

COUNCIL MINUTES

The Municipal Corporation of the
Township of Cockburn Island
Incorporated 1881

Public Meeting held 7:00 P.M., then Regular Meeting Thursday, January 10th, 2019
Zion UC, Main St, Thessalon

PRESENT: Mayor: Brenda Jones
Councilors: Robert Brown
Glen Cressman
Evan Papineau
Scott Stewart
Clerk-Treasurer: Brent St. Denis
Absent: none

Time 7:03 PM

PUBLIC MEETING RE: ZONING BY-LAW AMENDMENT (PM)

Resolution # 19-01-01 (PM)

Moved: S Stewart

Seconded: G Cressman

BE IT RESOLVED THAT this meeting be opened at 7:00 p.m. on Thursday, January 10th, 2019 as a Public Meeting of the Corporation of the Township of Cockburn Island, pursuant to the requirements of Section 34 of the Planning Act for purposes of providing information to the public and to allow for public representations on an application proposing to amend Zoning By-law 80-6 for the Township of Cockburn Island, notice of which has been duly administered according to the requirements of O. Reg. 545/06.

CARRIED

Resolution # 19-01-02 (PM)

Moved: G Cressman

Seconded: S Stewart

BE IT RESOLVED THAT the agenda for the Corporation of the Township of Cockburn Island Public Meeting of Thursday, January 10th, 2019 be adopted as distributed.

CARRIED

Resolution # 19-01-03 (PM)
Moved: R Brown
Seconded: E Papineau

Objections heard - NONE

CARRIED

Resolution # 19-01-04 (PM)
Moved: E Papineau
Seconded: R Brown

BE IT RESOLVED THAT this Public Meeting of the Corporation of the Township of
Cockburn Island be adjourned at 7:13 p.m.

CARRIED

Regular Council Meeting

Time 7:13 PM

Call-to-Order by Mayor Jones. A quorum of the Council was present.

Pecuniary interest declarations - none

Delegations – none

Resolution # 19-01-01
Moved: S Stewart
Seconded: G Cressman

That the agenda be adopted as presented.

CARRIED

Resolution # 19-01-02
Moved: R Brown
Seconded: E Papineau

That the minutes of the December 13th, 2019 regular Council meeting held at Thessalon UC in
Thessalon be adopted as presented).

CARRIED

Action Items

Budget 2019 Initial Considerations – review 2018 budget and ideas for 2019

Resolution # 19-01-03

Moved: E Papineau

Seconded: R Brown

That the following are Council's initial considerations as we plan the 2019 municipal budget;

- Tax rate – 3%
- Fees and other rates – 2%

Projects and Other

- construct implement shed
- gas shed repairs
- Hall floor – beams etc before flooring
- Out-house at Hall
- Parking lot at Hall and Church
- And that the Clerk-Treasurer be asked to offer suggestions to modernize the Council honoraria and per diem including a travel portion due to the location of meetings in Thessalon.

CARRIED

During the budget deliberations management of the landfill was discussed including measures to encourage ratepayers to remove larger items off-island for disposal. More recycling needs to be encouraged.

By-Law #2019-01 to approve Emergency Management and Response

Resolution # 19-01-04

Moved: R Brown

Seconded: E Papineau

That Be It Resolved that BY-LAW # 2019-01 Being a By-Law to adopt an updated Emergency Management and Response plan for the community be read a final time, be adopted, be signed by the Mayor and Clerk, be sealed with the corporation's seal, be numbered 2019-01 and be filed in the by-law book.

CARRIED

By-Law #2019-02 to appoint CEMC (Community Emergency Management Coordinator) – the Mayor

Resolution # 19-01-05

Moved: R Brown

Seconded: E Papineau

That Be It Resolved that BY-LAW # 2019-02 Being a By-Law to appoint a municipal Community Emergency Management Coordinator (CEMC) be read a final time, be adopted, be signed by the Mayor and Clerk, be sealed with the corporation's seal, be numbered 2019-02 and be filed in the by-law book.

CARRIED

As per By-Law #2019-01 appoint two Council Members to the Emergency Management Program Committee

Resolution # 19-01-06

Moved: R Brown

Seconded: E Papineau

That the following two (2) members of Council be appointed the Emergency Management Program Committee;

- Scott Stewart and Robert Brown

CARRIED

By-law #2019-03 re: Borrowing – routine annual by-law adopted each January to authorize short-term borrowing if needed

Resolution # 19-01-07

Moved: S Stewart

Seconded: G Cressman

That Be It Resolved that By-law #2019-03 being a by-law to authorize borrowing from time-to-time to meet current needs be read a first, second, third and final time, be adopted, be signed by the Mayor and Clerk, be sealed with the corporation's seal, be numbered 2019-03 and be filed in the by-law book.

CARRIED

By-Law #2019-04 re: Zoning Amendment – to implement resolution adopted at the Dec 13th 2019 public meeting re: NCC purchase from Huron – to re-zone forest lands to conservation lands for the portion to be severed for transfer to NCC

Resolution # 19-01-08

Moved: S Stewart

Seconded: G Cressman

BE IT RESOLVED THAT By-law No. 2019--04, being a By-law for the purpose of amending the Restricted Area Zoning By-law No. 80-6 of the Corporation of the Township of Cockburn Island in respect to Application No. 8006ZBL-18-001, is amended to fulfill a condition of Consent, File No. B16-18, by rezoning from Rural (R) Zone and Agriculture (A) Zone to Conservation (02) Zone, land described as being Lots 18, 19 & 20, Conc. VIII and Lots 18, 19 & 20, Conc. IX, Township of Cockburn Island, District of Manitoulin, as registered in the Land Registry Office for the Registry Division of Manitoulin (31).

be read a first, second, third and final time, be adopted, be signed by the Mayor and Clerk, be sealed with the corporation's seal, be numbered 2019-04 and be filed in the by-law book.

