

Minutes of a Regular Meeting of Council of the  
Corporation of the Township of Pelee  
held at the Royal Canadian Legion Hall  
on December 17, 2014

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

The Mayor called the meeting to order at 7:00 p.m.

The Mayor presented the agenda for the Regular Meeting of Council of December 17, 2014 for adoption.

*Moved by:* *Peter Letkeman*

*Seconded by:* *Dave DeLellis*

Carried.

**2.) Minutes**

**a.)** The minutes for the Regular Meeting of Council held on December 1, 2014 were presented and adopted.

*Moved by:* *Darlene Wiper*

*Seconded by:* *Dayne Malloch*

Carried.

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### **3.) Disclosure of Pecuniary Interest**

None were declared.

### **4.) Petitions and Delegations**

None.

### **5.) Old Business**

#### **a.) Building Inspection Agreement with Leamington**

The CAO reminded Council that at the previous meeting of council they had approved in principle the agreement for building services with Leamington. He stated that their Council wants a one year renewal with a cap at 15 visits per year, with additional chargers per visit over the 15. The CAO commented that in 2014 there were 17 visits, but if there were no inspections scheduled trips were cancelled.

Councillor Malloch inquired if visits could be cut down on if complaints were handled in house through written complaints and inspected by the by-law inspector before moving on to the building inspector in cases where other residents were voicing concerns about people building without permits. The CAO stated that he would look into this option.

Deputy Mayor DeLellis suggested that the 15 visits be pre-scheduled and if more permits were coming in requiring more visits that would mean more fees were being collected as well.

The CAO stated that currently the inspector comes every week through the summer and twice a month in early spring and late fall.

Deputy Mayor DeLellis suggested that visits be loosely scheduled for twice a month from May to October to spread them out more. Councillor Malloch stated that when building some weekly visits may be necessary to facilitate the timing of building.

The CAO commented that the inspector was good at managing visits and permits and if the by-law inspector can look into complaints it should cut down on visits and give the building inspector more time to deal with active permits. The Mayor commented that as in the past the practice has been for residents to submit a written and signed complaint and that should be followed in the future to ensure complaints are valid.

Councillor Malloch moved to accept the agreement but to ensure that complaints are dealt with in

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house as much as possible.

The Mayor stated that the township should be prudent in looking for alternatives in building inspection services in case Leamington does not want to continue.

The following resolution was passed:

Resolution 2014-148:

*Moved by:*

*Dayne Malloch*

*Seconded by:*

*Pete Letkeman*

“Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the terms presented in the agreement for retaining Building Inspection Services from the Town of Leamington and further that an agreement be entered into until December 31, 2015”.

Carried.

## **6.) New Business**

**None.**

## **7.) Correspondence**

### **a.) Ontario Infrastructure Fund Application**

The CAO commented that the final application had been submitted for this program with the initial application including \$1.1 million for work on various roads. He further stated that this was not accepted because the project had to be on one continuous stretch of road. The new application will include North Shore Road to Centre Dyke as well as Sheridan Point Road with a project value of \$679,000 with 90% being covered through the grant program.

Deputy Mayor DeLellis asked if Sheridan Point Road would be ripped up or just get a new cap.

The CAO stated that it would need a new base and have to be rebuilt.

The report on the grant application was accepted.

*Moved by:*

*Darlene Wiper*

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*Seconded by:*

*Dayne Malloch*

Carried.

## **8.) Disbursements**

Mayor Masse presented disbursements for approval, Councillor Malloch inquired what the items were that were ordered from J&J Tire. The CAO asked the Deputy Clerk what the items were and she stated that she would forward the information to Council by email after the meeting.

Councillor Malloch also asked why the amount for water leasing was paid to Fisheries and Oceans. The CAO stated that it was required to be paid by the end of this year along with a few other expenses as a requirement by the province for the money that was given to the Township.

Councillor Malloch also asked if the amount paid for Library work was out of the general fund. The CAO commented that the money was transferred from the Library's fundraising money to the township to pay the bill.

The following resolution was passed:

Resolution 2014-149:

*Moved By:*

*Darlene Wiper*

*Seconded By:*

*Dayne Malloch*

“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 \$323,762.90”.

Carried.

## **9.) Boards and Committees**

There were no presentations from any boards or committees.

## **10.) Councillor Reports**

### **a) Minister of Fisheries and Oceans**

Deputy Mayor DeLellis stated that he had an opportunity to have a brief meeting with the Minister of Fisheries and Oceans in Wheatley and introduced Pelee to her, the Deputy Mayor further stated that information on the Department of Fisheries and Ocean's website stated that any

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non-commercial dockage could be downloaded to the municipality.

The CAO stated that he had met with Transport Canada and DFO and that DFO was happy to deal with the township on downloading the dock but that they were still in discussions with Transport Canada. The CAO further stated that DFO had commented that they were willing to get the process going but there seems to be a hold up at the provincial level with what agencies own what portions of the dock.

The CAO went on to state that the Marina needs new docks and that DFO is willing to pay and further that DFO will keep the discussion going between all parties.

The Mayor addressed the CAO and asked if DFO was aware that we wanted the dock downloaded. Further discussion ensued about the history of the federal dock.

