Minutes of a Regular Meeting of Council of the

Corporation of the Township of Pelee

held at the Royal Canadian Legion Hall

on January 13, 2016

**Present:**

Mayor: Richard Masse

 Deputy Mayor: Dave DeLellis

 Councillors: Darlene Wiper

 Dayne Malloch

 Absent: Pete Letkeman

 Dave DeLellis

 Staff: Wayne Miller, CAO

 Katrina DiGiovanni, Deputy Clerk

 Delegations: None

1. **Agenda**

The agenda was presented for adoption.

*Moved by: Darlene Wiper*

*Seconded by: Dayne Malloch*

**2.) Minutes**

a.) The minutes for the Regular Meeting of Council for December 7, 2015 were presented and adopted.

*Moved by: Dayne Malloch*

*Seconded by: Darlene Wiper*

 Carried.

1. **Disclosure of Pecuniary Interest**

Mayor Masse stated a conflict with disbursement 558, being a disbursement to himself for meeting expenses.

**4.) Petitions and Delegations**

1. **None.**

**5.) Old Business**

 **(a) CAO Verbal Report-Scudder Wharf Divestiture Update**

The CAO addressed his report on the divestiture, and noted that a portion of the structural report included necessary repairs to the structure, Councillor Malloch asked when the report was completed, the CAO stated it was done in 2014. The CAO commented on the varying repairs and costs for the different options presented in the report. The CAO stated his main concern was environmental issues and that he did not see an end in sight for the remediation. The CAO stated he would suggest getting more information on the environmental state of the property, and that an environmental lawyer be retained to give advice on the divestiture. The CAO asked where this project stood with Council considering other upcoming maintenance and capital costs that need to be completed.

The CAO stated that the deadline for the next application stage was February 17th, Mayor Masse suggested writing to Transport Canada stating that we just received the information and need more time to review the information. Councillor Malloch stated Transport Canada had commented that the divestiture was going to be as is, he asked if there’s any way to get the repairs done prior to divesting. Councillor Malloch continued discussions on environmental issues and repair values. Mayor Masse stated that there may be funding opportunities from other levels of the federal government to complete the repairs. Discussion continued on the importance of this area and how to move forward. Mayor Masse stated he thought the next step would be to get the opinion from a lawyer and engineer before moving forward. Discussion continued on the project and resources that may be available at different levels of government. Mayor Masse commented that our MP should be included in the conversation and correspondence.

The following Resolution was passed:

Resolution 2016-01:

*Moved by: Dayne Malloch*

*Seconded by: Darlene Wiper*

“Be it Resolved that the Council of the corporation of the Township of Pelee hereby accepts the CAO’s verbal report on the scudder wharf divestiture and further that the CAO’s recommendations be implemented to hire an environmental lawyer, an engineer, that an extension be applied for and correspondence be sent to our MP”.

 Carried.

**6.) New Business**

**(a) CAO Report: Transfers to Reserve Funds for 2015**

The CAO stated now that the year has ended it was time to move gas tax money into a reserve fund, and that the water debt payment be transferred into a reserve, as well as unspent department capital for 2015 be moved into reserves. The CAO also commented that there was some money left over in other maintenance costs for various departments and stated that some of that unspent budget money be put into reserves as well. The CAO went on to explain the difference between reserves and reserve funds. The CAO highlighted the drainage surplus and accounting for it as a drainage reserve fund.

Councillor Malloch asked for clarification on budget amounts and reserves, discussion ensued on options and projects to be completed from reserves.

The following Resolution was passed:

Resolution 2016-02:

*Moved by: Darlene Wiper*

*Seconded by: Dayne Malloch*

“Be it Resolved that the Council of the corporation of the Township of Pelee hereby accepts the CAO’s report on transfers to reserves and reserve funds for 2015 and further that the CAO’s recommendations for transfers into reserves and reserve funds be implemented”.

 Carried.

**7.) Correspondence**

1. **Ministry of Agriculture, Food & Rural Affairs: Agricultural Drainage Infrastructure Program**

The Deputy Treasurer stated that some of the drainage superintendent costs were recoverable through this grant program. The CAO stated that the drainage superintendent would be on the Island more this year to complete some special projects, such as drain mapping. Mayor Masse explained the purpose of the mapping project.

1. **Ducks Unlimited-Pheasant Hunt License Request**

Mayor Masse introduced the license request from Ducks Unlimited.

The following resolution was passed:

Resolution 2016-03:

*Moved By: Dayne Malloch*

*Seconded By: Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby grants the request from Ducks Unlimited for two pheasant hunt licenses for two hunters per license”.

Carried.

