

Minutes of a Regular Meeting of Council of the
Corporation of the Township of Pelee
held at the Royal Canadian Legion Hall
on April 7, 2015

Present:

Mayor: Richard Masse
Deputy Mayor: Dave DeLellis
Councillors: Darlene Wiper
Dayne Malloch
Peter Letkeman

Staff:

Wayne Miller – CAO/Clerk/Treasurer
Katrina DiGiovanni-Deputy Clerk
Kyle Davis-Environmental Services Manager
Michelle Feltz-Deputy Treasurer
Paul Feltz-Roads Superintendent
Nick Goulden-Parks and Recreation Manager
Shannon Cowie-Captain, Fire Department

The Mayor called the meeting to order at 8:00 p.m.

The Mayor presented the agenda for the Regular Meeting of Council for April 7, 2015 for adoption.

Moved by: *Darlene Wiper*

Seconded by: *Dave DeLellis*

Carried.

2.) Minutes

a.) The minutes for the Regular Meeting of Council held on March 19, 2015 were presented and adopted.

Moved by: *Dayne Malloch*

Seconded by: *Pete Letkeman*

Carried.

3.) Disclosure of Pecuniary Interest

None.

4.) Petitions and Delegations

None.

5.) Old Business

None.

6.) New Business

a.) Budget Discussions

The CAO introduced the budget discussions and stated that this was a new way to complete the budget this year with managers presenting their operating and capital budgets to better understand costs. The CAO directed Council's attention to the budget summary and addressed a potential 4% tax rate increase, and further stated that with the school board reductions it would result in an overall increase of approximately 2.75%.

i.) Roads Budget

Mayor Masse addressed Paul Feltz, Roads Superintendent to go over his budget requirements. Mr. Feltz stated that the budget represented the minimum of what was needed as well as a few capital costs and general operating costs. Mr. Feltz stated that the Roads Needs Study was supposed to be completed in 2013 but that now the township was in a 10 year extended program and still falling behind due to budget limitations. Further discussion continued on the Roads Needs Study and the necessary work and money to bring it to completion. Mr. Feltz then went on to outline the building and lot requirements for the year, including replacing fuel tanks. Councillor Letkeman asked if the township could look into getting fuel from Jack Smith Fuels and obtaining free fuel tanks.

Mr. Feltz then went on to outline the general equipment maintenance that would have to take place through the year. The CAO stated that the original amount of gravel requested had been cut down. Mr. Feltz stated that a large amount of the money requested for gravel would go to fixing Centre Dyke starting at Clutton Road as well as down West Pump Road and that other roads would be done on a rotational basis. Mr. Feltz stated that gravel may go up by \$0.50 but that he was in discussions about the price and that money could be saved by bringing over

gravel in empty Windsor Disposal Service trucks.

Councillor Malloch asked how Centre Dyke Road and West Pump would be completed and if it would have to be put out to tender. Mr. Feltz stated that dumping the gravel would have to be put out for tender. Mayor Masse asked how long it would take to use township resources. Mr. Feltz responded that it would take significantly longer to be completed with township equipment, and would cost more in the end.

Deputy Mayor DeLellis asked what the increase in dust suppressant consisted of. Mr. Feltz responded that depending on what roads had new gravel laid, they would require additional dust suppressant.

Further discussion continued on fuel costs and variances over the years.

Councillor Malloch asked how often bridge inspections need to be completed. Mr. Feltz responded that they should be completed every two years and that they haven't been done since 2009 and further that to get certain funding they need to be completed regularly.

The CAO stated that a \$20,000 grant was received in 2014 and that the money was slated for bridge inspections and work on the town hall basement.

Deputy Mayor DeLellis asked why there was such a variance in streetlight costs. Mr. Feltz stated that work had to be done in 2014 to replace bulbs and parts because not all lights were up to standard. He also stated that maintenance costs were included in the 2015 budget to keep all lights working properly.

Mayor Masse commended staff for making progress with such limited funds, but some work had to be put on holds because of budget constraints.

Councillor Malloch asked if some of the money this year going towards gravel could be reallocated to complete work from the Roads Needs Study. Mr. Feltz responded that it was possible but that equipment replacements also had to be kept in mind for the future.

ii.) Airport

Mr. Goulden stated that there was not a great deal of work that has to be completed this year. He further stated that some lighting had to be upgraded, but that as a registered airport is was not a necessity, however the Cameron Air had suggested it would make it easier to land in fog. Mr. Goulden went on to state that safety features are working and that Transport Canada does not require certain features from a registered airport.

