COUNCIL MINUTES

The Municipal Corporation of the

Township of Cockburn Island

Incorporated 1881

Regular Meeting Thursday April 11th, 2019
Thessalon Curling Club, Main St, Thessalon

PRESENT:	Mayor:	Brenda Jones
	Councilors:	Robert Brown
		Glen Cressman
		Evan Papineau
		Scott Stewart
	Acting Clerk-Treasurer:	Mary Bray-replacing Clerk B. St. Denis for this meeting
	Absent:	none

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Time 12:47 PM

Note – prior to the Council meeting at 10:00 AM the ANNUAL SPORTS & CONSERVATION CLUB DEER MEETING WITH MNRF was held.

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

Pecuniary interest declarations - none

Resolution # 19-04-01
Moved: R Brown
Seconded: G Cressman

That Mary Bray be appointed as Acting Clerk for the purposes of this meeting due to the scheduled absence of Clerk-Treasurer Brent St. Denis

CARRIED

Delegations – none

Resolution # 19-04-02
Moved: G Cressman
Seconded: R Brown

That the agenda be adopted as presented.

CARRIED

Resolution # 19-04-03
Moved: R Brown
Seconded: G Cressman

That the minutes of the March 14th regular Council meeting held at Thessalon UC in Thessalon be adopted as presented.

CARRIED

Action Items

GICs at Northern Credit Union

Resolution # 19-04-04
Moved: G Cressman
Seconded: R Brown

That Council authorizes the Mayor and Clerk-Treasurer to purchase GICs at the Northern Credit Union (NCU, Thessalon) for up to 6 X 25,000 (=$150,000) from Operating funds and a further 2 X $25,000 (=$50,000) from the Heritage Account with details to be determined at their discretion in cooperation with the NCU to allow flexibility of cash management this year as projects unfold.

CARRIED

2019 DRAFT Newsletter

Resolution # 19-04-05
Moved: R Brown
Seconded: G Cressman

That the following further changes to the 2019 spring newsletter be made, if any

- Spring newsletter be accepted

CARRIED

Gravel for 2019

Resolution # 19-04-06
Moved: R Brown
Seconded: G Cressman

That arrangements be made with Huron Timber for the supply of road gravel in a quantity similar to 2018 (150 loads) with this amount to be adjusted, if necessary, once the Council has had its May long weekend public works tour.

CARRIED

Community Hall Renovations

Resolution # 19-04-07
Moved: G Cressman
Seconded: R Brown

That the Community Hall floor support structure (joists) be inspected and repaired if necessary before Paul Perigord's floor resurfacing repair project commences.

CARRIED

AMP 2.0

Resolution # 19-04-08
Moved: S Stewart
Seconded: E Papineau

That whereas the Province will eventually require all municipalities to further improve their Asset Management Plans (AMP) and
Whereas the Province is indicating AMP updates are to include by July 2021 current levels of service with costs and by July 2024 proposed levels of service, life cycle management and financial strategy
Now therefore we ask the following firms (names supplied by Municipal Finance Officers Association) to provide proposals as soon as possible with the Clerk being authorized to advise the MFOA which one he feels will best suit our Township's needs based upon his experience with the initial AMP created by Tulloch Engineering;

- Hemson Consulting
- Watson and Associates
- Public Sector Digest
- Marmak Information Technologies
- KPMG

CARRIED

BY-LAW # 2019-06 BEING A BY-LAW TO ESTABLISH 2019 FEES AND CHARGES –equipment, dock rates etc

Resolution # 19-04-09
Moved: E Papineau
Seconded: S Stewart

That Be It Resolved that By-law #2019-06 BEING A BY-LAW TO ESTABLISH 2019 FEES AND CHARGES 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 2019-06 and be filed in the by-law book

CARRIED

BY-LAW # 2019-07 BEING A BY-LAW TO ESTABLISH 2019 RATES for contracts, *honoraria etc

Resolution # 19-04-10
Moved: E Papineau
Seconded: S Stewart

That Be It Resolved that By-law #2019-07 BEING A BY-LAW TO ESTABLISH 2019 RATES for contracts, honoraria etc 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 2019-07 and be filed in the by-law book

CARRIED

Marina Credit Card Processing – consider additional information

Global Payments	Global	Moneris	Moneris
Debit & Credit Per Item Fee 0.25 Cents per Trans Visa Credit Discount Rate 1.60% Annual fee	.25 per 1.6% $50	On transactions	2.65%
Monthly cost on $6000 sales and 50 boats Annual Edge Fee (Optional For Next day deposits) $50.00 Approx = $110/A + annual fee =$160 Monthly add 30 X 6	160 180	Monthly cost on $6000 sales and 50 boats Approx = $160	160

