and an important tool.

Mayor Masse asked council if they had any questions, and further discussion continued on the roles and responsibilities of Council. Mayor Masse thanked Ms. Hensel for delivering the presentation and all the help she has provided over the last two years and stated that she has been a great resource and thanked the Minister for allowing Ms. Hensel to continue to come and assist Pelee.

**5.) Old Business**

 **None.**

**6.) New Business**

**None.**

**7.) Correspondence**

1. **Marlene Bagatto-Dog Leashing Policy/Concerns**

Mayor Masse addressed Mrs. Bagatto’s letter, and asked if Council wanted to take direction on the concern. Deputy Mayor DeLellis commented on the dog owner’s liability act.

Councillor Malloch suggested that this correspondence be read noted and filed.

1. **Heritage Weekend-Marina Rate Reduction**

Mayor Masse outlined the request from the Heritage Centre and their intention to bring the Lyman Boat Show to Scudder Marina. He stated that the Heritage Centre was looking for a $0.50 per foot reduction in slip costs for the event on Heritage Weekend.

The following resolution was passed:

Resolution 2015-96:

*Moved by: Pete Letkeman*

*Seconded by: Dayne Malloch*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby grants the Heritage Centre’s request for a $0.50 per foot rate reduction on dockage at the Marina to accommodate the Lyman Boat Show for Heritage Weekend”.

 Carried.

**8.) Disbursements**

The Mayor presented disbursements to Council.

Deputy Mayor DeLellis asked for copies of the Toromont and J&J Tire invoices, the Deputy Clerk said she would provide them for review. Deputy Mayor DeLellis also asked about the OCWA bill and an update on the progress of the water plant. Councillor Letkeman stated that the clean water tank was almost finished, the infiltration gallery was installed and that the truck filling station still needed to be completed, as well as some internal work. The Deputy Clerk stated that the payment was for the MIII Water Plant upgrades for engineering services.

The following resolution was passed:

Resolution 2015- 97:

*Moved By: Pete Letkeman*

*Seconded By: Dayne Malloch & Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby resolves to pay disbursements as presented and attached in the amount of $117,886.53”.

 Carried.

**9.) Boards and Committees**

1. **Tourism Committee Minutes, June 25, 2015**

The following resolution was passed:

Resolution 2015-98:

*Moved by: Dayne Malloch*

*Seconded by: Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the Tourism Committee Meeting Minutes from June 25, 2015”.

 Carried.

**10.) Councillor and Miscellaneous Reports**

1. **Drainage Superintendent Letter: re Wandering Pheasant**

Mayor Masse addressed the Drainage Superintendent’s response to Ms. Laranja. Deputy Mayor DeLellis asked for clarification on the drain work assessment and Mayor Masse clarified, discussion continued that the majority of the landowners affected would have to agree to have the work done and that would be assessed to those landowners. Discussion continued on the response letter and the area of concern. Deputy Mayor DeLellis also asked for the outcome of the concern stated on McCormick Road and Mayor Masse stated that this was not a municipal drain and that there may be certain remedies to help them with the issue on the road allowance.

1. **Municipal Website**

Councillor Wiper stated that she has heard compliments and good feedback about the new website.

1. **Transportation**

Deputy Mayor DeLellis asked if any information was sent to Owen Sound about old rates and schedules on their website and asked about requesting better communication on the changing of ports to avoid confusion for tourists. Councillor Malloch stated he had also heard similar complaints and concerns. Deputy Mayor DeLellis asked why the ferry was still departing from Leamington. Mayor Masse stated that this has been going on since March and that the trouble was with other agencies and obtaining permits to get the dredging done at the Kingsville dock. Mayor Masse further stated that ERCA would not issue a permit until all other agencies had signed off on the project. Deputy Mayor DeLellis stated that he wanted OSTC to take responsibility for this issue, but Mayor Masse stated that soundings were done and it was deemed to be unsafe for docking for the Jiimaan in Kingsville until the dredging was completed. Further discussion continued on the issue. Councillor Malloch stated that the OSTC website should be updated and proper signage should be placed in Kingsville to notify passengers. The CAO stated that he spoke to MTO and they extended the Jiimaan leaving from Leamington until August 17th.

Deputy Mayor DeLellis asked if a letter could be written to MTO and OSTC because they do not seem to have the best intentions in mind for the Island. Mayor Masse asked Deputy Mayor DeLellis to write a letter to MTO that would be circulated to the rest of Council before submission. Councillor Wiper declared conflict; Councillor Malloch supported writing the letter because of the lack of support for the Island and the stress that is dealt with because of the ferry for businesses and tourists. Councillor Letkeman stated that he supported writing the letter because of the feeling of discomfort that it is causing to the tourist community and he further agreed that there is communication problem. Discussion continued on the intention of the letter and the roles of MTO and OSTC.

**11.) In Camera**

None.

**12.) By-Laws**

1. **By-Law 2015-31;** being a By-Law to meet Current Expenditures

The following resolution was passed:

Resolution 2015-99:

*Moved by: Darlene Wiper*

*Seconded by: Dayne Malloch*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-31 being a By-Law to meet Current Expenditures”.

 Carried.

1. **By-Law 2015-32;** being a By-Law to appoint a Chief Building Official

The following resolution was passed:

Resolution 2015-100:

*Moved by: Dayne Malloch*

*Seconded by: Pete Letkeman*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-32 being a By-Law to appoint a Chief Building Official”.

 Carried.

1. **By-Law 2015-33;** being a by-law for Capital Expenditure Borrowing-Marina

The following resolution was passed:

Resolution 2015-101:

*Moved by: Dayne Malloch*

*Seconded by: Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-33 being a By-Law for Capital Expenditure Borrowing-Marina”.

 Carried.

1. **By-Law 2015-34;** being a by-law for an Encroachment Agreement

Councillor Malloch asked for clarification on the agreement. The CAO stated that this was a condition on a severance from 2014 to provide adequate parking.

The following resolution was passed:

Resolution 2015-102:

*Moved by: Dayne Malloch*

*Seconded by: Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-34 being a by-law for an Encroachment Agreement”.

 Carried.

**(e) By-Law 2015-35;** being a By-Law to Confirm Proceedings

The following resolution was passed:

Resolution 2015-103:

*Moved by: Dayne Malloch*

*Seconded by: Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-35 being a By-Law to Confirm Proceedings”.

 Carried.

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Rick Masse Wayne Miller

Mayor Chief Administrative Officer