April 7, 2015
Regular Meeting of Council

Councillor Wiper asked about funding if the airport was re-certified. Mr. Goulden responded that in order to be re-certified there would have to be a lot of money spent to get the airport up to standards as well as a lot of additional training, and upgrades as well as the fact that being certified increases liabilities.

Mayor Masse stated that he was under the impression that being certified does allow the township to apply for certain funding, but that an annual fee has to be paid and that there is no guarantee for funding. Mr. Goulden stated that the runway is currently in a good state for being a registered airport and for the current service from Cameron Air. Further discussion continued on the background of the airport, certification and costs.

Councillor Malloch asked about the variance in materials and supplies. Mr. Goulden responded that the costs were higher because of increased use of urea due to weather as well as windsocks. Councillor Malloch also asked about the variance in vehicle expense. Mr. Goulden responded that most equipment is shared with other departments and one piece of equipment may be used more than others, resulting in increased costs for maintenance.

Mr. Goulden addressed capital costs and stated that eventually the airport building would need work, especially to the water and bathrooms. He further stated that there was a well on the property that was not being used and that thought would have to be put in to upgrading the building.

The CAO stated that additional gravel would have to be laid in the parking lots to maintain the long-term parking lot.

Mayor Masse addressed the airport building and stated that there would be a study done this year on all township buildings.

Mr. Goulden addressed the doors on the Cowie Building and stated that they were currently not functioning and falling off. He also stated that if new doors could be put on then the building could be used for equipment storage for all departments. Deputy Mayor DeLellis asked what the costs would be to fix the current door to make it functional. Mr. Goulden stated that it would need a new track and frame and he was currently looking at a roll up door for approximately \$6800. Further discussion continued on the Cowie Building, including possible uses and costs.

iii.) Parks and Recreation

Mr. Goulden stated there were no new requests, this year would just be normal operating costs. The CAO addressed the Material and Supplies category and explained what made up the category. Mr. Goulden stated that he would like to rent a stump grinder this year to clean

up the Campground and park areas.

Mayor Masse asked when the public washrooms would be open now that the boat was running. Mr. Goulden responded that past practice was to wait until mid-April to ensure there would be no freezing. He further stated that the building was cement and it was uninsulated so in colder weather the pipes are at risk of freezing. Councillor Malloch stated that they should be opened when the boat starts running and that the township should continue to investigate putting in electric heat to accommodate the shoulder seasons. Mayor Masse stated that he agreed it should be investigated to have low heat available to keep the washrooms open as long as possible.

The CAO addressed capital costs of the washroom upgrades as well as the state of the cardboard plant building. Mr. Goulden stated that the building has been open and that the building had to be either closed off or torn down. Kyle Davis, Environmental Services Manager, stated that he and Mr. Goulden had been looking into the costs of running new water lines to the Heritage Centre and old fire hall, as well as tearing down the cardboard plant and it would cost approximately \$20,000 to complete the project. Councillor Malloch stated that the plant was a liability and that removal should be put out to tender after the budget is passed.

iv.) Fire Department

The CAO stated that the salaries were the wages for volunteer firefighters and that they had been increased this year because in 2014 the deputy fire chief left and there were fewer meetings and training sessions. Ms. Cowie, Fire Captain, stated that the department planned on having one meeting a month this year to do training, practice on equipment and inspect trucks. She further stated that the 2014 tanker truck inspection stated that a pump needed to be rebuilt and that if a new tanker was not purchased additional money would have to be put into the old tanker truck.

Mayor Masse asked if there were any attempts made to locate a new tanker truck. Ms. Cowie stated that to date they had not made attempts to locate a new truck.

Further discussion continued on the need for tanker trucks and water hauling capacity as well as costs.

v.) Transfer Station

Mr. Davis stated that operating expenses had leveled out since opening the transfer station and revenue lines were outlined and discussed. Mr. Davis stated that there was a possibility of having solar powered recycling bin compactors and that negotiations were taking place with

April 7, 2015
Regular Meeting of Council

Windsor Disposal Services.

Discussion ensued on contract stipulations and fuel surcharges.

Mr. Davis went on to outline expense line items and what was included in each category, as well as historical and current costs for consultants.

Mr. Davis discussed capital costs of shredding yard waste as it was becoming a growing concern for the Ministry of the Environment. He further stated that after shredding the yard waste there would be a potential for selling or using the mulch. Discussion continued on yard waste disposal and MOE stipulations and concerns.

vi.) Pheasant Farm

The CAO stated that the same number of birds would be ordered in 2015 and that costs will remain relatively the same as 2014, he also stated that he would be budgeting for less revenue this year.