One time Setup Fee $200.00 Terminal Fees Monthly Rental Option- VS Terminal Purchase Option - $15.00 vs $200 Admin Fee $15.00 PCI Fees $2.50 Business View Reporting Tool FREE Possible equipment replacement eventually	283	No monthly fee No sign up fees No cancellation fees Reader pictured below free for credit card only attaches to phone as needed	0 0 0 0
		attaches directly to smartphone 	160 per year
Hi Brent - You initial payment will be $200 (set up) + $15 (MPOS rental) + $50 + $15 +$2.50 = $282.50 Monthly = $15 +$15 +$2.50 = $32.50 (Brent assumed 6 months if we can opt out of 12 months). $200 (set up) + $200 (MPOS purchase) + $50 + $15 +$2.50 = $467.50 Rates wise- we're offering much lower compared to Moneris. Here is what I'll do in order to keep the pricing competitive with them. If you choose to purchase the iCMP MPOS, I will waive off your Merchant Account set up fee ($200) & monthly PCI fees ($2.50)	See box to left		

Resolution # 19-04-11
Moved: S Stewart
Seconded: E Papineau

Whereas information is available from Global Payments and Moneris for the supply of wireless credit card processing at the township marina (cell phone based),
Now therefore be it resolved that Council chooses as follows;

- That we proceed with Moneris

CARRIED

Financial report

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

a) Disbursements List since last meeting NCU from #287 to #297
b) Bank Statement Operating Accounts (to April 6th - see below, listing in package)
c) Bank Statement Dock Accounts (to April 6th - see below)
d) Bank Statement Heritage accounts (to April 6th - see below)

Northern Credit Union accounts as of April 6th

Account		Balance
Dock Account 101		$23,595.76
Heritage Account 102		$54,669.56
Operating Account 100 (incl new $169,000 grant)		$179,278.48
GIC	$50,000	
Total all accounts and GIC		$307,543.80

Resolution # 19-04-12
Moved: E Papineau
Seconded: S Stewart

That the Treasurer's report on bank balances and the list of disbursement cheques numbered from #288 to # 297 be hereby received.

CARRIED

Ministry & General Correspondence - if any

Councilors' Concerns

a) Council Member Cressman raised questions about the possibility of bring a rock crusher to the island to produce crushed gravel for township roads,
b) Council Member Stewart inquired about the PW helpers weeks of work planned for 2019, the needed repairs to the bin at the landfill, gravel and grading on the 12th and 20th and roadside brushing with Township's brush-hog especially Rickett's Trail and Crossover Road
c) Council Member Brown updated Council recent Planning Board matters related to the recent NCC purchase from Huron Timber and implement shed construction update including site elevation,
d) Mayor Jones reported that Tom Bird passed away the previous week, two (2) signs to be made and posted saying "**Dogs on Leash at Both Parks**",

Darren Report – phragmites disposal

Resolution # 19-04-13
Moved: S Stewart
Seconded: E Papineau

That whereas Darren Rogers has proposed as follows - *came up with a game plan for phragmites in township ditches -plan to dig it out areas - move it to the high ground on the 7/8 field so - can dry out - need NCC permission - township has no high ground to put it on,*

Now therefore be it resolved that NCC be asked if phragmites from township ditches can be placed on the 7/8 field to dry out and compost.

CARRIED

Clerk's Report

a) Tender Call for Implement Shed Construction (Labour & Tools Only) – no bids yet

b) Annual Budget – if no more changes Clerk will add to May 9th agenda - *The Clerk reported his recommendations for modernizing Council member honoraria. He suggested current rates were too low given the work done by members and the compensation paid to elected officials in other small municipalities. He is recommending an annual rate of $1500 for the Mayor and $1335 for Councillors plus a per meeting rate of $90 and a global mileage payment per regular meeting for all ordinary travel to/from meetings in Thessalon, Cockburn Island (which includes incidental minor travel to pick up supplies) at 100 km times two (2) at the township travel rate (.54/km) regardless of place of residence ($108). Substantial extra travel for approved assignments would be compensated separately as per the rates by-law.*

c) Federal Infrastructure Grant Application for 12th & 15th – submitted by Clerk Friday April 6th, 2019 before he left - (deadline April 15th)

d) Miscellaneous Items

Resolution # 19-04-14
Moved: E Papineau
Seconded: S Stewart

That this meeting be now adjourned and that Council meet again at 7:00 PM Thursday May 9th, 2019 at Zion UC, Thessalon or at the Call of the Mayor and that the annual Council public works tour on Cockburn Island be conducted during the May long weekend (Saturday morning May 18th)

Carried

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Brenda Jones, Mayor Brent St. Denis, Clerk

Time – 2:20 PM