

Minutes of a Regular Meeting of Council of the
Corporation of the Township of Pelee
held at the Royal Canadian Legion Hall
on September 7, 2016

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

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

Delegations: Joe Burton, Lilian Hostens, Patricia Fell

1.) Agenda

The agenda was presented for adoption and adopted.

Moved by: Darlene Wiper

Seconded by: Dave DeLellis

Carried.

2.) Minutes

a.) The minutes for the Regular Meeting of Council for August 8, 2016 were presented and adopted.

Moved by: Dave DeLellis

Seconded by: Darlene Wiper

Carried.

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3.) Disclosure of Pecuniary Interest

None.

4.) Petitions and Delegations

(a) Joe Burton-Campground Proposal

Mr. Burton gave background of his employment at the campground and his interest in increasing the profitability at the campground, with a mini-putt golf course. He commented that the proposal was formed the way it was because of the small budget at the Campground, and that he would be covering the costs of materials for set up and operating costs for the maintenance. Councillor Wiper asked where he was looking to set up the course, he responded that he was looking at the over flow camping area or the area directly to the right or left of the store. Councillor Letkeman asked for clarification on the course set up. Mr. Burton stated that he would build the mini golf course and was looking at greens that were 2 feet wide by 10 feet long and would install approximately 10 of them. Councillor Malloch asked for clarification on the revenue breakdown, with 80% of revenue going to Mr. Burton. Mr. Burton confirmed, and stated he decided to use a percentage because at this point he could not estimate the amount of revenue it will bring in. Deputy Mayor DeLellis asked about the ability to remove the course, Mr. Burton stated it could be moved over the winter and during any special events.

Mayor Masse stated that he would like to see a map or layout of the course before moving forward and have input from the Campground Manager. Deputy Mayor DeLellis agreed with Mayor Masse, and stated that before moving forward, he would like to consult with Pelee Unplugged coordinators to take their setup into consideration. Mayor advised Mr. Burton to include in his proposal what the municipal employees would be responsible for and the logistics that would be involved. Mayor Masse recommend that Mr. Burton expand on the proposal, and what the possible success rate may be as well as the layout. Councillor Malloch agreed, and commented that an activity at Campground would be positive, and a spot that wouldn't have to be moved and could be built on should be looked into.

(b) Lilian Hostens Loop-Trailer By-Law

Mrs. Hostens provided a history of her trailer on the property. She stated that she did not want to use their trailers for habitation, and that the conditions were unfit for living. She continued to provide information and respectfully asked for an exemption for the storage issue. Mr. Foster, the By-Law Enforcement Officer commented on what he saw during the inspection, and commented that there were beds inside. Councillor Wiper stated that if she wanted to use the trailer for storage than the beds should be removed. Discussion continued on Mrs. Hostens situation and it was

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recommended to clear out the storage trailer in order to qualify.

(c) Patricia Fell-Quarry Series Update

Ms. Fell began with an update on the success of the quarry farmers market, with an attendance of approximately 1400 people. She stated that the events were operated as a community service with no charge to the vendors and that they are looking forward to continuing next year. She then moved on to comment on their music and artist performances. Mrs. Fell stated that they were still working towards making an all stone amphitheater, and that grants were available, but that they still require additional fundraising. She commented that they still needed \$4000 to complete the project and asked Council to consider contributing anything possible and that no funds would be required until 2017 and would be a onetime donation. Councillor Wiper made a motion to see if a donation could be worked into the 2017 budget and recognized the contribution they have made to the Island and community members.

The following resolution was passed:

Resolution 2016-120:

Moved By:

Darlene Wiper

Seconded By:

Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to look at a donation to the Stone & Sky Music Series of \$1,000.00 in the 2017 budget to move forward with their amphitheater proposal”.

Carried.

5.) Old Business

(a) Terri Bergan-Trailer Exemption Follow Up

Mayor Masse asked if there were any questions or concerns and that he is still supporting that Mrs. Bergan follow the by-law and pay the fees. The Deputy Treasurer commented on the assessment of the property and the taxes being paid on the two properties versus neighboring single lots. Discussion continued on the state and assessment of the lot. Deputy Mayor DeLellis stated that the property owner should explore other avenues to address her tax issues with MPAC.

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Councillor Letkeman suggested a \$50 a month fee instead of the vacant lot fee. Discussion continued on the building permit process and timeframe. Councillor Malloch stated that he believed she should be considered for reduced fee. The Deputy Treasurer commented on other vacant lots in the same area and that assessments in that area would be increasing 8-10%. Discussion continued on relative assessments. Councillor Wiper commented that the original resolution should stand. Council agreed that there are other options the landowner can explore and directed administration to write a letter and present her options.

