

Minutes of a Regular Meeting of Council of the  
Corporation of the Township of Pelee  
held at the Royal Canadian Legion Hall  
on September 22, 2014

Present:  
Mayor: Richard Masse  
Councillors: Darlene Wiper  
Ray Durocher  
Dayne Malloch  
Peter Letkeman

Staff: Wayne Miller – CAO/Clerk/Treasurer  
Katrina DiGiovanni-Deputy Clerk  
Charlene Malloch-Marina Manager  
Vanessa Taylor-Campground Manager

The Mayor called the meeting to order at 7:00 p.m.

The Mayor presented the agenda for the Regular Meeting of Council of September 8, 2014 with one addition under Correspondence, as 7c) Lame Duck information for Council.

*Moved by:* *Darlene Wiper*

*Seconded by:* *Dayne Malloch*

Carried.

## **2.) Minutes**

**a.)** The minutes for the Regular Meeting of Council held on September 8, 2014 were presented and adopted.

*Moved by:* *Darlene Wiper*

*Seconded by:* *Dayne Malloch*

Carried.

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

None were declared at this time.

#### 4.) Petitions and Delegations

##### a) Pelee Island Unplugged Report

Mayor Masse introduced Kim Gardner speaking on behalf of the festival committee and asked her to proceed with her report. Mrs. Gardner began by giving a brief overview of the event and stated that a new not for profit committee has been started in conjunction with the Heritage Centre and Pelee Art Work's in order to plan and prepare for this event. She continued to state that one of their main goals for this festival was to feature local and international musicians with family centered activities that support local businesses while being environmentally friendly.

Mrs. Gardner stated that they had met their goals this year and that the committee was looking to move forward in 2015 and agreed unanimously that the event should take place again on the August Civic Holiday weekend because of the extra day for travel. Mrs. Gardner stated that the businesses who completed the survey supported this as they noticed an overflow of business into the week following the event. Mrs. Gardner also commented that the committee was seeking support from council to move forward with the event because advertising and other print material were prepared and ready to be posted.

Mrs. Gardner noted that with some of the funds received from the event they donated a bench to the Campground and in the future depending on the success would like to donate towards electrical sites at the Campground. Mrs. Gardner stated that her request to Council was to approve the use of the Campground for the 2015 August Civic Holiday weekend with specific terms of reference regarding use as well as approval of the date.

Councillor Letkeman thanked Mrs. Gardner and the committee for their work and said he would support the event going forward.

Mayor Masse stated that a clear agreement would have to be drawn up this year in the form of a written contract to help improve communications. Mayor Masse asked council if they would support this event in principle so the committee could move forward with grant writing and advertising and work out the terms of the agreement at a later date.

The following resolution was made:

Resolution 2014-105:

Moved by:

*Ray Durocher*

Seconded by:

*Peter Letkeman*

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“Resolved that the Corporation of the Township of Pelee hereby agrees to accept the Pelee Island Unplugged Music Festival report as presented by committee members and further that the Council supports in principle the 2015 Unplugged Music Festival on the August Civic Holiday long weekend and that a written agreement be drafted”.

Carried.

## **5.) Old Business**

### **a) Marina Wait List**

The CAO proceeded with his report on the marina wait list and stated that some consideration should be given to those using transient dockage for the whole season because seasonal dockage is not available. The CAO stated that the Marina Manager wrote a letter to send to those on the current wait list, if there is no response by mid-November then their names will be removed from the list.

The CAO went on to outline some of the recommendations for assigning seasonal docks, one being making the list by priority of residency, stating further that those using transient docks full-time should not be paying more than a seasonal slip.

Councillor Malloch stated that new docks are in the works but currently the Marina is down a large number of docks to accommodate extra seasonal requests. The Marina Manager stated that currently there are 90 docks total, but only 77 are usable with 33 of those being transient.

The CAO reminded Council that Riggs Engineering had been hired to engineer new docks and provide pricing, and that grant opportunities were available. He also stated that with the Fisheries and Ocean grant it would be ideal to have the east finger designed, ordered and ready for delivery in March, with the second half being ready after March 31<sup>st</sup> to qualify for the second half of the grant.

Discussion continued on how best to address the fees between transient and seasonal usage and how to give priority on the wait list.

Mayor Masse asked the Marina Manager her opinion on the best way to handle fees and dockage were, she stated that capping the transient fee was a good idea, she further stated that 30 nights of dockage is equivalent to the cost of a seasonal slip.

Councillor Malloch suggested that a decision not be made immediately until it is clear on the money that will be given for docks and how many slips will be created.

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Councillor Wiper agreed in sending out the letter to those currently on the wait list and to wait on making a decision on capping fees and dockage availability until after the grant is applied for.

The following resolution was passed:

Resolution 2014-106:

*Moved By:* *Dayne Malloch*

*Seconded By:* *Peter Letkeman*

“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to accept the CAO’s report on the Marina Wait List and further that the issue be dealt with when more information is available”.

Carried.

## **6.) New Business**

### **a) CAO report on Pelee Unplugged**

Comments included in Petitions and Delegations, no further comments made.

