

# COUNCIL MINUTES

The Municipal Corporation of the  
***Township of Cockburn Island***  
Incorporated 1881

Regular Meeting 5:00 PM, Thursday, April 9<sup>th</sup>, 2020  
Council Met On-Line by Computer

PRESENT: Mayor: Brenda Jones  
Councilors: Robert Brown  
Glen Cressman  
Evan Papineau  
Scott Stewart  
Clerk: Brent St. Denis  
Regrets: nil

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Time 5:00 PM

**DUE TO THE ONGOING COVID19 VIRUS PANDEMIC THIS MEETING  
WAS HELD ONLINE USING ZOOM SOFTWARE**

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

Pecuniary interest declarations - none

**Delegations** - none

Resolution # 20-04-01

Moved: S Stewart

Seconded: R Brown

That the agenda be adopted as presented.

CARRIED

**Approve** holding of this Council meeting On-Line as per Ontario **Bill 187, Municipal  
Emergency Act, 2020**

Resolution # 20-04-02

Moved: G Cressman

Seconded: R Brown

That Be It Resolved that By-Law # 2020-03 being a By-Law to authorize Council to meet On-Line by means of platforms such as Zoom during a provincial Emergency 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 #2020-03 and be filed in the by-law book.

CARRIED

Resolution # 20-04-03  
Moved: E Papineau  
Seconded: S Stewart

That the minutes of the March 4<sup>th</sup> regular Council meeting held in Thessalon be adopted as presented.

CARRIED

### **Action Items**

**Call for Bids** - Hall sub floor removal and replace

Resolution # 20-04-04  
Moved: E Papineau  
Seconded: G Cressman

That the following **Call for Quotes** for removal and replace the Hall floor and subfloor be approved as amended

## **COMMUNITY HALL SUB-FLOOR**

### **CALL FOR QUOTATIONS FOR THE SUPPLY OF LABOUR AND MATERIALS TO REMOVE THE FLOOR AND SUB-FLOOR AND REPLACE THE SUB-FLOOR IN SUMMER 2020 AT THE COMMUNITY HALL ON COCKBURN ISLAND**

Issued April 9<sup>th</sup>, 2020

Quotes are invited for the following work

Proposals, including a price for material, equipment and labour. It is expected that work will be completed by July 30<sup>th</sup>, 2020 but subject to change due to Covid19 pandemic uncertainty

- The outside dimensions of the building are 40.5 by 26.5 feet (outside dimension)
- The contractor will remove the existing floor covering and subfloor sheeting
- Floor joists needing repair will have been repaired during the prior foundation contract but the sub-floor contractor is responsible for any minor work to the joists if needed
- The contractor will install a new subfloor of a standard to satisfy the Ontario Building Code
- The contractor will arrange the supply of materials which the Township will pay for and deliver at the contractor's option. (In this case you will quote only for your labour and tools plus itemized other costs.)
- The contractor will pile any waste neatly near the job site and the Township staff will remove same at Township cost.
- The work is to be done once a separate contract for Hall foundation and floor joists work is

completed which it is expected will be done by June 30<sup>th</sup> also subject to change due to Covid19 pandemic uncertainty

- There should not be any plumbing and wiring concerns

Certain municipal equipment is available, if required, at the regular rates. This should be discussed with the Township before you submit a quote. The cost of these, if required, is to be included in your tender price. Payment will be by invoice confirmed by Darren Rogers who will act on behalf of the Township.

CARRIED

### **Adopt Budget 2020**

Resolution # 20-04-05

Moved: S Stewart

Seconded: R Brown

That Be It Resolved that By-law #2020-04 Being a by-law to adopt the 2020 municipal budget and to set the various tax rates 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 2020-04 and be filed in the by-law book.

CARRIED

### **BY-LAW # 2020-05 BEING A BY-LAW TO ESTABLISH 2020 FEES AND CHARGES**

Resolution # 20-04-06

Moved: G Cressman

Seconded: S Stewart

That Be It Resolved that By-law #2020- 05 BEING A BY-LAW TO ESTABLISH 2020 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 2020-05 and be filed in the by-law book

CARRIED

### **BY-LAW # 2020-06 BEING A BY-LAW TO ESTABLISH 2020 RATES for contracts, honoraria etc**

Resolution # 20-04-07

Moved: E Papineau

Seconded: G Cressman

That Be It Resolved that By-law #2020-06 BEING A BY-LAW TO ESTABLISH 2020 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 2020-06 and be filed in the by-law book

CARRIED

## **Dockmaster Agreement for 2020**

Resolution # 20-04-08

Moved: E Papineau

Seconded: R Brown

That That Be It Resolved that By-law #2020-07 BEING A BY-LAW TO authorize a Dockmaster services agreement with Simon Lacombe for the 2020 season 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 2020-07 and be filed in the by-law book  
And further that for the use of his mobile phone for the collection of fees by credit card he be compensated at \$20/mo for the months of the contract.