**8.) Disbursements**

The Mayor presented disbursements to Council. Councillor Wiper asked about a payment to Clayton Walls, the Deputy Clerk responded that it was for consignments items at the Marina from the summer. Councillor Malloch asked for clarification on year end purchases for MIII, the CAO stated that these were supplies that were included in the project as eligible expenses and that the only payment left for the project was the security holdback due in September of this year.

The following resolution was passed:

Resolution 2016-04:

*Moved By: Dayne Malloch*

*Seconded By: Darlene Wiper*

“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 $479,575.77”.

 Carried.

**9.) Boards and Committees**

1. **Tourism Committee: Progress Report/Budget Requests**

Mayor Masse stated that the Tourism Committee was asking for the public washrooms to be outfitted for colder weather. Councillor Malloch asked why this had not been completed after previous discussions. The CAO replied that that there was no money at that point but that the requests could be included in this year’s budget.

The following resolution was passed:

Resolution 2016-05:

*Moved By: Dayne Malloch*

*Seconded By: Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the update from the Tourism Committee and refers the budget requests to be dealt with through the budget process”.

 Carried.

**10.) Councillor and Miscellaneous Reports**

1. **Councillor Wiper-Novi Sports Show**

Councillor Wiper stated that registration had been done for the Toronto show and asked if there was still interest in attending the Novi Sport Show. Councillor Malloch asked about attending the London show. Councillor Wiper commented that the Novi and London shows were the same weekend, and the Deputy Clerk commented that a fishing charter captain would be taking pheasant hunt information with him on the Townships behalf. Councillor Malloch commented on feedback from the pheasant farm about the shows and stated that it may be frustrating for hunters to not make all the arrangements while attending the show. Further discussion continued on the use of these Sport Show.

The following resolution was passed:

Resolution 2016-06:

*Moved By: Dayne Malloch*

*Seconded By: Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to send Darlene Wiper and Melissa Evers to the Novi Sports Show”.

 Carried.

1. **Councillor Wiper-March 16th Council Meeting**

Councillor Wiper commented that she would be unable to attend the March 16th council meeting due to attendance at the Toronto Sports Show. Councillor Malloch commented he would not be able to attend the Feb 3rd meeting. Council decided to change the February 3rd meeting to February 10th and cancel the February 24th meeting and move the March 16th meeting to March 9th.

1. **Councillor Malloch-Scudder Marina**

Councillor Malloch commented that Scudder Marina was voted in the top ten marinas in Ontario by the website, mynewwaterfronthome.com and complimented the employees and the township for this recognition. Mayor Masse stated that a notice should be put in the Grapevine.

1. **CAO-SCF Grant Program**

The CAO stated that the township was approved to move forward with the SCF program grant for shoreline protection. He stated that he has been talking to contractors about the armor rock and what it would cost.

1. **CAO-Pelee Motion Trolley**

The CAO stated that he had been in contact with Clayton Walls about his proposal and had received information from The Ministry of Transportation that gas tax money would not be able eligible to be used for the trolley project. The CAO commented that some sort of system should be set up on the Island, however those benefitting the most from the system should be responsible for funding it.

**11.) In Camera**

**None.**

**12.) By-Laws**

1. **By-Law 2016-01**: Being a By-Law to Set Fees & Charges

The CAO highlighted the proposed fees for the coming year, Councillor Malloch asked what had changed. The CAO stated an increase to campground rates, increasing by $5.00 a site. He also commented that the water rates were included, that were approved in the fall. The CAO stated that the rest of the fees have increased in the past and should be held the same this year.

The following Resolution was passed:

Resolution 2016-07:

*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 2016-01 being a by-law to establish and require the payment of various fees and charges”.

 Carried.

1. **By-Law 2016-02;** Being a By-Law to Authorize Borrowing to Meet Current Expenditures

The following Resolution was passed:

Resolution 2016-08:

*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 2016-02 being to authorize borrowing to meet current expenditures”.

 Carried.

1. **By-Law 2016-03;** Being a By-Law to Provide for an Interim Tax Levy & Penalty

The following Resolution was passed:

Resolution 2016-09:

*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 2016-03 being a By-law to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest of 1.25%”.

 Carried.

1. **By-Law 2016-04;** Being a By-Law to Enter into an Agreement with the Town of Leamington

The CAO stated that this was a two year agreement and commented that the cost would go up $1000 for the next two years.

The following Resolution was passed:

Resolution 2016-10:

*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 2016-04 being a by-law to enter into an agreement with the Towns of Leamington for Building Services”.

1. **By-Law 2016-05;** Being a By-Law to Confirm Proceedings

The following Resolution was passed:

Resolution 2016-11:

*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 2016-05 being a By-Law to Confirm Proceedings of this January 13th meeting”.

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Rick Masse Wayne Miller

Mayor Chief Administrative Officer