

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

5:00 PM, Wednesday, May 10th, 2023

On-line only by ZOOM LINK <https://us02web.zoom.us/j/849>

PRESENT BY ZOOM

Mayor: Brenda Jones

Councillors: Lee Chappell

Jeff House

Simon Lacombe

Scott Stewart

Clerk: Brent St. Denis

Absent: none

Guests representing Heritage Committee: Dwight Phillips (Chair), Cheryl Papineau (Treasurer)

5:04 PM

Call to Order

Adopt Agenda

Declarations of any pecuniary interest

Delegations – if any

Resolution # 23-05-01

Moved:

Seconded:

That the May 10th, 2023 Council meeting agenda be adopted as presented.

CARRIED

GUESTS – representing the Heritage Committee, Chair Dwight Phillips and Treasurer, Cheryl Papineau. They attended to review with Council the Committee's recent report and requests of Council. They indicated that the electrical contractor Brian Mitchell was planning to complete the electrical work during the second week of June. The ESA inspector would visit the hall prior to that step.

Resolution # 23-05-02

Moved: S Lacombe

Seconded: J House

That Dwight Phillips and Cheryl Papineau of the Cockburn Island Heritage be thanked for their presentation to Council today. And that the following responses by Council be noted;

- That the Heritage Committee proceed with the purchase of the Hall appliances as per the grant budget
- That the installation of a weatherproof bulletin board on the south wall of the Telephone Building is approved
- That road signs would be Council's responsibility (for example, south shore beach)

- That plans for a gazebo-type shelter near the Hall be prepared and submitted to council. Plans shall have regard for a potential water well site, field bed and buried cable locations.
- That water plumbing and accessories, including hot water tank can be located under the Hall stage
- That ceiling repairs be recommended
- That the Heritage Committee propose policies outlining how it sees its working relationship with Council so that this and future projects are undertaken with Committee and Council roles more clearly outlined.

CARRIED

Resolution # 23-05-03

Moved: S Lacombe

Seconded: L Chappell

That the minutes of the April 12th and April 26th meetings be adopted.

CARRIED

Action Items

Breakwall Project Planning – update on major considerations. Feedback from May 8th project site visit on island.

Resolution # 23-05-04

Moved: J House

Seconded: S Stewart

That the following updates and actions as they concern the upcoming breakwall project be noted;

- No Action pending the outcome of the Tulloch Engineering breakwall rock stockpile volume survey

CARRIED

Internet to Hall and telephone building proposal (Quattra) – includes tower inspection with report – the tower may not have been inspected since installation about 2010

Resolution # 23-05-05

Moved:

Seconded:

That John Fitzsimmons of Quattra SCS (Sault Ste. Marie) be asked to proceed with the Starlink internet installation dock building, telephone building, Hall) along with the cell tower inspection as per his quote. (\$4760 + HST with transportation from Thessalon to the island and return and accommodation supplied by the township)

- Confirm tower inspection certification
- And, on a trial basis, that three public WIFI hotspots be established at the Dock, Telephone Building and Hall

CARRIED

Additional cell service work (Quattra) – review cell service while on island for cellular improvement.

Council agreed that Council member Chappell could contact John Fitzsimmons at Quattra SCS to inquire as to the details of the following matter.

Resolution # 23-05-06

Moved:

Seconded:

That John Fitzsimmons of Quattra SCS (Sault Ste. Marie) be asked to proceed with the cellular equipment inspection as quoted - \$1360 + HST.

CARRIED

Breakwall Financing Plan

Resolution # 23-05- 07

Moved: L Chappell

Seconded: S Lacombe

That the Clerk-Treasurer's breakwall financing plan as outlined here below be accepted.

- 1) Breakwall budget \$400-\$500K,
- 2) Borrow from Infrastructure Ontario \$300K by debenture with 15-year amortization with repayment using a portion of OCIF Formula annual funding
- 3) Use \$100K township cash
- 4) 2023 NORDS \$50K
- 5) 2024 NORDS \$50K
- 6) for a total of \$500,
- 7) apply to the Northern Credit Union (NCU) for a contingency loan of \$100K with 15-year amortization to be drawn upon only if needed with repayment using a portion of OCIF Formula annual funding
- 8) both loan payments combined would be under the township's Annual Repayment Limit
- 9) Total expected financing available including NCU funds for unexpected events would be \$600K.

CARRIED

Borrowing By-law – debenture with Infrastructure Ontario -rescind Bylaw #2022-12 and consider an updated version #2023-08 for borrowing to replenish 2022 road capital funds in the amount of \$300K over 15 years.

Resolution # 23-05-08

Moved: S Stewart

Seconded: S Lacombe

Be It Resolved that By-law #2023-08, BEING A BY-LAW TO APPROVE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") FOR THE LONG-TERM FINANCING OF

CERTAIN CAPITAL WORK OF THE CORPORATION OF THE TOWNSHIP OF COCKBURN ISLAND, (THE “MUNICIPALITY”); AND TO AUTHORIZE THE ENTERING INTO OF A RATE OFFER LETTER AGREEMENT PURSUANT TO WHICH THE MUNICIPALITY WILL ISSUE DEBENTURES TO OILC be read a first, second, third and final time, be adopted, be signed by the Mayor and Clerk, be sealed with the corporate seal numbered 2023-08 and placed in the bylaw book.