The CAO stated that they were aware but they want to protect themselves from any liability.

Deputy Mayor DeLellis asked if the maintenance reports were available. The CAO responded that Transport Canada was not willing to share the report but that they would discuss the differences between the two reports. The CAO commented that until proper ownership between agencies can be determined the process cannot move forward.

Councillor Letkeman asked if the township installed proper safety devices if DFO would allow continued use of the dock. The CAO stated that if that was how everyone wanted to proceed the township would have to ensure necessary equipment could be paid for. The CAO further clarified that pedestrian use would not be cut off, only vehicle use. Councillor Malloch stated concerns with the residents that haul water from the North Dock. The CAO commented that before vehicles would be cut off, DFO would install dry hydrants to make allowances for water haulers without having to drive to the end of the dock.

Councillor Malloch stated that it was unacceptable to restrict Island residents from one of their docks. The CAO responded that it was hard to determine safety concerns without access to the maintenance reports. Deputy Mayor DeLellis inquired if it would be possible to put in a freedom of information request to get the reports.

Mayor Masse stated that there was going to be an economic development meeting in the spring where these issues could be presented. Mayor Masse suggested these concerns be voiced at the meeting and that there may be a possibility for funding. Mayor Masse also stated that a new federal MP would be elected in our new riding and it may be beneficial to wait and inform him of the issues.

**b) Status of Marina Dock Repairs**

Councillor Malloch inquired about the status of the new docks for Scudder Marina. The CAO commented that they were currently being designed and would need to be put out for tender, but that there currently is not as date. The CAO stated that he would check in on the progress because of the need for delivery in May.

**c) Financial Statement Update**

The CAO gave a brief update on the year-end financial statements and stated that for 2014 there was a budgeted deficit but that currently there was a surplus showing, of which a portion is the provincial loan for the water plant. The CAO went on to state that at year end there should be approximately a \$50,000 surplus.

The CAO also commented that to date all payables have been paid in full and the only outstanding amount is 2014 school board payments. The CAO stated that in mid-February he should have a semi-final report on the surplus.

**d) Drainage Surplus**

The CAO stated that there was some discrepancy with the auditor's numbers in the past for drainage surpluses, he stated that their numbers were showing a large surplus for Big Marsh and a deficit for Curry Marsh. The CAO further stated that after much investigation and readjustment, Big Marsh still has a surplus but it is much lower than stated in the financial statements and that the main change was that Round Marsh was still being accounted for separately and should have been included with Big Marsh from 2011 on. The CAO commented that the new surplus figures were brought to residents at the last drainage meeting that they agreed the numbers were fair.

The CAO stated that the reasons for some of these changes was because of a portion of the capital diversion project being billed to maintenance and the placement of funds by the auditors had to be sorted out. The CAO also stated that there was previously no accounting for township drains and that the auditors will get these final numbers.

Mayor Masse stated that it was time to finalize this drainage issue and thanked staff for their hard work in sorting out these issues.

**e) Small Community Fund Drainage Application**

The CAO stated the application was submitted this week and provided an overview of the required maintenance and associated cost estimates. He then stated that through this grant program 2/3 will be paid for, leaving the township responsible for 1/3 of which is also available

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for annual OMAFRA grants.

The CAO stated that for Big Marsh the money would be spread out over four years due to approvals needed from ERCA and MNR as well as engineering approvals and that work would likely take place in 2017-18.

The CAO stated that for Curry Marsh if the whole grant amount is not spent it can be sent back, but we cannot ask for more once the project is underway. He further stated that because of the surplus there shouldn't be any issues and there was no concern stated from drain users at the public meeting.

**f) Airport Parking**

The CAO stated that the new parking arrangements seem to be working out and that there has not been any complaints thus far.

The Mayor complimented staff on solving this ongoing parking issue.

**11.) In Camera**

The Mayor stated that there were in camera items regarding:

- (a) Personnel Matters
- (b) Personal matters pertaining to identifiable individuals

The following resolution was passed:

Resolution 2014-150:

*Moved by:*

*Dayne Malloch*

*Seconded by:*

*Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to move into a closed meeting”.

Carried.

**12.) By-Laws**

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- a) Mayor Masse brought forward By-Law 2014-39 being a by-law confirm proceedings of the December 17, 2014 meeting of Council.

The following resolution was passed:

Resolution 2014-134:

*Moved by:*

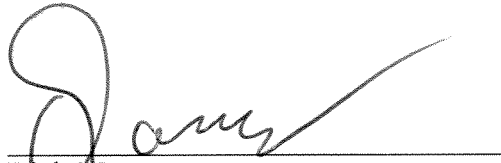
*Dayne Malloch*

*Seconded by:*

*Dave DeLellis*

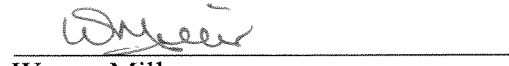
“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to pass By-Law 2014-39 being a by-law to confirm proceedings from this December 17, 2014 meeting of council”.

Carried.



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Rick Masse  
Mayor



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Wayne Miller  
Chief Administrative Officer