

Minutes of a Regular Meeting of Council of the
Corporation of the Township of Pelee
held at the Royal Canadian Legion Hall
on May 20, 2015

Present:

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

Staff: Wayne Miller, CAO
Katrina DiGiovanni, Deputy Clerk
Michelle Feltz, Deputy Treasurer
Paul Feltz, Roads Superintendent

1.) Agenda

The Mayor presented the agenda with the following additions and corrections;

- New Business 6. c) Canada 150 Infrastructure Program
- d) Caywood Basketball Court Donation
- e) Budget Discussions

The Mayor also commented that By-Law 2014-14 would be delayed until the postings are made for the zoning by-law changes.

Moved by: Dave DeLellis

Seconded by: Darlene Wiper

2.) Minutes

a.) The minutes for the Regular Meeting of Council held on May 4, 2015 were presented and adopted.

May 20, 2015
Regular Meeting of Council

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

Carried.

3.) Disclosure of Pecuniary Interest

None

4.) Petitions and Delegations

a.) Update from Pelee Quarry Music Series

Mayor Masse introduced Patricia Fell on behalf of the Music Series, Ms. Fell stated that she wanted to update Council on the progress they have made. She stated that they were now associated with optimist international which has increased their liability insurance. Ms. Fell commented that the Friends of the Library will now be catering all the events to bring in donations and that there has been a lot of fundraising done to build picnic tables, and further that the shop teacher and students at Kingsville high school will be building them.

Ms. Fell asked if some potholes at the top of the quarry entrance could be repaired and if a pile of cold patch could be removed before the beginning of the series and if an alternate spot could be found to store it in the future. The Roads Superintendent, Paul Feltz, commented that the cold patch would be moved this week. Further discussion continued on the past expectations of shared use of the quarry space. Mayor Masse suggested that another space be found to store the cold patch and that the municipality fill the potholes at the top of the quarry. Mayor Masse stated that the previous Council fully supported this venture and that administration should do what it can to accommodate requests. Council was in support of the Mayors recommendations and stated again the full support of Council.

b.) Transport Canada; North Wharf

Mayor Masse stated that Council had requested clarification on the possible closure of the North Wharf and stated that it was one of three entrance ways into the community and an important piece of infrastructure. Gail Crossman stated that a letter was recently sent out to all municipalities about a new program called the Port Asset Transfer Program that began in April of this year. Ms. Crossman stated that the North wharf is one of the assets that has been listed as part of the program. Ms. Crossman further clarified the program and outlined other assets in the Province. She went on to state some key factors including timelines to progress and move things forward much quicker than with divestitures. She further discussed the program and clarified the expectations, stating that the letter sent initiates the engagement phase and then a sales phase is

May 20, 2015
Regular Meeting of Council

entered, which should be announced in summer and once announced will allow for governments to acquire the asset as a sale and be the first to bid if it is for a public purpose.

Ms. Crossman further outlined the timelines of the program and what is included in each phase of the program. Mayor Masse addressed Ms. Crossman and asked if it was acquired for public use, how long that requirement must stand. Ms. Crossman addressed Wanda Campese to find the answers to those questions. Further discussion ensued and further clarification was given on the program. Mayor Masse stated that he believed the first step in the process would be to send in a letter of intent. Ms. Crossman stated that if no offers of sale were received then the asset will go into a divestiture with the same pecking order and also stated that if the municipality was waiting for divestiture there is a risk it could be acquired through private sale.

Ms. Crossman stated that due to safety concerns of vehicles and pedestrians there will have to be barriers placed, but that nothing would be placed until further consultation was done. Ms. Crossman stated that an option was to install a gate for vehicles that would be locked until access must be gained for water haulers but pedestrians would still be able to walk on the wharf. Ms. Crossman commented that there was a concern of safety and liability that has to be reduced so no one in community gets hurt. Mayor Masse stated that the fire department uses that wharf to draw water and needs to do so without impediments. Ms. Crossman stated they would not go forward without having a full discussion. Councillor Malloch asked if there was anything the township could do in the meantime to reduce liabilities, improve safety and if there was a possibility of leasing the wharf. Ms. Crossman stated that she would be open to discussions but would need to look further into leasing something when they are concerned about safety.

