TOWNSHIP OF PELEE

Regular Council Meeting

Monday May 7, 2018

Municipal Office at 8:00 p.m.

Mayor: Rick Masse

 Deputy Mayor: Dave DeLellis

 Councillors: Darlene Wiper

 Dayne Malloch

 Aurella Moritz

 Staff: Katrina DiGiovanni, CAO/Clerk

 Michelle Feltz, Treasurer

 Delegations: None.

The following resolution was passed:

Resolution 2018-067:

*Moved By:* Dave DeLellis

*Seconded By:* Dayne Malloch

“Resolved that the Council of the Township of Pelee hereby resolves to **move into** a closed meeting session regarding Council Education & Training under *[Sec. 239(3.1)] and Personal Matters about Identifiable Individuals* *[Sec. 239 (b)] at 6:00 p.m.*”.

 **Carried.**

The following resolution was passed:

Resolution 2018-068:

*Moved By:* Dave DeLellis

*Seconded By:* Dayne Malloch

“Resolved that the Council of the Township of Pelee hereby resolves to **move into** a closed meeting session regarding Council Education & Training under *[Sec. 239(3.1)] and Personnel Matters about Identifiable Individuals* *[Sec. 239 (b)] at 7:46 p.m.*”.

 **Carried.**

1. **Agenda**

The agenda was presented for adoption and adopted.

*Moved by:* Aurella Moritz

*Seconded by:* Darlene Wiper

 Carried.

**2.) Minutes**

1. The Minutes for the Regular Meeting of Council for Budget Presentations on April 23, 2018 were presented and adopted.

*Moved by:* Dayne Malloch

*Seconded by:* Aurella Moritz

 Carried.

1. **Disclosure of Pecuniary Interest**

None

1. **Petitions and Delegations**

None

1. **Old Business**
2. **Treasurer-**2018 Budget Deliberations

Michelle Feltz, Treasurer, presented budget information to Council including changes to the draft budget and summarizing decisions that are required. Mrs. Feltz reviewed the tax modeling presented at the February 20, 2018 Regular Meeting of Council to prepare Council for tax rate decisions required to pass the 2018 budget. She suggested that Council consider adding estimates to the budget in the event of a lame duck council on July 28, 2018 including funds for emergency road repairs and shoreline protection. Other capital and building/lot maintenance information and estimates were provided and discussed to be added to the budget or that were waiting on investigation from departments.

Deputy Mayor DeLellis inquired about the Tourism Committee reserve. The Treasurer provided clarity that $4,000 was put into reserve and asked if Council wanted to change the previous decision. This was declined. Council requested that administration review the Fire Department budget with the applicable staff, provide the effect of tax modelling on median properties of various property classes, clarify Environmental Services salary expense changes over the years, and provide historical maintenance costs for the municipality’s fleet.

Councillor Malloch asked about the four year property value phase in for different property types, the Treasurer stated that she would send information on median properties. The Treasurer commented that currently the budget is balanced, but that thought had to be put into adding funds for emergency road and shoreline work. The CAO/Clerk commented that there could be the potential of accessing provincial funds for disaster relief to restore infrastructure to pre-existing conditions. She commented that the office was collecting information on damage to personal property. Discussion continued on budgeting for road and shoreline works and how those projects could be funded.

* 1. **Flower Group-**Gazebo

The Treasurer and CAO/Clerk presented options for the gazebo. Discussion ensued.

The following Resolution was passed:

Resolution 2018-069:

Moved By: Aurella Moritz

*Seconded By:* Dave DeLellis

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to contribute the cost of shingles, stain, and bracing to rehabilitate the municipal gazebo”.

 Carried.

Discussion ensued on the outstanding repairs at the Marina.

The following Resolution was passed:

Resolution 2018-070:

*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 include $17,000 in the capital budget for the Marina to cover light pedestal installation and dock repairs.”

 Carried.