CARRIED

Property Tax Registration – authorize firm of Wishart Law, Sault Ste. Marie, to commence tax registration procedures against a number of properties as per the Clerk’s list and to accept the firm’s rates (see below) for this work – the first step will be letters to the affected property owners from Wishart Law.

Resolution # 19-01-09

Moved: G Cressman

Seconded: S Stewart

That we accept the various tax registration rates listed below for legal work as submitted by the firm of Wishart Law (Sault Ste. Marie) and that we authorize Wishart Law to commence tax registration procedures against approx. five (5) properties as per the Clerk’s list.

- 1st Demand Letter - \$111.86 (+ taxes = \$126.40)

We give the taxpayer 30 days from the date of the 1st demand letter to make the payment in full or contact us or the municipality to set up a payment agreement.

- 2nd Demand Letter - \$75.00 (+ taxes = \$84.75)

If we do not hear from the taxpayer within the 30 days of the 1st Demand Letter, we will send out the 2nd Demand Letter. We give the taxpayer 14 days from the date of the 2nd Demand Letter and if we don’t hear anything from them in the 14 days, we will proceed to tax sale.

- Payment Agreement - \$389.00 (+taxes = \$439.57)

We will coordinate with the taxpayer as much as possible without putting the Municipality in any undue hardship to have a weekly, bi-weekly, bi-monthly or monthly payment agreement drafted to ensure the taxes are paid off by a certain date agreed to with the Municipality.

- Tax Sale Process – Approximate fees are \$1900 (cost for disbursements vary)

The fees are typically \$1,900. The disbursements vary on a case by case basis.

- The cost of searches depends on how long it takes us to find what we need and how many searches and what types of searches we require.

CARRIED

Sawchyn land issue – authorize solicitor Larry Peterson to arrange land transfer

Resolution # 19-01-10

Moved: S Stewart

Seconded: G Cressman

That we ask solicitor Larry Peterson (Bruce Mines) to arrange the transfer of title of property from Carol Sawchyn to the Township to correct historical issues with the ownership and property description. The Township will pay the fees but will only accept the lot as a donation by Ms. Sawchyn. The accumulated tax arrears are to be written off.

CARRIED

2019 MNR/Municipal Forest Fire Agreement – acknowledge rate update as received from MNR

Resolution # 19-01-11

Moved: S Stewart

Seconded: G Cressman

That we acknowledge the 2019 MNRF fire protection rates as contained in the 2019 Agreement.

CARRIED

Financial report

The Clerk-Treasurer's report on the following financial information

- a) Disbursements List since last meeting NCU from N257 to NXXX
- b) Bank Statement Operating Accounts (to Jan 5th - see below, listing in package)
- c) Bank Statement Dock Accounts (to Jan 5th - see below)
- d) Bank Statement Heritage accounts (to Jan 5th - see below)

Northern Credit Union accounts as of January 5th

Account	Balance
<u>Dock Account 101</u>	\$23,511.61
<u>Heritage Account 102</u>	\$54,474.56
<u>Operating Account 100</u>	
GIC	\$50,000
	\$10,504.97
Total all accounts and GICs	\$138,491.14

Resolution # 19-01-12

Moved:

Seconded:

That the Treasurer's report on bank balances and the list of disbursement cheques numbered from #257 to # 264 be hereby received.

CARRIED

Ministry & General Correspondence - if any

Councilors' Concerns

- a) Council Member Papineau asked about rules concerning heritage buildings in Ontario
- b) Council Member Brown inquired as to how many extra sets of drawings we have on hand for the new implement shed (there are 4 sets). The Clerk will draft a tender call for the supply of labour and tools for the construction of the shed.
- c) Council Member Stewart recommended a full servicing of the back-hoe given the usage since it was purchased from Toromont several years ago – this could be off-island by bringing it to the Sault or by bringing a technician to the Island- the likely cost would be about \$3100 plus oils, filters, hoses etc and transportation. Consider budgeting \$7000? – are regular maintenance checklists being completed? He also suggested that in the 2019 Newsletter we ask for a volunteer to check our First Aid inventory, recommend items

needed and pre-assemble certain items in the kit. He asked if we can burn clean wood at the landfill. Are we inspecting and maintaining the fire pumper?

- d) Council Member Cressman shared some landfill ideas including more use of the wood chipper and composting.
- e) Mayor Jones had been approached by a gentleman with a fire pumper for sale. It includes 200 feet of hose, 13 HP, sale price \$3500 or best offer.

Clerk's Report

- a) Mayor has IMS certificate with Fire Marshal's Office
- b) Provincial review of OMPF block grant
- c) MPAC annual year-end analysis
- d) Miscellaneous Items

Resolution # 19-01-13

Moved: G Cressman

Seconded: S Stewart

That this meeting be now adjourned and that Council meet again at 7 PM, Tuesday, February 19th, 2019 at Zion UC, Main St., Thessalon or at the call of the Mayor.

Carried

NOTE – regular meeting date amended to accommodate a Council Member (medical) and the Clerk (away).

Brenda Jones, Mayor

Brent St. Denis, Clerk

Time – 8:46 PM