Councillor Malloch stated that he would support going through with the first stage, but is also interested in a potential agreement for a lease for this year. Further discussion continued about liability and safety concerns and ways to address them through a lease. Ms. Crossman said she could provide the township with what would be required to meet safety standards.

Councillor Malloch also stated that the township had purchased the Bonnett Building and stated that in the past there was an agreement with Transport Canada to lease property for the well and stated that he had previous documentation that he could provide. Malloch stated that this well would be a much better water source for the Marina. Ms. Crossman stated that a license is usually done for this and it could be explored.

Mayor Masse thanked Gail Crossman and Wanda Campese for the clarification on the program and the North Wharf as well as for attending the meeting.

5.) Old Business

None.

May 20, 2015
Regular Meeting of Council

6.) New Business

a.) Official Plan Amendments for Community Improvement

The CAO stated that there are two proposed official plan amendments, one being a community improvement plan that needs to be included in the official plan to provide for the ability to prepare a community improvement plan. The CAO asked for Council to review the wording and decide if they wanted to move forward with the amendment being advertised.

The CAO stated that the second amendment would be maintenance and occupancy standards to update the property standards by-law but that this policy must be in the official plan before the new Property Standards By-Law could be adopted.

The following resolution was passed:

Resolution 2015-56

Moved by:

Dayne Malloch

Seconded by:

Darlene Wiper

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the CAO’s report on the Community Improvement Amendments for the Official Plan and further that the CAO’s recommendations be moved forward with to advertise for the changes”.

Carried.

b.) Proposed Zoning By-Law Changes: Trailer By-Law

The CAO stated that this proposed by-law reflected what was previously discussed. Mayor Masse asked if the Official Plan would need to be changed as well. The CAO stated that this issue falls under the zoning by-law.

The following resolution was passed:

Resolution 2015-57

Moved by:

Dayne Malloch

Seconded by:

Dave DeLellis

May 20, 2015
Regular Meeting of Council

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the CAO’s report on the By-Law for proposed zoning changes in regards to trailers and further that the proposed by-law be moved forward with”.

Carried.

c.) Canada 150 Community Infrastructure Program

The CAO outlined the program for rehabilitation to existing assets, and the categories that were included in the program. He stated that grant funding was up to 50% and has to begin in 2016 and be completed within two years. The CAO stated that some of the projects to consider were the campground and town hall upgrades, but that the best use would be for upgrades to the Heritage Centre. The CAO commented that the township owns the building and is responsible for maintaining it; he further stated a number of outstanding issues, such as heating, washrooms, roof, lift for accessibility, as well as the exterior of the building needing to be addressed. The CAO stated that it would be a conservative estimate of \$100,000 to complete all necessary works and that the Heritage Centre believed they could fundraise for a portion with the township providing the remainder.

The CAO proposed to work with the Heritage Centre on the grant application and that a heating system estimate should be done this week.

Councillor Malloch asked if the money could be disbursed amongst projects. The CAO stated that it had to be all for one project. Further discussion continued on the possibilities for the grant application and work that needed to be done. Councillor Malloch agreed to move forward with the application, but suggested to apply for the maximum amount of funding. Deputy Mayor DeLellis asked if the township could afford to cover 50% of the work and the CAO responded that there would be some flexibility with debt that has been paid off and the money that the Heritage Centre would contribute.

The following resolution was passed:

Resolution 2015-58

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

May 20, 2015
Regular Meeting of Council

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the CAO’s recommendation for the Canada 150 Infrastructure Program and further that the grant be applied for, for improvements to the Heritage Centre and further still that the application be brought back to the next meeting”.