The CAO addressed capital costs for the farm and stated that they needed a new roof on the farm building.

The CAO stated that the remainder of departments would present their budgets at the next meeting on April 20th, 2015.

Mayor Masse thanked the CAO for introducing a new way of completing the budget process.

7.) Correspondence

a.) Request to Proclaim June Senior's Month

Mayor Masse presented a request from the Minister of Social Affairs to proclaim June as Senior's Month.

The following resolution was passed:

Resolution 2015-38:

Moved by:

Pete Letkeman

Seconded by:

Dayne Malloch

April 7, 2015
Regular Meeting of Council

“Be it Resolved that the Corporation of the Township of Pelee hereby supports proclaiming June Senior’s Month as requested by the Minister of Social Affairs.

WHEREAS Senior’s Month is an annual province-wide celebration;

WHEREAS seniors have contributed and continue to contribute immensely to the life and vibrancy of the community;

WHEREAS seniors continue to serve as leaders, mentors, volunteers and important active members of this community;

WHEREAS their contributions past and present warrant appreciation and recognition and their stories deserve to be told;

WHEREAS the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community;

AND WHEREAS the knowledge and experience seniors pass on to us continues to benefit us all.

I, Mayor Rick Masse, do hereby proclaim June 1-30, 2015 Seniors’ Month in the Township of Pelee and encourage all citizens to recognize and celebrate the accomplishments of our seniors”.

Carried.

b.) Housing Services Corporation Accountability Act

Read, noted and filed.

8.) Disbursements

The Mayor presented disbursements to Council.

The following resolution was passed:

Resolution 2015-39:

Moved By:

Dayne Malloch

Seconded By:

Pete Letkeman

April 7, 2015
Regular Meeting of Council

“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 \$80,346.82”.

Carried.

9.) Boards and Committees

There were no presentations from any boards or committees.

10.) Councillor and Miscellaneous Reports

a) Cameron Air

Councillor Wiper asked if a thank you letter could be sent to Cameron Air for their service to the community this past winter.

b) Owen Sound Transportation

Deputy Mayor DeLellis asked if a letter could be send to MTO and Owen Sound transportation asking for better communication and notice to stakeholders on ferry start dates. He also stated that the website still had old dates for sailing and updates and it should be kept current especially when the season starts.

The following resolution was passed:

Resolution 2015-40:

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to send a letter to MTO requesting improvement on communication on ferry start times and schedules with the public, and further that Darlene Wiper declares a conflict with this resolution.”

Carried.

c) Nomination for Senior in the Community Award

Mayor Masse brought forward an award for a senior in the community. The CAO stated that he would get the criteria for nominations and put it on the next Agenda.

April 7, 2015
Regular Meeting of Council

d) Bill 66-Great Lakes Protection Act

Mayor Masse introduced a letter from MPP Lisa Thompson on Bill 66, the Great Lakes Protection Act. The Mayor stated that currently Pelee is not represented on the map and suggestions and concerns are currently being asked for. Mayor Masse stated that he would circulate the correspondence to Council for review.

e) Communities in Bloom

Mayor Masse stated that the Communities in Bloom program can provide the township with a kit to award gardens within the community. The CAO stated that for no cost the kit could be obtained from other sources.

f) Heavy Construction Association Dinner

Mayor Masse addressed Council and asked who would like to attend the Heavy Construction Association Dinner in Windsor. Mayor Masse asked administration to send an RSVP for four council members.

11.) In Camera

None.

12.) By-Laws

- a.) Mayor Masse brought forward By-Law 2015-09 being a by-law being a by-law to collect fees for drainage maintenance

The following resolution was passed:

Resolution 2015-41:

Moved by:

Darlene Wiper

Seconded by:

Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-09 being a by-law to collect fees for 2014 drain maintenance.”

April 7, 2015
Regular Meeting of Council

Carried.

b.) Mayor Masse presented by-law 2015-10 being a by-law to confirm proceedings.

The following resolution was passed:

Resolution 2015-42:

Moved by:

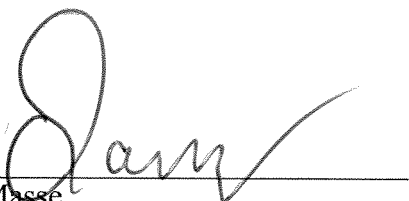
Dayne Malloch

Seconded by:


Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports passing By-Law 2015-10 being a by-law to confirm proceedings for this April 7, 2015 meeting of council”.

Carried.



Rick Masse
Mayor



Wayne Miller
Chief Administrative Officer