

COUNCIL MINUTES

*Township of Cockburn Island*  
5:00 PM, Wednesday, August 25<sup>th</sup>, 2021  
ONLINE BY ZOOM

ZOOM LINK <https://us02web.zoom.us/j/89153582784>

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

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Call-to-Order by Mayor Jones.

A quorum of the Council was present.  
Several ratepayers attended by Zoom

Pecuniary interest declarations - none

**Delegations** – none

Resolution # 21-08-01  
Moved: R Brown  
Seconded: S Stewart

That the agenda be adopted as presented. CARRIED

Resolution # 21-08-02  
Moved: E Papineau  
Seconded: G Cressman

That the minutes of the July 28<sup>th</sup> regular meeting held online by Zoom be adopted as presented. CARRIED

**Action Items**

**Dog Control** – consider draft letter shown below for ratepayers with dogs running loose

Resolution # 21-08-03  
Moved: E Papineau  
Seconded: G Cressman

That based upon the report of the Clerk concerning his discussion with our lawyer about measures which could help the township deal with dogs allowed to roam at-large by their owners while on the island now therefore be it resolved that the following letter be sent to offending dog owners;

.....  
Dear \_\_\_\_\_

Re: Maintaining Dog Control on Cockburn Island

This letter is being sent to you on behalf of the Municipal Council of Cockburn Island Township. It has come to our attention that on at least one occasion you permitted your dog(s) to roam at-large within the village area of Cockburn Island (Tolsmaville). This is despite annual notices circulated in the community newsletter warning that dogs are to be leashed while in public. This is a standard in communities across Ontario and Canada. This measure is intended to ensure the safety and security of others who expect to have peaceful use of their own and community property. This is especially important for children and those who are uncomfortable when dogs are at-large. Please note that you are responsible for the actions of your dog and should an incident occur involving aggressive behaviour you may be held responsible under the Dog Owners' Liability Act, R.S.O 119 c. D.16.

The Township has sought legal advice on this matter and will enforce measures to the fullest extent possible to ensure the peacefulness, safety and security of our special island. Dog owners who insist on allowing their dog(s) to run loose may be invited to leave their animals off-island on future visits. The solution is simple – please keep your dog(s) in your own yard or on a leash when outside your yard. The Township Council would, however, prefer an amicable solution to situations like this.

Your cooperation is requested. Let us all have the opportunity to enjoy our island in a peaceful manner.

Sincerely and on behalf of the Cockburn Island Council,

Brent St. Denis, Clerk-Treasurer

CARRIED

**Medical Building Covid Infrastructure grant** – adopt a bylaw authorizing agreement for \$100,000 grant – Transfer Payment Agreement with Province

Resolution # 21-08 - 04

Moved: R Brown

Seconded: S Stewart

That Be It Resolved that By-law #2021-06 Being a by-law authorizing the Mayor and Clerk to sign a **TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP) – COVID19 RESILIENCE STREAM** (Medical Building) 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 2021-06 and be filed in the by-law book.

Carried

### **Municipal Modernization Program (MMP)**

Resolution # 21-08-05

Moved: E Papineau

Seconded: S Stewart

That as it concerns Intake #3 under the **Municipal Modernization Program (MMP)**  
And whereas work under an Intake #2 grant s now being performed by BDO of Sault Ste. Marie  
Now therefore be it resolved that we make an application under MMP Intake #3.

CARRIED

**Call for Quotes – Wood for Dock** – draft tender to be circulated Monday

Resolution # 21-08-06

Moved: R Brown

Seconded: E Papineau

That a tender as follows for the supply of the following material for the dock be sent to area suppliers;

## **REQUEST FOR QUOTATION MATERIALS FOR COCKBURN ISLAND DOCK**

August 25<sup>th</sup>, 2021

Quotes are being received in writing by the undersigned for the following material:

Interested parties are invited to submit a proposal for all or some portion of the material listed below;