Carried.

d.) Basketball Court Donation

Mayor Masse stated that a family on the island wanted to donate funds to put in a basketball court at the east park campground property. Deputy Mayor DeLellis stated that he met with the family and they stated they would like to donate half a court and asked for a quote first and further asked if there were additional funds to put in with the donation to expand the project. Deputy Mayor DeLellis then declared a conflict as the Caywood’s had asked him for a concrete quote.

Mayor Masse stated that a grant program would have to be looked into. Mayor Masse stated that at this point they were looking for support and that administration could look into grant money or further donations.

The following resolution was passed:

Resolution 2015-59

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the Caywood’s donation proposal and further to have administration move forward and bring back further information on costs and placement of the court”.

Carried.

e.) Budget Discussions

The CAO introduced a graph outlining the tax rates of neighboring municipalities and displayed how Pelee compared and commented that Pelee was about average within the county.

May 20, 2015
Regular Meeting of Council

The CAO highlighted the summary page of the budget and stated that the budget was now balanced with proposed and discussed changes. Councilor Malloch asked what the tax rate increase was based on and the CAO stated it was 5% but about 3.5% after the school board rate reduction.

The CAO outlined changes, additions and reductions through departments in order to balance the budget.

The CAO stated that the Administrative budget had a lot of changes including increasing the tax rate, and showing the surplus from 2014. Further discussion continued on tax rate increases and assessments. The CAO further outlined areas that were recalculated and minor changes made within departments.

Councilor Letkeman addressed the CAO about ending the contract with O.P.P. and taking up contract with another source, to reduce costs. CAO stated that the percentage is relatively small and other options would be cost prohibitive.

The CAO addressed changes within the Roads Budget and addressed the safety barrier at the end of West Pump Road, the CAO commented that it was determined to change the yield sign to a stop sign and put up reflective signage at the end of the road. The CAO commented that gravel and dust suppressant was not cut this year to avoid having to pay more in the future.

The CAO outlined the capital projects that were reduced such as work on the Campground building, and work at the Transfer Station and the Municipal building. The CAO commented that if the 5% increase was not desirable then more cuts would need to be made; he further stated that it was more of an increase than anyone wanted but with agreements with the ministry we have to agree to help ourselves.

Mayor Masse stated that he would support what the CAO had suggested and commented that this may help to end to the commitment with the Province and further tax rate increases may not have to be as significant, depending on what Council wants to do for the community in the future. Councillor Wiper stated that she agreed with the CAO and stated it was not favorable to have a 5% increase, but it is a necessity to be able to move forward and complete projects as well as accommodate for the increased costs to get projects completed on the Island. Mayor Masse stated that if things keep getting put off it will be more costly in the future. The CAO stated the impact it would have on properties in terms of assessments and dollar value increases. The CAO further highlighted what the increase would cover in terms of the operating budget and capital expenses. The CAO stated that if this increase was approved the township could pay for minor capital projects from current funds, which we have not been able to do in the past. The CAO went on to highlight areas of expense and savings and highlighted paid off loans and the room it would provide in the budget.

May 20, 2015
Regular Meeting of Council

Further discussion continued on the budget and possible tax rate increases and spending as well as historical tax rate increases and the impacts due to the changing assessment base. The Deputy Treasurer stated that those being affected included farm properties, which all went up in assessment, as well as anyone with a building permit that had closed.

Councillor Malloch stated that he supported the increase in order to get necessary projects completed and be able to move forward. Mayor Masse clarified that it should be noted that with the school board reduction it would be a 3.58% tax rate increase. Deputy Mayor DeLellis stated that there was a lot of services not offered on the Island that are paid for by taxes on the mainland. The CAO highlighted services that are subsidized on the Island that are not typically in other municipalities such as the marina, campground and the pheasant farm, in order to support and attract tourists and businesses. He went on to state the services on the Island may not be reflective of the mainland but are reflective of the needs and demands on the Island.

