Minutes of a Regular Meeting of Council of the

Corporation of the Township of Pelee

held at the Royal Canadian Legion Hall

on November 16, 2015

**Present:**

Mayor: Richard Masse

Deputy Mayor: Dave DeLellis

Councillors: Darlene Wiper

Dayne Malloch

Pete Letkeman

Staff: Wayne Miller, CAO

Katrina DiGiovanni, Deputy Clerk

Delegations: Paul Feltz, Roads Superintendent

1. **Agenda**

The agenda was presented for adoption.

*Moved by:* Darlene Wiper

*Seconded by: Dave DeLellis*

Carried.

**2.) Minutes**

a.) The minutes for the Regular Meeting of Council for October 20, 2015 were presented and adopted.

*Moved by:* Darlene Wiper

*Seconded by: Dave DeLellis*

Carried.

**3.) Disclosure of Pecuniary Interest**

None.

**4.) Petitions and Delegations**

1. **Road Maintenance-Paul Feltz**

Mr. Feltz stated his concerns over a resolution passed at the last Council meeting about placing signage when any gravel is being laid. He commented that he was disputing the resolution for the situation of doing rolling road work, and stated that the roads department was following MTO regulations. Mr. Feltz outlined regulations that pertained to this work and road classifications. Mr. Feltz outlined their practices for completing different types of work and their use of signage. He further stated that they had adopted MTO regulations when doing road work in early 2000. Mr. Feltz asked for resolution to be removed because they were operating under MTO regulations when completing any type of road work. Councillor Malloch stated his opinion if there are situations when gravel is being laid signs should be placed to increase safety. Councillor Letkeman suggested putting road work ahead signs on either ends of the road. Further discussion continued on the situation and possible solutions. Mayor Masse commented that loose gravel signs should be up after work to make people aware of fresh gravel being laid. Further discussion continued and it was determined that costs of loose gravel signs be looked into. Deputy Mayor DeLellis read the resolution and discussion ensued if amendments should be made. Discussion continued to amend the resolution.

The following Resolution was passed:

Resolution 2015-143:

*Moved by: Dave DeLellis*

*Seconded by: Dayne Malloch*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby instructs the Roads Department to post appropriate warning indicators during road work where road conditions require and that Resolution 2015-140 is amended”.

Carried.

Mr. Feltz suggested that Council meetings be moved to 5:00pm or 5:30pm in the winter for safer driving conditions due to lack of staff to clear the roads at night time. Council was in agreeance with the time change for meetings.

The following Resolution was passed:

Resolution 2015-144:

*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 Council meeting times to 5:30pm from January to March”.

Carried.

**5.) Old Business**

**(a) CAO Report on Campground Proposal**

The CAO outlined the purpose of his report and what the leasees had in mind for changes at the campground and commented on the terms of the lease, as well as the amount of the lease being equivalent to property taxes. The CAO went on to highlight some areas of the lease, such as the tax assessment if the land was leased. The CAO then highlighted the financial situation of the Campground over the last five years and addressed areas of expense. The CAO moved on to do a comparison between the current operation of the campground and operation by a leasee.

Councillor Malloch commented on the proposal and asked for some clarification on the proposal and discussion ensued on the proposal and terms of the lease. Mayor Masse commented that the savings that would be gained is not enough to give up control of the campground. Councillor Wiper stated that she was not comfortable putting employees out of work and that improvements previously recommended by Campground staff needed to be moved forward with. Councillor Wiper commented that fees were quite low and could be increased, she stated she would recommend the Township not leasing out the Campground. Deputy Mayor DeLellis commented on the capital expenditures and inquired what this work was; the CAO stated that it was mould remediation. Deputy Mayor DeLellis brought up some points of concern such as laundry facilities, and if the septic system was big enough to accommodate this. The CAO commented that it would need to be upgraded. Mr. Goulden outlined the current septic issues and improvements that were required. Deputy Mayor DeLellis also commented on the basketball court donation and said this should be kept outside the lease agreement. Councillor Malloch stated his suggestion would be to respond that based on the current proposal, the lease should not be accepted. Mayor Masse asked if council wanted staff to go back and negotiate the terms of the lease and use more administrative resources. Mayor Masse commented that if money were to be made with this proposal then it may be a different outcome. Further discussion continued on the proposal.

The following Resolution was passed:

Resolution 2015-145:

*Moved by: Dayne Malloch*

*Seconded by: Pete Letkeman*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby does not accept the Campground proposal as presented and that a counter proposal be requested from the leasee, and further that a response be asked for on the December 7th council meeting”.

Carried.

**6.) New Business**

**(a) Budget to Actual as at September 30, 2015**

The CAO stated that he was hoping for the next meeting to compile a list of areas where we will be under budget and transfer that money into reserves. The CAO highlighted some of these areas such as gravel and dust suppressant. Councillor Malloch asked if Mr. Feltz could look into a better tool for roadside maintenance, being the chopper. The CAO stated council should send in recommendations for 2016 capital expenses.

The following Resolution was passed:

Resolution 2015-146:

*Moved by: Darlene Wiper*

*Seconded by: Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby moves to accept the Budget to Actual statements, ending September 30, 2015”.

Carried.

**(b) Pelee Motion Trolley Proposal-Clayton Walls**

The Mayor outlined the proposal and asked if there was interest in supporting this project. Discussion ensued on gas tax funding for municipal public transit systems. Mayor Masse asked if council wanted to spend administrative resources to follow up on this proposal and make a recommendation.

The following Resolution was passed:

Resolution 2015-147:

*Moved by: Darlene Wiper*

*Seconded by: Pete Letkeman*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby advises administration to examine the Pelee Motion Trolley system, and give a recommendation to Council”.

