

Minutes of a Regular Meeting of Council of the  
Corporation of The Township of Pelee  
Held at the Royal Canadian Legion Branch 403  
On May 15, 2017

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

Staff: Katrina DiGiovanni, CAO/Clerk  
Michelle Feltz, Treasurer  
Naomi Cowan, Administrative Assistant

Delegations: Mike Cowan, Partner, CPA, CA, BDO Essex

**1.) Agenda**

The agenda was presented for adoption and adopted, with the following addition/deletions:

Deletion

10. Councillor and Miscellaneous Reports-Aurella Motitz

Addition

11. b) In Camera- *Personal Matters about Identifiable Individuals [Sec. 239(b)]*

*Moved by:* Dave DeLellis

*Seconded by:* Darlene Wiper

**Carried.**

**2.) Minutes**

The minutes for the Public Budget Meeting on May 3, 2017 were presented and adopted, with the following amendments:

- i.) **1.) Environmental Services; East Shore Water**  
Deputy Mayor DeLellis requested clarification on the water line breaks that annually occur in the East Shore Distribution line, stating that breaks in the line have historically occurred further down the line and not where the replacement of the line was requested.

May 15, 2017  
Regular Meeting of Council

*Moved by:*

*Dave DeLellis*

*Seconded by:*

*Dayne Malloch*

**Carried.**

b.) The Minutes for the Regular Meeting of Council on May 3, 2017 were presented and adopted.

*Moved by:*

*Darlene Wiper*

*Seconded by:*

*Dayne Malloch*

**Carried.**

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

None.

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

#### **(a) BDO-2016 Audited Financial Statements**

Mr. Cowan began presenting the BDO – 2016 Draft Audited Financial Statements, which included the Consolidated Statement of Financial Position as at December 31, 2016, and the Consolidated Statement of Financial Operations and Accumulated Surplus, Consolidated Statement of Changes in Net Financial Assets (Debt) and Consolidated Statement of Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

The following resolution was passed:

Resolution 2017-74:

*Moved By:*

*Dave DeLellis*

*Seconded By:*

*Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby resolves to accept the 2016 Draft Audited Financial Statements as presented by BDO Canada; subject to Schedule 3 Changes”.

May 15, 2017  
Regular Meeting of Council

**Carried.**

**5.) Old Business**

None.

**6.) New Business**

**(a) CAO/Clerk-National Disaster Mitigation Program Funding & Project Start (2017-19-KD)**

The CAO/Clerk expressed to Council that the Municipality has received approval from the National Disaster Mitigation Program in the amount of a \$150,000 matching grant. She explained that the project work was to be completed 24 months after commencement.

The following resolution was passed:

Resolution 2017-75:

*Moved By:*

*Dave DeLellis*

*Seconded By:*

*Aurella Moritz*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to proceed with the National Disaster Mitigation Program for shoreline and flooding assessment and further that the project start date be pushed back to August 2017 after a Bi-Lateral Contribution Agreement is entered into”.

**Carried.**

**(b) Environmental Services Manager-Transfer Station Construction & Demolition Fees & Charges (2017-20-KBD)**

The CAO/Clerk outlined the Transfer Station Construction & Demolition Fees & Charges Report by the Environmental Services Manager, Kyle Davis.

Discussion ensued regarding best practices for disposal of concrete and asphalt. Discussion further ensued about the possibility of using clean concrete for shore protection and housing a separate site for concrete.

May 15, 2017  
Regular Meeting of Council

Council directed the CAO/Clerk to refer this matter back to the Environmental Services Manager upon completing an investigation of better practices for the disposal and/ or storage of concrete and asphalt, and to contact the Ministry of the Environment and inquire about storage of concrete for use of material in emergency situations.