CARRIED

## **Quattra on Cockburn Island – share trip cost**

Resolution # 20-04-09

Moved: S Stewart

Seconded: G Cressman

That we share the cost of having Quattra SCS visit the Island with Alex Nicholson in order that the new XplorNet phone can be installed.

CARRIED

## **Finalize 2020 Newsletter – will be mailed late April with tax bills**

Resolution # 20-04-10

Moved: E Papineau

Seconded: R Brown

That the latest draft of the Newsletter be approved for mailing with the tax bills in late April as amended.

CARRIED

**Lead Hand Agreement with Darren Rogers** – Council reviewed and amended a working draft of a new agreement with Darren Rogers as Lead Hand. A meeting will be scheduled soon to review it with him once he has had a chance to review it.

## **Financial Report**

The Clerk-Treasurer reported on the following financial information

- a) Disbursements List since last meeting NCU from #456 to #464
- b) Bank Statement Operating Accounts (to April 4<sup>th</sup> - see below, listing in package)

- c) Bank Statement Dock Accounts (to April 4<sup>th</sup> - see below)
- d) Bank Statement Heritage accounts (to April 4<sup>th</sup> - see below)

**Northern Credit Union accounts as of April 4<sup>th</sup>, 2020**

| Account                      | Balance             |
|------------------------------|---------------------|
| <u>Dock Account 101</u>      | \$7,996.03          |
| <u>Heritage Account 102</u>  | \$6,791.06          |
| <u>Operating Account 100</u> | \$110,145.08        |
| <b>Total</b>                 | <b>\$124,932.17</b> |

Resolution # 20-04-11

Moved: R Brown

Seconded: G Cressman

That the Treasurer's report on bank balances and the list of disbursement cheques numbered from #456 to # 464 be hereby received.

CARRIED

**COVID-19** – possible and uncertain impact on municipal operations such as

- a) Council meetings by Zoom
- b) June work by Warren Weber on Hall foundation
- c) Hall floor and subfloor
- d) Darren and Alex early May start?
- e) Marina and boaters?
- f) Extend tax due date to September 30<sup>th</sup>?
- g) Annual Council roads tour?

The Council discussed what measures to take as it concerns the marina which is in effect the only access to Cockburn Island. A special meeting will be held soon to determine whether the marina should remain closed until further notice pending upcoming provincial announcements on the Covid19 pandemic. Usually by the May long weekend ratepayers start returning to the island.

## **Ministry & General Correspondence - nil**

## **Council Members' Concerns**

- Council member Stewart reviewed projects that still need to be organized such as the Gas Shed roll-up door, Mcleod House door and the Ontario Paper building
- Council member Brown asked about the grader hydraulic pump (Glen will arrange for Bill McCaig to inspect to determine if an adaptor might work).
- Council member Cressman asked if the Hall foundation contractor (Warren Weber) would quote on the Hall sub-floor work (the Clerk will check)
- Council member Papineau asked if we should look for a pallet truck for the garage
- Mayor Jones reported on the sad passing of the Township's OFM Assistant, Marty Lovelace. A suitable memorial will be arranged. Once the Town of Thessalon officially has a new Fire

Chief she will inquire whether the new Chief would consider filling our OFM Assistant position.

**New Business** – if any

**Clerk's Report**

- a) Ontario-wide Fire Ban in effect - message received from MNRF
- b) Alex Nicholson has completed the chainsaw course – the Clerk has a copy of his certification
- c) Bank interest rate Current Balance : \$110,145.08 Current Interest Rate : 0.45% was 1.95%
- d) Township website – should we consider one? Is there a qualified ratepayer to help?
- e) 2020 NCC/Township trails plan?
- f) Renaming a bay – letter in package from Judith Jones
- g) MPAC delaying new assessments by one year 2021 to equal 2020
- h) Miscellaneous Items

Resolution # 20-04-12

Moved: R Brown

Seconded: S Stewart

|                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| That this meeting be now adjourned and that Council meet again at 5:00 PM Thursday, May 14 <sup>th</sup> , 2020 at Zion UC, Main St., Thessalon or by Zoom online if the provincial emergency is still in place or at the Call of the Mayor. And that, if possible, the Council will conduct its annual roads tour on the Island during the May long weekend. |
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Carried

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Brenda Jones, Mayor

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Brent St. Denis, Clerk

Time – 7:35 PM