6.) New Business

(a) Deputy Treasurer-2017 Budget Process Changes

Deputy Treasurer, Michelle Feltz stated that she has been working on streamlining the budget process and stated that managers were given capital worksheets in August, and that when capital requests come to council it will include much more detail such as specific equipment and justifications. She also stated that council would be receiving their own worksheets to identify their capital projects moving forward. Mrs. Feltz commented that she would like to bring the capital budget to council in November for approval so that the entire budget can be approved earlier in 2017.

(b) Surplus Lands-Lorain Lane & Patsy Lane

The CAO stated that he needed Council to pass a resolution to declare the road allowance between lots 107/108 surplus on Lorain Lane, based on a request from a neighbor to purchase the road allowance. He also commented on the township lot on Patsy Lane to be declared as surplus. Deputy Mayor DeLellis asked about the status of the survey on Lorain Lane, the CAO gave an update and stated that some of the owners did not want to participate. Discussion continued on the state of the project and the issues that have arisen. Councillor Malloch stated that he was in favor of selling the surplus land, but that it may be in the township's best interest to hold on to the allowance until the Round Marsh pump house is completely decommissioned. Discussion continued on the decommissioning project and timeline. The CAO stated it still had to be surveyed and posted for sale prior to any action. Councillor Malloch and Letkeman stated they did not want to move forward until Round Marsh decommissioning was completed. The CAO stated he would provide an update on the decommissioning of Round Marsh. Mayor Masse gave a directive to bring the report back to the next council meeting and have pictures and surveys of the area on Lorain Lane and Patsy Lane.

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The following resolution was passed:

Resolution 2016-121:

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 defer the matter of surplus until the next meeting of Council and that Council be provided with maps and surveys of the area in question”.

Carried.

(c) CAO Report on OCIF Application

The CAO stated that the previous application did not meet the grant criteria, but that now the criteria has changed and takes into account urgency of repair. Mayor Masse suggested applying for both suggested projects. Councillor Malloch asked about the funding ratio, the CAO stated it was 90/10 for the Township. Discussion continued on the grant requirements and funding.

The following resolution was passed:

Resolution 2016-122:

Moved By:

Pete Letkeman

Seconded By:

Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby accepts the report from the CAO on the OCIF grant program and further that the project on West Pump be applied for”.

Carried.

(d) Warkentin-Construction Use Trailer Extension

The following resolution was passed:

Resolution 2016-123:

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 grants the request from Dawn Warkentin for a construction use under the zoning by-law”.

Carried.

7.) Correspondence

None.

8.) Disbursements

The following resolution was passed:

Resolution 2016-124:

Moved By:

Darlene Wiper

Seconded By:

Dave DeLellis

“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 \$203,172.71”.

Carried.

9.) Boards and Committees

(a) Tourism Committee Resignation

Mayor Masse commented on Cathy Miller’s resignation from the Tourism Committee and thanked her for her work on the committee. Mayor Masse commented that a posting be made in the Grapevine to fill the vacant position.

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(b) Policing Committee Mileage

Mayor Masse stated that he was requested by policing committee to request paying the standard mileage rate when committee members need to attend OPP calls or requests.
The following resolution was passed:

Resolution 2016-126:

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 the policing committee to have mileage paid for when assisting”.

Carried.

10.) Councillor and Miscellaneous Reports

a) Mayor Masse-Ferry Naming

Mayor Masse requested support from Council in naming the new ferry the Pelee Island II.

The following resolution was passed:

Resolution 2016-127:

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 support naming the new ferry the Pelee Islander II and request that support be asked for from Kingsville and Leamington”.

Carried.

b) Mayor Masse-Follow Up on AMO Delegations

Mayor Masse began an outline of the delegations at AMO. He stated that the township would need to make an application with the Ministry of Tourism, Culture & Sport for grant funding in 2017 for the 2018 sailing season. He stated that MNR was spoken to about the state of the Lighthouse Trail and the repairs required to the trail and the lighthouse, he commented that they did not seem supportive in creating a wheelchair accessible trail, but that they may be able to improve the foot trail. He stated that there would be a meeting with Ontario Parks at the end of September and that they would give an indication of what could happen at that point. Discussion continued on possibilities with the trail.