CARRIED

Borrowing Resolution– Northern Credit Union – for breakwall project contingency funds, “just in case.” The annual payments for both IO (under \$28K TBC) + NCU (apprx \$10K TBC), = apprx \$38K, if both are needed, will be under our provincially-mandated Annual Repayment Limit (ARL) of \$39,845. Payments will be made by applying a portion of the extra \$50K per year of OCIF Formula funding. NCU repayment is flexible – low or no penalties for early repayment. A slightly higher interest rate is expected with NCU (TBC). The Treasurer’s goal, if NCU loan is used, is to pay NCU off within 5-7 years using the OCIF Formula repayment difference of apprx \$12K/year.

Resolution # 23-05-09

Moved: S Lacombe

Seconded: J House

That the Council of the Township of Cockburn Island hereby authorizes the Treasurer to make an application to our banker, Northern Credit Union, for a loan of \$100,000 over 15 years for the purpose of ensuring adequate financing for the township’s breakwall project planned for this summer.

CARRIED

Medical Building tender update – proceed in 2023 or 2024? Tender call not issued yet. There is about \$95K remaining on the COVID Infrastructure grant after engineering/design.

Resolution # 23-05-10

Moved: S Lacombe

Seconded: J House

That as it concerns the new “Medical Building” project being financed by a COVID Infrastructure grant of \$100,000,
Now therefore the council determines as follows as to project timing in 2023 or 2024;

- Try to complete the project n 2023
- Apply for an extension to 2024 n the event circumstances require a one-year delay

CARRIED

Financial Report

- a) Disbursements since last meeting NCU #974 to #988) – list to be emailed by meeting
- b) Bank Statement Operating Accounts (to May 7^h, 2023)

- c) Bank Statement Dock Accounts (to May 7th, 2023)
- d) Bank Statement Heritage accounts(to May 7th, 2023)

Northern Credit Union accounts as of May 7, 2023

Account	Balance
<u>Dock Account 101</u>	\$7,499.78
<u>Heritage Account 102</u>	\$22,686.40
<u>Operating Account 100</u>	\$219,033.42
* Interest rate= 4.7%	Total \$249,219.60

Resolution # 2023-05-11

Moved:

Seconded:

That the Treasurer’s report on bank balances and the list of disbursement cheques numbered from #974 to #988 be hereby received.

CARRIED

Council Members’ Concerns

- Council member House – concerned about dock repairs and establishing a brush and clean wood burn stie at the landfill
- Council member Chappell – appreciated the heritage committee report and work. The breakwall project needs a communications plan which he felt he Scott and Jeff, as a project management committee, could sort out. He asked why the NCU loan was for a term versus a line-of-credit which is more flexible. (The Clerk-Treasurer explained it had to do with the Annual repayment Limit (ARL) imposed by the Province. Any debt beyond one year was considered long-term debt so a repayment regime was required. NCU debt can be paid off more quickly than the term of 15 years.
- Council member Stewart – can we agree on when to undertake the annual May long weekend PW tour – it was agreed that members of Council present on the island would meet at 8 AM Sunday morning, May 21st at the telephone Building.
- Mayor Jones – medical items including a new stethoscope are on the island.

Clerk’s Report

- a) Ontario Broadband update – “we’re going to be on the underserved community map”
- b) Review Starlink monthly billing – explain procedure – residential vs business – our plan is residential in Clerk’s name (*or High-speed, low-latency broadband internet to businesses across the globe, even in the most rural and remote locations. Starting at \$320/mo with a one-time hardware cost of \$3,170*). Until an arrangement with NCU can be made for direct payment the Clerk will invoice the township periodically.
- c) Review telephone options with Starlink for 705-842-3739 (Clerk uses Magic Jack VOIP at his home – check this link for info – there is some setup cost to port phone # and get started (under \$100 – it’s about \$80 per year for all North America calling).

Phone messages arrive by audio file attached to an email. From their website – “*Calls are free to the great majority of locations in the US and Canada. Calls to Alaska, the Yukon, and Northwest Territories, and pay-per-minute numbers require prepaid credits.*” If you have experience with a better VOIP option let the Clerk know.

https://www.magicjack.com/account/mjLandingpages.do?page=index&gclid=Cj0KCOjwmN2iBhCrARIsAG_G2i6x4AWGcN04AxbHEECTRihWHNgx7CLKJc_nMPYqBHfEgUBUJ0yYZuMaArZuEALw_wcB

Adjournment

Resolution # 2023-05-12

Moved: L Chappell

Seconded: S Lacombe

That this meeting be now adjourned and that Council meet again by Zoom at 5 PM, Wednesday, June 14 th , 2023 or at the call of the Mayor.
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CARRIED

Time – 6:38 PM