

Minutes of a Regular Meeting of Council of the
Corporation of the Township of Pelee
held at the Royal Canadian Legion Hall
on January 15, 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

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

The Mayor presented the agenda for the Regular Meeting of Council of January 15, 2015 for adoption.

Moved by: *Peter Letkeman*

Seconded by: *Dave DeLellis*

Carried.

2.) Minutes

a.) The minutes for the Regular Meeting of Council held on January 15, 2015 were presented and adopted.

Moved by: *Darlene Wiper*

Seconded by: *Dayne Malloch*

Carried.

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3.) Disclosure of Pecuniary Interest

Councillor Letkeman declared a conflict with item 6.a) being awarding a contract for the MIII Water Plant Upgrades.

4.) Petitions and Delegations

None.

5.) Old Business

a.) Committee Appointments

Mayor Masse suggested the item of appointments be moved to in-camera because identifiable individuals would be addressed.

Council was in agreement to move this item in-camera.

The following resolution was later passed:

Resolution 2015-01:

Moved by:

Pete Letkeman

Seconded by:

Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports the applications submitted for boards and committees as attached for the 2014-2018 term of Council and further that we re-advertise for those positions not filled”.

Carried.

6.) New Business

a.) Contract for MIII Water Plant Upgrades

The CAO introduced the recommendations from OCWA to award the Water Plant tender to Finnbilt. The CAO referenced the cost summary and stated that the project came in under the funding envelope. He also stated that the engineer and project management fees were over the original amount because of the additional environmental reviews that needed to be done. The

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CAO also stated that the remaining funds would likely be spent on unanticipated costs. The CAO asked Council for a motion to sign the contract and bring a by-law to the next council meeting.

Deputy Mayor DeLellis raised concerns over the assurance that everything would work properly when the project is completed.

The CAO stated that there has been extensive research done by the engineers to fix the intake and storage and that the issue with the previous project was that funding ran out and they installed insufficient storage.

Kyle Davis, the Environmental Services Manager, stated that repairs have been done to the current system but it is still not operating efficiently. Deputy Mayor DeLellis addressed Mr. Davis and asked if wind direction would affect the intake. Mr. Davis responded that a back flush system would be installed to clear out the intake should there be sand build up.

The CAO stated that there is a 10% standard holdback on the project payout to make sure it is completed properly.

Mr. Davis stated that engineers were consulted from California, Australia and New Zealand that utilize similar systems and that intake and storage were being over estimated to account for any future expansion.

Mayor Masse and Mr. Davis continued to provide further background history on the previous water plant project and issues.

Councillor Malloch stated concern over awarding the contract without being absolutely sure this solution would work.

Mr. Davis explained the shortfalls with the previous project and highlighted that items were not completed as anticipated. He also stated that with the upgrades, if there was an issue with the plant there would be enough water in storage for a few days and that filling the tanker truck would be much more efficient and save on time and staff costs.

Councillor Malloch asked if there was any guarantee from the engineer.

The CAO stated that OCWA is known worldwide for their expertise as project managers and that Conestoga Rovers had designed one of the largest water systems in use and Finnbilt has a long history of completing municipal projects.

Further discussion ensued on concerns and history of the project.

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Deputy Mayor DeLellis stated concerns on lack of accountability.

The CAO commented that unlike the previous project there will be full-time supervision from Conestoga Rovers with a minimum of three days on-site a week.

Mr. Davis stated that the contractors would not be paid until the engineer and project manager sign off on the work.

The CAO further stated that all standard provisions have been built into the agreement and that the project manager is an extension of the Township.

The following resolution was passed:

Resolution 2015-02:

Moved by:

Darlene Wiper

Seconded by:

Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports the recommendation from the Ontario Clean Water Agency for awarding the MIII Water Plant Upgrades to Finnbilt General Contracting Ltd.”.

Carried.

b.) OCWA-Project Management Fee Increase for MIII Water Plant Upgrades

The CAO stated that there had been a lot of additional effort put in through the process on unanticipated meetings, documentation and research and that he felt the request was reasonable.

Mayor Masse gave a detailed explanation on the hurdles that were encountered in this process from different ministries and issues that were overcome to get to this point.

Deputy Mayor DeLellis asked why a well was dug on the east side.

The CAO stated that it was the Township's idea that was brought up to the engineer to attempt to decrease costs in the long-term if water was available on the eastside. Mr. Davis stated that many options were investigated but the West Shore Water Plant upgrades were the best option.

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Resolution 2015-03:

Moved by: Darlene Wiper

Seconded by: Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports the request from the Ontario Clean Water Agency for increased project management fees for the MIII Water Plant Upgrades”.

Carried.

c.) Explore Pelee Public Vehicle Application

Mayor Masse stated that he was approached by Explore Pelee regarding support of her application for the public to be riding in her commercial vehicle and addressed administration in regards to filling out the application.

The following resolution was passed:

Resolution 2015-04:

Moved by: Dayne Malloch

Seconded by: Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports the request from Explore Pelee to support their Public Vehicle Application”.

Carried.

7.) Correspondence

a.) Ducks Unlimited Hunt Certificate Request

The following Resolution was passed:

Resolution 2015-05:

Moved by: Dayne Malloch

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Seconded by:

Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports the request from Ducks Unlimited for the donation of two pheasant hunt licenses for two hunters per license for 2015”.

Carried.

8.) Disbursements

Deputy Mayor DeLellis asked about payment 11485 being a payment to Bell Canada for the Roads Department and why it was so high. The Deputy Clerk explained that the system accumulated all Bell Canada payments and took only one description, so the amount showed was the costs of all landlines. He also asked about a payment to Gerhard Epp for the front steps of the Township Office. The CAO explained that there were two separate bills for the stairs one to Terry Hamill and the other to Gerhard for the concrete.