Mayor Masse then commented on the delegation with the Minister of Correctional Services & Community Safety and stated that it was very positive and that he understood the ramifications of the formula and that the Minister would speak with the Ministry of Municipal Affairs & Housing and the Ministry of Finance to come up with a solution. Deputy Mayor DeLellis asked about the discussion that was had and what points were made. Mayor Masse outlined the speaking points. Discussion continued on the delegation. Deputy Mayor DeLellis asked about writing a letter thanking him and summarizing the points of concern, the Deputy Clerk stated that the Minister was also left with all speaking points and supporting information.

c) Councillor Wiper-Library Progress

Councillor Wiper stated that the Library Board was getting closer to their goal and that heating and cooling had been installed and that they were waiting for the electrician to hook up the hydro. She commented that the next big concern was the water system. Councillor Wiper stated that she would like to request a meeting with the Greater Essex County District School Board to discuss the possibility of connecting to their water system or if they should look at the Environmental Services Managers suggestion of a cistern. Councillor Wiper asked for assistance from administration, the Deputy Clerk stated that she would help with the requests. Discussion continued on the possibilities for water systems and points of contact.

d) Dayne Malloch-Road Signs

Councillor Malloch asked if the construction signs could be removed from West Pump and Centre Dyke. Deputy Mayor DeLellis suggested leaving the loose gravel signs up. The Deputy Mayor also asked about trimming around the stop sign at the filling Station. The Deputy Clerk stated it was not a municipal roadway or sign. The CAO stated he would get Transport Canada approval to trim bushes.

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e) Dayne Malloch-Marina Water System Upgrades

Mayor Masse stated that there was a directive from MOECC to the Co-op concerning contamination of the groundwater affecting the well on-site and they would be unlikely that the township could use that well due to contamination. Mayor Masse stated that this was currently an issue with MOECC and the Co-op. Councillor Letkeman asked if the township could put a new well in, Mayor Masse suggested trying to treat the water that is present. Discussion continued on the concern of water well use. Councillor Malloch asked if the Marina Manger had been updated on the status of the well. The CAO stated that he had talked to the Manager a few weeks ago and was waiting for contractor to come back. Deputy Mayor DeLellis suggested writing to MOECC about the township's intentions to hook into the well.

f) Dayne Malloch-Assessment on waterfront properties

The Deputy Treasurer stated that she was looking at the assessment numbers and MPAC would be sending over an assessor to look at any properties in question.

g) Deputy Mayor DeLellis-Report on Directives

Deputy Mayor DeLellis asked for a report to be compiled on directives and action items brought up during Council to check on their status. The Deputy Clerk stated that she would create a report on the status of action items.

h) CAO-Update on Trailer List

The CAO asked Council for confirmation on how strict they wanted to be on enforcement and commented that the short form wording has to be returned prior to issuing a ticket. The Deputy Clerk stated that the short form wording had been received by the Attorney General and that she was just waiting for it to be returned. The CAO went through the list of trailers and the response and fines to date. Councillor Malloch suggested moving the date of collection to the first date of May when people would have had the opportunity to move trailer off the Island. Deputy Mayor DeLellis suggested sending the outstanding trailer owners registered letters prior to issuing fines.

The following Resolution was passed:

Resolution 2016- 127:

Moved by:

Dayne Malloch

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Seconded by:

Dave DeLellis

“Resolved that the Council of the Township of Pelee hereby moves to move the retroactive fees to May 1st, 2016 for trailer fee collection”.

Carried.

The following Resolution was passed:

Resolution 2016- 128:

Moved by:

Dave DeLellis

Seconded by:

Dayne Malloch

“Resolved that the Council of the Township of Pelee hereby agrees to send registered letters to all delinquent trailer owners outlining account balance and future action, as well as the date payment is required and previous notices sent”.

Carried.

11.) In Camera

The following Resolution was passed:

Resolution 2016- 130:

Moved by:

Dayne Malloch

Seconded by:

Darlene Wiper

“Resolved that the Council of the Township of Pelee hereby resolves to **move into** a closed meeting session regarding Personal Matters about Identifiable Individuals [Sec. 239 (b)] at 10:12 p.m.”

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Carried.

The following Resolution was passed:

Resolution 2016-131

Moved by:

Dayne Malloch

Seconded by:

Darlene Wiper

“Resolved that the Council of the Township of Pelee hereby resolves to **move out of** a closed meeting session regarding Personal Matters about Identifiable Individuals [Sec. 239 (b)] *at 10:40 p.m.*”

Carried.

12.) By-Laws

Carried.

b) By-Law 2016-27; being a By-Law to Confirm Proceedings

The following Resolution was passed:

Resolution 2016-129:

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 2016-27 being a By-Law to confirm proceedings of this September 7th, 2016 meeting of council”.

Carried.

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Rick Masse
Mayor

Wayne Miller
Chief Administrative Officer