**(c) Treasurer-Budget Deliberations (2017-21-MF)**

The Treasurer referenced her Report No.: 2017-21MF, regarding Budget Deliberations, wherein she discussed the Operation and Capital Budget Estimate Changes from May 3, 2017, to May 15, 2017, the impacts of a New Assessment Cycle and the 2017 Municipal Tax Levy.

The Treasurer and Council undertook the exercise of categorizing the Capital Projects for the 2017 Budget, and defined which projects would be considered, deferred or abandoned during the 2017 fiscal year.

The CAO/Clerk requested the approval for a 2% cost of living increase for eligible employees.

The following resolution was passed:

Resolution 2017-76:

*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 a 2% cost of living increase for eligible employees as part of the 2017 Budget”.

**Carried.**

**7.) Correspondence**

**(a) MNRF-Bill 39, Aggregate Resources and Mining Modernization Act**

Read. Noted. Filed.

**8.) Disbursements**

The following resolution was passed:

May 15, 2017  
Regular Meeting of Council

Resolution 2017-77:

*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 \$41,797.60”.

**Carried.**

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

None.

### **10.) Councillor and Miscellaneous Reports**

#### **(a) Tourism - Free Island Tour for 2 People**

The Mayor picked the name ‘John Cooper’ out of an envelope that contained a total of 64 names, which were submitted to the Pelee Island Booth during the Windsor Essex Staycation Expo at Devonshire Mall on April 28 and 29, 2017.

The CAO/Clerk confirms that she will make arrangements to contact the winner.

#### **(b) Pelee Islander Dry-Docking –Response to Township Letters**

The Deputy Mayor inquired if the CAO/Clerk has received a response from any of the entities that were sent a letter regarding the current dry docking of the Pelee Islander, which addressed Council’s concerns and mismanagement of assets, scheduling and communication.

The CAO/Clerk confirmed that she has not received a response and that she will touch base with those who were sent a letter.

#### **(c) Pelee Island Library – Building Permit Renewal**

Councillor Wiper reminded Council that the Library required a Building Permit in 2012, wherein the Township waived the fee at that time. She advised that the Library needed to reapply for the Permit, and asked Council to waive the \$150.00, Building Permit Fee.

May 15, 2017  
Regular Meeting of Council

The following Resolution was passed:

Resolution 2017-78:

*Moved by:*

*Dayne Malloch*

*Seconded by:*

*Aurella Moritz*

“Be it Resolved that the Council of the Township of Pelee hereby supports Library Boards request to waive the \$150.00, Building Permit Fee”.

**Carried.**

### **11.) In Camera**

*(a) Solicitor-Client Privilege [Sec. 239(f)]*

*(b) Personal Matters about Identifiable Individuals [Sec. 239(b)]*

The following Resolution was passed:

Resolution 2017-80:

*Moved by:*

*Dayne Malloch*

*Seconded by:*

*Dave DeLellis*

“Resolved that the Council of the Township of Pelee hereby resolves to **move into** a closed meeting session regarding *Solicitor-Client Privilege [Sec. 239(f)] and Personal Matters about Identifiable Individuals [Sec. 239(b)]* at 10:31p.m.

**Carried.**

The following Resolution was passed:

Resolution 2017-81:

*Moved by:*

*Darlene Wiper*

*Seconded by:*

*Aurella Moritz*

May 15, 2017  
Regular Meeting of Council

“Resolved that the Council of the Township of Pelee hereby resolves to **move out of** a closed meeting session regarding *Solicitor-Client Privilege [Sec. 239(f)] and Personal Matters about Identifiable Individuals [Sec. 239(b)]* at 11:10 p.m.

**Carried.**

**12.) By-Laws**

**(a) By-Law 2017-18;** Being a By-Law to Confirm Proceedings

The following resolution was passed:

Resolution 2017-79:

*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 2017-19 being a By-Law to confirm proceedings for this May 15, 2017 Regular Meeting of Council”.

**Carried.**

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**Rick Masse, Mayor**

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**Katrina DiGiovanni, CAO/Clerk**