

**TOWNSHIP OF PELEE**  
**Regular Council Meeting**  
**Monday, March 20, 2017**  
**Royal Canadian Legion Branch 403 at 5:30 p.m.**

Mayor: Rick Masse  
Deputy Mayor: Dave DeLellis  
Councillors: Darlene Wiper  
Dayne Malloch  
Aurella Moritz

Staff: Katrina DiGiovanni, CAO/Clerk  
Michelle Feltz, Treasurer  
Shawn Hamill, Acting Fire Chief

Delegations: None.

**1.) Agenda**

The agenda dated March 20, 2017, was presented for adoption and adopted.

*Moved by:* Dave DeLellis

*Seconded by:* Darlene Wiper

**Carried.**

**2.) Minutes**

(a.) The minutes for the Regular Meeting of Council for March 6, 2017 were presented and adopted.

*Moved by:* Dayne Malloch

*Seconded by:* Dave DeLellis

**Carried.**

**3.) Disclosure of Pecuniary Interest**

None.

March 20, 2017  
Regular Meeting of Council

**4.) Petitions and Delegations**

None.

**5.) Old Business**

**(a) Acting Fire Chief: Responsibilities of the Volunteer Fire Department (2017-12-SH)**

Acting Fire Chief, Shawn Hamill, gave a synopsis of the responsibilities and potential liabilities of Council and the Township with respect to Fire Inspections, based on information from The Office of the Fire Marshal. The Acting Fire Chief advised of his upcoming training course, "Courtroom Procedures", at the Ontario Fire College, scheduled on, April 6, 2017. Deputy Mayor, Dave DeLellis, expressed his concern about the potential liabilities the Township may face when completing a fire inspection and directed Administration to further examine all liabilities.

**6.) New Business**

**(a) Treasurer-Reserve and Reserve Fund Update (2017-11-MF)**

Treasurer, Michelle Feltz, outlined the AMO Gas Tax Reserve Fund, being By-law #2015-52, to establish Reserves and Reserve Funds, and By-law #2015-53, to adopt a General Reserve and Reserve Fund Policy, both providing the administrative structure required to set up reserves and reserve funds. The Treasurer recommended that unspent operations for various departments be put into reserves for the 2016 fiscal cycle, as outline in her report.

Resolution 2017-32:

*Moved By:*

*Dayne Malloch*

*Seconded By:*

*Aurella Moritz*

"Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to accept the Reserve and Reserve Fund Report from the Treasurer and further that all recommended categories and funds be transferred into appropriate reserves and reserve funds as of December 31, 2016, as presented".

**Carried.**

March 20, 2017  
Regular Meeting of Council

**(b) Treasurer- Council Remuneration and Expenses (2017-13-MF)**

The following resolution was passed:

Resolution 2017- 33:

*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 accept the Council/Committee Remuneration Report from the Treasurer for year-end December 31, 2016”.

**Carried.**

**(c) Treasurer-2017 Budget Timeline (2017-14-MF)**

The Treasurer outlined the tentative timeline for the 2017 Budget. Due to some scheduling conflicts, the proposed Budget meeting scheduled for May 1, 2017, has been rescheduled to May 3, 2017.

The following resolution was passed:

Resolution 2017- 34:

*Moved By:* *Dave DeLellis*

*Seconded By:* *Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to cancel the May 8<sup>th</sup> Regular Meeting of Council to accommodate Budget Timelines and further that meetings be scheduled for May 3<sup>rd</sup> and May 15<sup>th</sup>, with the third regularly scheduled Council meeting on May 29<sup>th</sup>”, and further that Council accepts the Treasurer Report on the 2017 Budget Schedule.

**Carried.**

March 20, 2017  
Regular Meeting of Council

**7.) Correspondence**

(a) **Pelee Unplugged:** In-Kind Marketing Request

The following resolution was passed:

Resolution 2017-35:

*Moved By:*

*Dave DeLellis*

*Seconded By:*

*Aurella Moritz*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby supports the request from Pelee Unplugged for expanded in-kind marketing of the festival through our social media channels and digital platform”.