Deputy Mayor DeLellis inquired about a payment made to Strongco for tires. The Deputy Clerk stated that this was a replacement tire for the new grader. Council requested that this invoice be scanned and sent to everyone.

Deputy Mayor DeLellis asked about payments made for a water line repair. The CAO stated that this would be the last time a payment would be made on this issue.

The following resolution was passed:

Resolution 2015-06:

Moved By:

Dayne Malloch

Seconded By:

Dave DeLellis

“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 \$69,658.83”.

Carried.

9.) Boards and Committees

There were no presentations from any boards or committees.

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10.) Councillor Reports

a.) Snow Removal

Mayor Masse addressed Council about a request from a constituent regarding the Township removing snow from the fuel pumps at the Co-Op. The Mayor stated that he had contacted the Roads Superintendent and it seemed that there could be some liability; the CAO agreed.

Councillor Letkeman asked if the Township was liable if someone fell after we cleared the snow. Mayor Masse stated that the whole area would have to be done, if just the pumps were done it would leave ridges that would be difficult to get through.

The CAO stated that there was limited personnel and equipment, he further stated that it would not be safe for the roads personnel to leave the roads to clean private property. He also stated that there were private contractors available to do this work, and if the township were to clear snow for the Co-Op it could result in multiple requests from private businesses. The CAO suggested that this request would be best to leave with the private contractors.

Councillor Malloch agreed to leave it with private contractors. Councillor Wiper stated there there was not enough manpower to meet this request.

Mayor Masse stated that he would discuss this with the constituent.

b.) ATV/UTV By-Law

Councillor Letkeman asked if it was possible to pass a new ATV/UTV by-law before summer to make the use of these vehicles legal on our roadways.

Mayor Masse addressed Council and asked if there was any opposition to this request. None were stated.

Mayor Masse addressed administration and instructed a draft by-law to be made and to determine what would be allowed on the roadways.

Councilor Letkeman stated that other communities allow side by side UTV's and golf carts.

The CAO stated that he would look into the Highway Traffic Act and determine what legislation dictates.

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c.) Next Meeting of Council

Councillor Wiper stated that she would be attending the Toronto Sportsman's Show and would be unable to attend the next Council meeting on February 5th. The CAO asked if the rest of Council would be available for the next meeting. It was decided that the next meeting would be cancelled and council would meet on February 19th, 2015.

d.) RFP for Dock Replacement

The CAO gave a summary of the costs for the replacement docks at Scudder Marina and the timeline to complete the project. The CAO stated that the new docks should be installed in April.

The CAO went on to state the four options that would be included in the tenders and the different materials suggested by Riggs Engineering. The CAO stated that a 15% contingency should be built in to the budget for this project and financing methods should be looked into right away.

The CAO commented that he had been reviewing the possible increased revenue from the additional slips and that when the fees and charges by-law is reviewed, he will recommend an increase in dockage fees.

Councillor Malloch stated that there is an issue with seasonal and island residents regarding hydro usage, and that currently hydro slips are used by some boaters that don't need hydro, because that is all that is currently available. He further stated that the increased slips should help to eliminate the waiting list for slips.

Further discussion continued on the use of slips and demand.

Deputy Mayor DeLellis asked about the suggested materials and which one would be better for the Marina.

The CAO stated that the poly material may be more unstable and susceptible to damage but that both material options would be priced out for all four replacement options.

Councillor Malloch suggested that a second opinion be obtained about the use of poly floats with the amount of ice that builds up in the Marina.

The CAO stated that he would check with Leamington and Essex on the new docks that they purchased.

The CAO also stated that there was no dredging included in the tender and that after speaking with the engineer he suggested that if water levels are what they are anticipated to be there

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shouldn't be any dredging needed.

Councillor Malloch stated that when the last docks were installed no dredging was done and now the docks sometimes sit on the old anchor blocks and this could wear holes in the docks. He suggested that if dredging is needed it could be done with an excavator.

The following Resolution was passed:

Resolution 2015-07:

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees with the RFP’s on recommendations from Riggs Engineering for dock replacement at Scudder Marina”.

Carried.

e.) Budget Meeting Dates

The CAO presented a schedule of budget meetings dates and discussion topics for these dates. He stated the first discussions would take place at the February 19th meeting with the hopes of passing the budget at the beginning of April.

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 2015-10:

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

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move into a closed meeting to discuss personnel matters and identifiable individuals”.

Carried.

12.) By-Laws

- a.) Mayor Masse brought forward By-Law 2015-01 being a by-law to levy interim taxes and set a penalty rate.

The following Resolution was passed:

Resolution 2015-08:

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 pass By-Law 2015-01, 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 percent”.

Carried.

- b.) Mayor Masse brought forward By-Law 2015-02 being a by-law to confirm proceedings of the January 15, 2015 meeting of Council.

The following resolution was passed:

Resolution 2015-09:

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to pass By-Law 2015-02 being a by-law to confirm proceedings from this January 15, 2015 meeting of council”.

Carried.

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The meeting was adjourned at 9:13pm.

The following Resolution was passed:

Resolution 2015-11:

Moved by:

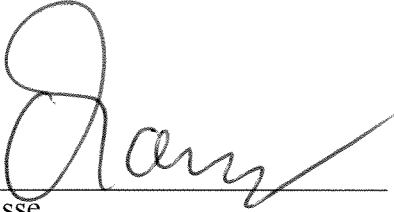
Dave DeLellis

Seconded by:


Darlene Wiper

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adjourns at 9:13 p.m.”.

Carried.



Rick Masse
Mayor



Wayne Miller
Chief Administrative Officer