### Custom Sawn – cedar or hemlock, not planed

2 ½" x 7 ½" x 14' = 4

2 ½" x 7 ½" x 16' = 4

2 ½" x 7 ½" x 8' = 4

### Pressure treated Wood

2" x 12" x 10' = 11

2" x 12" x 14' = 8

2" x 12' x 16' = 11

2" x 6" x 10' = 20

2" x 10" x 8' = 2

24"W x 16"D x 60"L Floats = 2

12" long Galvanized Bolts, Nuts & washers = 20

6" Long Galvanized Bolts, Nuts & washers = 24

The lowest or any quote not necessarily accepted. Material to be delivered to the Huron Timber Dock in Thessalon unless another arrangement is agreed upon in advance.

Please submit your quote no later than September 28<sup>th</sup>, 2021

email to the Clerk-Treasurer, [brentstdenis@gmail.com](mailto:brentstdenis@gmail.com)  
or leave a message at 705-842-3739 if you have questions

CARRIED

**Call for Quotes – Upgrade Hall Electrical System** – is the attached draft from 2020 still valid?

Resolution # 21-08-07

Moved: G Cressman

Seconded: E Papineau

That the following tender for electrical work at the hall be issued as soon as possible and that it be posted on the Township website.

.....

**TOWNSHIP OF COCKBURN ISLAND  
COMMUNITY HALL ELECTRICAL UPGRADE**

**CALL FOR QUOTATIONS FOR THE SUPPLY OF LABOUR AND  
MATERIALS TO UPGRADE TO MODERN STANDARDS THE  
ELECTRICAL SYSTEM AT THE COMMUNITY HALL**

August 25, 2021

Quotes are invited for the following work

Proposals are to include a price for material, equipment, tools and labour. It is expected that work will be completed by November 30<sup>th</sup>, 2021. The contractor's transportation to/from the Island is at the contractor's cost.

- The outside dimensions of the building are 46.5 by 26.5 feet
- There is a 200-amp service in place.
- The contractor will assess the current state of the electrical system at the Hall
- Among items to be determined in the assessment the following are to be included ceiling lights,

wall heaters, wiring of stove, outside plugs, outside lights, 2 sets of spilt plugs in front of cupboards, two over counter top on wall and wire to outhouse

- The contractor will recommend a course of action with pricing for labour and material
- The township will pay a fair fee for the assessment and preparation of a bill of material and a plan
- Based upon the assessment and plan the contractor and township will negotiate a fair price
- Once agreed upon the contractor will arrange the supply of materials which the Township will pay for and deliver at the contractor's option. (In this case the contractor will quote only for your labour, equipment 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.

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.

Please submit your quote in person to the Clerk-Treasurer in writing  
by email no later than September 28<sup>th</sup>, 2021

Brent St. Denis, Clerk-Treasurer [brentstdenis@gmail.com](mailto:brentstdenis@gmail.com)

The lowest or any quote not necessarily accepted.

Changes in job scope and/or material must be immediately communicated to the Township for approval.

Clearly indicate "**Community Hall Electrical**"

CARRIED

Resolution # 21-08- 08

Moved: R Brown

Seconded: E Papineau

That we purchase from Paul Perigord the required quantities as indicated below of wall siding boards at the price of \$1800 for the Hall, Gas Shed and Church

**Hall**

3 rows around

51 bds

**Church**

3 rows around

54 bds

**Freight Shed** south wall

75 bds

**Note** as of August 2021 due to higher wood prices compared to a year ago

1x6x8 cedar board \$8.00

To mould 25 cents LF \$2.00

Total cost per board \$10.00 for 180 boards = \$1800

CARRIED

## **Financial Report**

- a) Disbursements List since last meeting NCU #685 to #694 to be provided before the meeting)
- b) Bank Statement Operating Accounts (to August 22/21- see below)
- c) Bank Statement Dock Accounts (to Aug 22/21)
- d) Bank Statement Heritage accounts to (August 22/21)

### **Northern Credit Union accounts as of August 22, 2021**

<b>Account</b>	<b>Balance</b>
<u>Dock Account 101</u>	\$10,815.39
<u>Heritage Account 102</u>	\$6,986.06
<u>Operating Account 100</u>	\$192,072.75
<u>1 Year 400</u>	\$52,984.59

TOTAL \$ \$262,858.79

Resolution # 21-08-09

Moved: G Cressman

Seconded: E Papineau

That the Treasurer's report on bank balances and the list of disbursement cheques numbered from #685 to # 695 including 664,665 and 666 be hereby received.