Carried.

**(c) Trailer License Application-Linda Sinasac**

Mayor Masse commented that this application may be premature and the by-law does not come into effect until 2016. The CAO commented that this was the only application to date, and stated fees would not be charged until May. Discussion continued on the situation and the new by-law. Mayor Masse suggested that administration handle the application and that the applicant be advised that an application is not needed for 2016.

The following Resolution was passed:

Resolution 2015-148:

*Moved by: Dayne Malloch*

*Seconded by: Darlene Wiper*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby advises administration to handle the application presented by Linda Sinasac for Trailer Licensing and that the applicant be advised that an application is not needed for 2016”.

Carried.

**7.) Correspondence**

**None.**

**8.) Disbursements**

The Mayor presented disbursements to Council. Councillor Malloch asked about the MIII water project and if there were any further payments that would be made to Finnbilt. The CAO stated that that there was still a holdback and some deficiencies that needed to be corrected. Deputy Mayor DeLellis asked about the overhead spout for truck filling and stated his concerns about the frame being too low for larger trucks. The CAO stated he would ask the Environmental Services Manager about this.

The following resolution was passed:

Resolution 2015-149:

*Moved By: Dayne Malloch*

*Seconded By: Dave DeLellis*

“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 $332,284.73”.

Carried.

**9.) Boards and Committees**

**(a) Environmental Advisory Committee Terms of Reference**

Mayor Masse commented that there was a piece missing in the terms of reference with the mitigation of the Endangered Species Act and how it relates to the Official Plan. Mayor Masse stated his impression of this committee was to develop a bank of knowledge and that mitigation should be included in the terms of reference. Councillor Letkeman stated this could be added, discussion continued on the terms and the use of the committee.

Deputy Mayor DeLellis asked if the Ministry of Natural Resources & Forestry meeting had been set up and the CAO commented that all their dates had been filled up and it would be deferred until spring.

The following Resolution was passed:

Resolution 2015-150:

*Moved by: Pete Letkeman*

*Seconded by: Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts the Environmental Advisory Committee’s Terms of Reference, with the inclusion of mitigation strategies”.

Carried.

**(b) Policing Committee Application-Ian Sinclair**

The CAO stated that Mr. Sinclair had submitted an application to the policing committee and that he would be a good asset. Deputy Mayor DeLellis stated that he was removed from the policing committee and asked if another member wanted to take the chair position. Mayor Masse stated that he would take the position. Deputy Mayor DeLellis commented that he had a request that mileage be paid for committee members responding to calls, the Mayor suggested that the question be raised officially to council by the committee.

The following Resolution was passed:

Resolution 2015-151:

*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 application from Ian Sinclair to be appointed to the Policing Committee, and further that Dave DeLellis be removed as Chair and Rick Masse be appointed as Chair of the Committee”.

Carried.

**(c) Tourism Committee Minutes & Resolution**

Mayor Masse outlined the recommendations of the tourism committee after the last meeting. Mayor Masse highlighted the recommendations, one being having small drinking water system number with the rationale that the township would be representing these businesses as advertisements and it was important to recommend only those business that were up to health unit standards. Discussion continued on the recommendations and how to move forward.

The following Resolution was passed:

Resolution 2015-152:

*Moved by: Darlene Wiper*

*Seconded by: Dayne Malloch*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the Tourism Committee Meeting Minutes from November 8, with the following recommendations:

1. That any business advertising with the Township of Pelee be required to have an approved small drinking water system with the Windsor Essex County Health Unit.
2. That the proposed tourist sign and bench placements be approved in principle and forwarded to staff for review.
3. That an application be prepared for RED funding to address branding and marketing”.

Carried.

**10.) Councillor and Miscellaneous Reports**

1. **Mayor Masse- Dave Van Kesteren Meeting**

Mayor Masse stated that MP Van Kesteren had requested to meet with council and the CAO on November 30th, 2015. He asked council to let the CAO know who would be attending. Mayor Masse commented that this would be a good opportunity to have a conversation and highlight concerns currently present on the Island.

1. **Dayne Malloch-2015 Hunts**

Councillor Malloch asked the CAO how the hunt numbers were this year. The CAO responded that overall the hunt numbers were down, and the cleanups were currently below budget. He also stated that expenses were down a little and that the hunt report would be presented to council after the last cleanup hunt.

**11.) In Camera**

**None.**

**12.) By-Laws**

1. **By-Law 2015-46**: Being a By-Law to Enter in a Contract with Windsor Disposal Services

Deputy Mayor DeLellis asked if there was any way to separate plastic from aluminum. Discussion continued on the possibilities of separation and cost savings. The CAO commented that it would be looked into to see if this was a possibility.

The following Resolution was passed:

Resolution 2015-153:

*Moved by: Darlene Wiper*

*Seconded by: Pete Letkeman*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-46 being a by-law to enter into a contract with Windsor Disposal Services”.

Carried.

The following Resolution was passed:

Resolution 2015-154:

*Moved by: Darlene Wiper*

*Seconded by: Dayne Malloch*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby directs administration to look into the separation of aluminums and plastics at the Transfer Station”.

Carried.

1. **By-Law 2015-47;** Being a By-Law to Authorize Civil Marriage Solemnization Ceremonies

The following Resolution was passed:

Resolution 2015-155:

*Moved by: Dayne Malloch*

*Seconded by: Dave DeLellis*

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2015-47 being a by-law to authorize Civil Marriage Solemnization Ceremonies”.

Carried.

1. **By-Law 2015-48;** Being a By-Law to Confirm Proceedings

The following Resolution was passed:

Resolution 2015-156:

*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 2015-48 being a by-law to Confirm Proceedings”.

Carried.