The Treasurer commented that there has not been a quote provided for the work on the cardboard plant building. Deputy Mayor DeLellis commented that this was important and the work had to be completed.

* 1. **Fire Dep’t-**Inspector/CEMC

The CAO/Clerk reviewed information presented at the March 26, 2018 budget meeting regarding a Fire Safety Implementation Plan. Deputy Mayor DeLellis suggested that an alternate CEMC for Emergency Management should be an island resident for availability. Discussion ensued about decreasing the scope of the proposal. The CAO said she would investigate legislation and requirements with respect to the Fire Code and bring information back to Council.

**Budget Discussions**

Deputy Mayor DeLellis questioned the hours and expense in the Environmental Services Manager salary. Mayor Masse commented that in previous years job costing was not done and this can account for some of the difference. The CAO/Clerk commented that in previous years there were not environmental concerns as there are presently, with issues like Blue Green Algae. Deputy Mayor DeLellis continued to question the amount and scope of work. The CAO/Clerk commented that this had been discussed with Council and the Manager directly in March budget meetings. She stated that she would provide the minutes from the meeting again for review.

The Treasurer went on to highlight costs for the Lean Water Waste Water Fund project for generator compliant at the West & East Shore Water Plants. Deputy Mayor DeLellis asked about the delivery costs for water, the Treasurer explained that the expense was made to only the West Shore Water Plant as the trucking takes place from that plant. Deputy Mayor DeLellis asked about the specific cost of water deliveries to the Campground. The Treasurer stated at the end of the year she could provide those figures based on usage.

Councillor Malloch requested that Council be sent the quote from Kropf Marine for the repairs at the Marina, the CAO/Clerk said she would forward it to Council.

Councillor Malloch commented that he was looking for a $6000 for the Tourism Committee for a tourism based website. Mayor Masse stated that he was not prepared to spend that money on a website and commented he would prefer to spend it on shoreline repairs. Discussion ensued about the commitment of the funds and the tourism committee reserve. Councillor Malloch put a motion forward but the motion failed.

1. **New Business**

None

**7. Correspondence**

1. Greater Essex County District School Board**-**Cannabis Production Facilities

The following Resolution was passed:

Resolution 2018-073:

Moved By: Darlene Wiper

*Seconded By:* Aurella Moritz

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to notify the Greater Essex County District School Board if there are any developments for cannabis retail/production facilities.”

 Carried.

1. Township of Baldwin-Quash Bill C-71; Firearms Regulation

The following Resolution was passed:

Resolution 2018-074:

Moved By: Dave DeLellis

*Seconded By:* Darlene Wiper

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to support the Township of Baldwin’s Resolution to quash Bill C-71, being amendments to the Firearms Act”.

 Carried.

1. Dave Hertner-Personal Bicycle Storage at Airport

The following Resolution was passed:

Resolution 2018-075:

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 allow Dave Hertner to install a personal bicycle storage at the airport pending placement approval by the airport manager”.

 Carried.

1. **Disbursements**

 **(a)** April 23, 2018

 **(b)** April 24, 2018

 **(c)** May 2, 2018

The following resolution was passed:

Resolution 2018-071:

*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 pay disbursements, as attached and presented in the amount of $128,770.33”.

 Carried.

**9.) Boards and Committees**

1. **CAO/Clerk-**Appointment of a Compliance Audit Committee

The CAO informed Council of the two Compliance Audit Committee applicants.

The following resolution was passed:

Resolution 2018-072:

*Moved By:* Dave DeLellis

*Seconded By:* Dayne Malloch

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby agrees to appoint Susan Rice and Gordon Pow to the Compliance Audit Committee and further that the posting be continued for the third member.”

 Carried.

**10.) Councillor and Miscellaneous Reports**

Councillor Aurella Moritz stated that Pelee Island Winery hired a multimedia manager to market the entire island providing a good marketing opportunity. Mayor Masse suggested that the Tourism Committee contact the new manager. Dayne Malloch, chair of the committee, will take care of this.