### **b) CAO Report on Airport Parking**

The CAO presented his recommendations and background information on parking at the Airport and noted a need for proper signage.

Councillor Malloch agreed to add the signage and to move quickly before U.S residents are off the Island for the winter.

The following resolution was passed:

Resolution 2014-107:

*Moved By:* *Peter Letkeman*

*Seconded By:* *Dayne Malloch*

“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to accept the CAO’s report on Airport Parking and further that the CAO’s recommendations be implemented”.

Carried.

**c) RFP for External Audit Services**

Council supported the CAO's request for putting out a request for proposal for external audit services.

**7.) Correspondence**

**a) AECOM Letter Regarding Leamington Offshore Break Wall**

Mayor Masse asked the members of Council if anyone could attend the open house on the mainland.

Councillor Letkeman said he would try to attend.

**b) Waste Reduction Week**

Mayor Masse presented a request to declare October 20-26, 2014 as Waste Reduction Week. Council agreed to support this request.

The following resolution was passed:

Resolution 2014-108:

*Moved By:*

*Dayne Malloch*

*Seconded By:*

*Peter Letkeman*

“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to declare October 20-206, 2014 as Waste Reduction Week”.

Carried.

**8.) Disbursements**

Mayor Masse presented disbursements for approval, there were no comments.

The following resolution was passed:

Resolution 2014-109:

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*Moved By:*

*Dayne Malloch*

*Seconded By:*

*Peter Letkeman*

“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 \$76,534.54”.

Carried.

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

There were no presentations from any boards or committees.

### **10.) Councillor Reports**

#### **a) Fallen Tree**

Councillor Malloch stated that he noticed a tree has come down on East Shore Road and that it had been cut and moved but was still on the canal and that he believed it was important that it be cleaned out from the canal.

The CAO stated that the township had a donation from Friesen’s Tree Service and that a few trees were taken down and the road’s crew was in the process of cleaning them up.

#### **b) MNR**

Mayor Masse stated that the Parliamentary Assistant from the Ministry of Natural Resources came to the Island for a day to discuss concerns about the Island and trails. Mayor Masse said he discussed that there were MNR properties on the Island that need to be taken care of. He also stated that there would be a meeting in London on October 17 and that he would further discuss the state of the trails and the necessity of having a wheelchair accessible trail to the Lighthouse.

#### **c) Bike Trails**

The Mayor stated that he had made some connections with people that work in cycling and tourism and that they currently promote a trail from Sarnia to Nova Scotia and would like to create a link for Lake Erie that would include Pelee. He stated that he would speak to the coordinator to get more information.

#### **d) Island Film**

Mayor Masse stated that the Southwest Tourism Organization and Tourism Windsor Essex Pelee

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Island were partnering to fund a 10-15 minute film about Pelee that will run on the boat come the end of September.

**e) Information from CAO**

The CAO stated that there will be a meeting at the Legion on September 29<sup>th</sup> at 5:30 p.m. regarding the water plant upgrades as well as a drainage meeting on the same night at 7:00 p.m. to discuss the drainage surplus.

The CAO also commented on the Canada Community Grant program and stated that a generator would not be supported but drainage would be supported under mitigation for climate control and that the grant would be applied for requesting monies for a replacement pump at the South end and 2.7 km of brushing and ditching on the Big Marsh drain.

The CAO also stated that the public washrooms were now up and running and that a tender has been posted to request bids for the grader.

Mayor Masse asked the CAO if the Township could seek alternative funding for the generator, the CAO responded that we may have to pay for the generator ourselves. Mayor Masse commented that the township should contact our other partners to see if they would contribute to the purchase.

The CAO stated that pricing and specifications would have to be determined before moving forward and that he would contact an electrician to determine the requirements.

**11.) In Camera**

No In-Camera items.

**12.) By-Laws**

**a)** Mayor Masse brought forward By-Law 2014-29 being a by-law to authorize the CAO and Mayor to enter into an agreement with the Minister of Rural Affairs.

The following resolution was passed:

Resolution 2014-110:

Moved by:

Ray Durocher

Seconded by:

Dayne Malloch

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“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to pass By-Law 2014-29 being a by-law to authorize the CAO and Mayor to enter into an agreement with the Minister of Agriculture and Rural Affairs”.

Carried.

- d) Mayor Masse brought forward By-Law 2014-30 being a by-law confirm proceedings of the September 22, 2014 meeting of Council.

The following resolution was passed:

Resolution 2014-111:

Moved by:

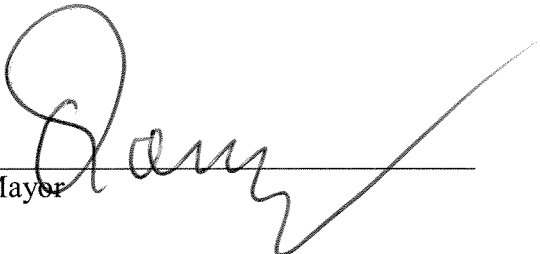
Dayne Malloch

Seconded by:

Peter Letkeman

“Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to pass By-Law 2014-30 being a by-law to confirm proceedings from this September 22, 2014 meeting of council”.

Carried.

  
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Mayor

  
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Chief Administrative Officer