Further discussion continued on Island services and comparison with the mainland and how more residents can have access to the services the Island does have. Deputy Mayor DeLellis commented on the roads budget and stated he understood it needed to be done sooner or later and asked if the money spent would solve a lot of the problems on the roads. The Roads Superintendent said it was not going to solve the problem and the roads were way behind on the necessary work. Further discussion continued on the need for attention and money to be spent on the roads. The Roads Superintendent stated and that it was necessary to put the gravel on to save what is left of some of the roads, because so much has been lost due to lack of maintenance, due to budget restrictions.

The CAO stated that the asset management plan had to be completed by the end of the year in order to give a better picture of what capital funds are needed.

Councillor Malloch moved to accept the budget as presented, with the 5% tax rate increase.

Mayor Masse thanked the CAO and administration for the work and dedication that went into this budget.

The following resolution was passed:

Resolution 2015-60:

Moved by:

Dayne Malloch

Seconded by:

Pete Letkeman

May 20, 2015
Regular Meeting of Council

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to increase the tax rate by 5% and further that the 2015 budget be accepted as presented by the CAO”.

Carried.

7.) Correspondence

a.) Ministry of Tourism, Culture and Sport Update on Legislation to Improve Trails

Mayor Masse stated that this funding needed to be accessed in order to improve trails.

b.) Letter from OPP Billing Models

Mayor Masse addressed the OPP letter and stated that their feeling was that we were paying less than the service the township was receiving and asked Council if they would like to continue with the current resolution to pay 2014 rates. Councillor Malloch asked if there was a possibility to get together with other small rural municipalities to see if pressure can be put on the province.

Mayor Masse suggested a letter be written to AMO to state concerns. Further discussion continued on possible solutions. Councillor Malloch stated that he believed the township should continue with the same practice as previously agreed upon.

c.) Letter from Transport Canada about Port Transfer Program

Addressed in delegations by Gail Crossman.

8.) Disbursements

The Mayor presented disbursements to Council.

Councillor Malloch asked about the payment to RIGGS Engineering for the Marina dock replacement and stated concern about cleaning up the rest of the project and if the project had been signed off on yet. The CAO stated that RIGGS was coming back to inspect and to ensure the Marina Manager was made aware of concerns.

The following resolution was passed:

Resolution 2015-61:

Moved By:

Pete Letkeman

Seconded By:

Dayne Malloch

“Be it 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 \$258,517.53”.

Carried.

9.) Boards and Committees

10.) Councillor and Miscellaneous Reports

a.) AMO Conference

Mayor Masse asked if there was any interest in attending the AMO conference this year and if there was a need to sign up to be a part of delegations. The CAO stated he didn't believe there were any issues or delegations to speak with Ministers on. The CAO stated it would be helpful for someone to attend, but that no presentations would be necessary.

b.) Committee Meetings

Deputy Mayor DeLellis asked if there would be any meetings scheduled with the transportation committee and the Environmental Advisory Committee. Councillor Letkeman stated that there were discussions about scheduling a meeting with the Environmental Advisory Committee. The CAO stated there was no date currently for transportation but that he would send out correspondence. The CAO addressed Ed Stollar about policing committee meetings and he said the chief would be coming over and he would let Deputy Mayor DeLellis know when the meeting would be.

11.) In Camera

a.) The CAO stated that there was an in camera item to discuss a property matter.

The following resolution was passed:

Resolution 2015-62

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to move in camera to discuss property matters”.

Carried.

May 20, 2015
Regular Meeting of Council

The matter was dealt with and Council moved out of in camera, following the Mayor's adjournment at 10:10 p.m.

12.) By-Laws

- a.) Mayor Masse presented by-law 2015-14 being a by-law to confirm proceedings for this May 20, 2015 meeting.

The following resolution was passed:

Resolution 2015-62

Moved by:

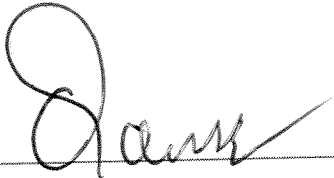
Darlene Wiper

Seconded by:


Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-14 being a by-law to confirm proceedings for May 20, 2015”.

Carried.



Mayor, Rick Masse



CAO, Wayne Miller