**Carried.**

(b) **Pelee Island Charters:** Temporary Accommodations

The CAO, Katrina DiGiovanni, stated that she was unable to find adequate precedent, for or against third party Marina slip rentals, from neighbouring Municipalities. Discussion ensued about Council’s concerns about third party rentals and the potential liabilities and insurance issues that it would create.

The following resolution was passed:

Resolution 2017- 36:

*Moved By:*

*Dave DeLellis*

*Seconded By:*

*Aurella Moritz*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby denies the request from Pelee Island Charters to allow for a third party rental of his watercraft through his marina slip for the purposes or renting the watercraft as accommodations”

March 20, 2017  
Regular Meeting of Council

**Carried.**

## **8.) Disbursements**

The following resolution was passed:

Resolution 2017- 37:

*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 pay disbursements as presented and attached in the amount of \$62,871.42”.

**Carried.**

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

Council agreed to keep the Application for the Tourism Committee open as it would be beneficial to have more members to assist in the many facets the Tourism Committee is involved in and to ensure there is enough people to create a quorum throughout the entire year.

### **(a) Tourism Committee Application**

The following resolution was passed:

Resolution 2017- 38:

*Moved By:*

*Aurella Moritz*

*Seconded By:*

*Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to accept the application from Dean Robillard to be appointed as member of the Tourism Committee”.

**Carried.**

March 20, 2017  
Regular Meeting of Council

(b) Tourism Committee Requests and Approvals

Councillor, Aurella Moritz, the Chair of the Tourism Committee, outlined various options moving forward in advertising/marketing, using Facebook, signage and the Pelee App content. Discussion ensued for each option.

The following resolution was passed:

Resolution 2017-39:

*Moved By:*

*Dave DeLellis*

*Seconded By:*

*Dayne Malloch*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to accept the report from the Tourism Committee and further that the following recommendations be adopted by Council: Option A for a twelve month Facebook contract and Option A for signage provided by David Creed Designs, and that Council approves the “APP Content”, as presented by the Tourism Committee.

**Carried.**

**10.) Councillor and Miscellaneous Reports**

None.

**11.) In Camera**

*(a) Legal Matters regarding terms of an agreement (Sec 239 (f))*

The following Resolution was passed:

Resolution 2017- 43:

*Moved by:*

*Aurella Moritz*

*Seconded by:*

*Dave DeLellis*

March 20, 2017  
Regular Meeting of Council

“Resolved that the Council of the Township of Pelee hereby resolves to **move into** a closed meeting session regarding *Legal Matters regarding terms of an agreement (Sec 239 (f))* and *Personal Matters about Identifiable Individuals [Sec. 239(b)]* at 6:44 p.m.”.

**Carried.**

The following Resolution was passed:

Resolution 2017- 44:

*Moved by:* *Dayne Malloch*

*Seconded by:* *Aurella Malloch*

“Resolved that the Council of the Township of Pelee hereby resolves to **move out of** a closed meeting session regarding *Legal Matters regarding terms of an agreement (Sec 239 (f))* and *Personal Matters about Identifiable Individuals [Sec. 239(b)]* at 8:00 p.m.”.

**Carried.**

## **12.) By-Laws**

### **(a) By-Law 2017-11; By-Law to Establish a Tax Collection Policy**

The following resolution was passed:

Resolution 2017-40:

*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 2017-11 being a By-Law to Establish a Tax Collection Policy”.

**Carried.**

### **(b) By-Law 2017-12; By-Law to Provide for Rules of Order and Procedure**

The following resolution was passed:

Resolution 2017-41:

March 20, 2017  
Regular Meeting of Council

*Moved By: Dave DeLellis*

*Seconded By: Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2017-12 being a By-Law to Provide for Rules of Order and Procedure”.

**Carried.**

**(c) By-Law 2017-13; By-Law to Confirm Proceedings**

The following resolution was passed:

Resolution 2017-42:

*Moved By:*

*Dave DeLellis*

*Seconded By:*

*Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2017-13 being a By-Law to confirm proceedings for this March 20<sup>th</sup> Regular Meeting of Council”.

**Carried.**

\_\_\_\_\_  
**Rick Masse, Mayor**

\_\_\_\_\_  
**Katrina DiGiovanni, CAO/Clerk**