CARRIED

## **Ministry & General**

### **Council Members' Concerns**

Council Member Cressman reported he has received complaints about cell and internet service. Could we test whether the Meldrum Bay cell tower is reaching Cockburn Island by turning off our tower? Reference was made to an internet project involving a number of Manitoulin and Northshore municipalities. (The Clerk will get more information).

Council member Stewart mentioned that Public Works need brush saw such as a Husqavarna. As Council's PW liaison he would like to work more directly with the crew. He mentioned the monthly fuel report. Checked into First Aid trauma kits which cost apprx \$400. Other items included Hall base-boards, Hall ceiling and rain leaks by the big doors which need sealing, as well as some suggestions the NCC had for the Mcleod House such as a second door mat. bedside tables, cutting board, lamps, bath mat etc. He mentioned the following volunteers with thanks - Rudy Letkemann, Jeff House, Jack & John Jones, Dave Hale, Simon Lacombe, Rob Brown, Kelly, Scott & Charlie Stewart. We should thank Bill Williamson & Evan Papineau for the use

of there cement mixers. Work employees Alex and Darren

Council member Brown reported that he sat in on a Heritage Committee meeting – the cooler should be replaced and there should be a commercial stove. Clarification of Hall lighting and potential ceiling repair is needed. Potential NOHFC funding? He reported that Paul Perigord has a chemical that will clean headstones but we should ask permission first?

Council member Papineau mentioned his appreciation for the emergency first response trauma kit information. He said we needed better welding equipment including hoses and torches. People are placing “dirty” wood in the location intended for brush. Nails are not acceptable. Can we have a separate location for wood that has nails and other non-wood elements?

Mayor Jones reported on a number of Hall items.

Resolution # 21-08-10

Moved: E Papineau

Seconded: R Brown

That we purchase a Husqavarna brush cutter saw with handles for Public Works at a cost of apprx \$900 + HST including attachments.

CARRIED

Resolution # 21-08-11

Moved: E Papineau

Seconded: G Cressman

That Council member Scott Stewart, as Public Works liaison for Council, has authority to work directly on training on such things as grading and use of the back-hoe. This can include other guidance as required.

CARRIED

### **Clerk’s Report**

- a) Austin and Margaret Clipperton 65<sup>th</sup> anniversary Aug. 24. 2021
- b) Final Sales Report - Red Trailer, Air Compressor and Zero Steer Mower – update
- c) Zoning By-law – update work plan – Clerk spoke to Planning Board Sec-Treasurer, Theresa Carlisle
- d) 12<sup>th</sup> and 15<sup>th</sup> update
- e) Quattra update re cell service
- f) Cemetery inquiries -standing headstones (2007 bylaw attached)
- g) eTracks Tire Recycling – update
- h) Miscellaneous Items

Resolution # 21-08-12

Moved: E Papineau

Seconded: R Brown

That the Council of the Township of Cockburn Island extends to the longtime township Clerk-

Treasurer, Austin Clipperton and his wife Margaret our heartiest CONGRATULATIONS on their 65<sup>th</sup> Wedding Anniversary (August 24<sup>th</sup>) and we wish them the very best of health and happiness in the years to come.

CARRIED

### **Adjournment**

Resolution # 21-08-  
Moved: G Cressman  
Seconded: S Stewart

That this meeting be now adjourned and that we meet again at 5:00 PM on Wednesday, September 29<sup>th</sup>, 2021 at Zion UC, Main St., Thessalon or by Zoom online depending upon Covid19 restrictions if any or at the call of the mayor.

CARRIED

**Time – 6:25 PM**