Mayor Rick Masse stated that he would not be seeking reelection.

Councillor Aurella Moritz stated that she would not be seeking reelection.

Councillor Darlene Wiper stated that she would not be seeking reelection.

Councillor Dayne Malloch inquired about overtime reports and the updated action lists. The CAO/Clerk stated that the information is forthcoming. Councillor Malloch asked about the placement of signs for the trolley stops. The CAO stated that the request had gone to the Roads Department for review and would be presented at the next Council meeting. Mr. Malloch requested that the Transfer Station hours be reviewed with consideration for user convenience such as cottage rentals.

Councillor Darlene Wiper inquired about retroactive pay procedures and taxation. The CAO/Clerk provided an explanation. The Treasurer suggested that the decision for cost of living be done earlier in the New Year.

Deputy Mayor Dave DeLellis asked when the brine would be applied to the applicable roads. The CAO/Clerk informed Council that the Roads Manager was working with the contractors and application was planned in the very near future. Mr. DeLellis stated that the Drainage Committee felt the quote to remove the trees in the area of the Loraine Lane ditch were not a priority when considering other canal areas and the overall issue of trees in canals. Mr. DeLellis offered his equipment and services gratis to the municipality with proof of insurance coverage. He inquired about the progress of the SCF 299 project. The CAO/Clerk stated that Eric Chamberlain was corresponding with the engineers.

Katrina DiGiovanni, CAO/Clerk discussed options to deal with the brochure errors. Discussion ensued. The CAO/Clerk will contact the affected business owners with respect to Council’s decision. It was noted that the printer is charging for the printing and doing the art work changes at no cost. Mayor Masse and Deputy Mayor DeLellis felt that replacement and recall of brochures in Essex County, the 401 corridor, and all the docks was important. Mr. DeLellis stated that the Tourism Committee should take over production of the brochure. The CAO/Clerk informed Council that administration agrees and has made this request in the past.

The following resolution was passed:

Resolution 2018-076:

*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 reprint the brochure at 30,000 copies and all current Island copies be destroyed as well as all retrievable copies.”

 Carried.

**11.) In Camera**

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

The following resolution was passed:

Resolution 2018-077:

*Moved By:* Aurella Moritz

*Seconded By:* Dave DeLellis

“Resolved that the Council of the Township of Pelee hereby resolves to **move into** a closed meeting session regarding *Personnel Matters about Identifiable Individuals* *[Sec. 239(b)] at* 10:37p.m.”.

Carried.

The following resolution was passed:

Resolution 2018-078:

*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 continue proceeding past 11:00 p.m.”

 Carried.

The following resolution was passed:

Resolution 2018-079:

*Moved By:* Aurella Moritz

*Seconded By:* Darlene Wiper

“Resolved that the Council of the Township of Pelee hereby resolves to **move out of** a closed meeting session regarding *Personnel Matters about Identifiable Individuals* *[Sec. 239(b) at* 12:40p.m.”.

Carried.

**12.) By-Laws**

1. **By-Law 2018-14;** Being a By-Law to Enter into an Agreement with Transport Canada

The CAO provided an explanation regarding the transfer agreement end date extension to March 31, 2019.

The following resolution was passed:

Resolution 2018-080:

*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 2018-14 being a By-Law to Enter into an Agreement with Transport Canada”.

 Carried.

b.) **By-Law 2018-15;** Being a By-Law to Confirm Proceedings

The following resolution was passed:

Resolution 2018-081:

*Moved By:* Dave DeLellis

*Seconded By:*  Aurella Moritz

“Be it Resolved that the Council of the Corporation of the Township of Pelee hereby adopts By-Law 2018-15 being a By-Law to Confirm Proceedings”.

 Carried.

**13.) Adjournment.**

 Rick Masse, Mayor

 Katrina DiGiovanni, CAO/Clerk