

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

9:00 AM, Saturday, August 5th, 2023

In-person at Tolsmaville Hall and On-line by ZOOM

ZOOM LINK <https://us02web.zoom.us/jxxxxxxx>

PRESENT BY ZOOM

- Mayor: Brenda Jones (Hall)
- Councillors: Lee Chappell (Hall)
- Jeff House(Hall)
- Simon Lacombe (Hall)
- Clerk: Brent St. Denis (Home Office)
- Public Works: Alex Nicolson (Hall)
- Absent: Scott Stewart, Darren Rogers
- Former Council member: Robert Brown (Hall)

9:00 AM

Call to Order

Adopt Agenda

Declarations of any pecuniary interest

Delegations – if any (non applied)

Resolution # 23-08-01a. (numbering to distinguish from August 3rd Special minutes)

Moved: J House

Seconded: S Lacombe

That the August 5th, 2023 Council meeting agenda be adopted as presented.

CARRIED

Public Works Committee meeting in Committee of the Whole– Council members, Alex Nicolson.

Resolution # 23-08-02a

Moved: L Chappell

Seconded: J House

That we go into Committee of the Whole in order that discussions can be less formal and can include Public Works staff.

Time- 9:09 AM

CARRIED

Mayor Jones passed chairmanship of this session to Council Member Chappell.

- The weather station should be moved to a better location once the Starlink service is fully operational.
- Potholes and the recent road calcium project were discussed. It seems the right water to calcium mix has been determined and that 2 applications per season would work.

- Residents should be mindful of vehicular speeds especially in the hamlet area.
- The fuel shed wall is up. Vinyl siding was used to save the milled cedar siding for the heritage buildings.
- The spare dock has been installed at Sand Lake including the addition of some hemlock timbers and fill
- Town docks are full except one.
- Quattra has installed the Starlink internet and relay dishes. Next steps are a new VOIP service and cancelling Xplornet. Some cell service improvement has been achieved.
- Waiting for fuel (CIL tug and barge available soon)
- More trail work planned
- Discussed Old Woman trail with NCC staff who expressed concern for the further spread of the invasive garlic mustard in that area if precautions were not taken – ratepayer cooperation and signage may be needed. The trail not yet bn closed. Quads can spread the plant seeds inadvertently. More discussions with NCC are to be held.

Resolution # 23-08-03a

Moved: J House

Seconded: S Lacombe

That we adjourn the Committee of the Whole and return to formal session.
Time- 9:20 AM

CARRIED

Mayor Jones resumed chairmanship of the Council meeting.

Resolution # 23-08-04a

Moved: L Chappell

Seconded: J House

That the minutes of the July 4th, 2023 regular meeting and July 6th Special Meeting meeting be adopted.

CARRIED

Action Items

Planning Board Matter (Rob Brown)

After the Mayor’s remarks which included reiterating the Council’s apology, Rob Brown briefly addressed the Council saying, in summary, that he was disappointed with Council’s decision, that the work of the MPB was important, that he enjoyed his time on the Board and that the “matter was closed” as far as he was concerned.

Resolution # 23-08-05a

Moved: J House

Seconded: L Chappell

That the following as it concerns Rob Brown and his seat on the Manitoulin Planning Board (MPB) be adopted;

Council would like to extend an apology to Rob Brown for discussing personnel issues in a public forum. Council should discuss all personnel issues in camera. Again, Rob please accept our apologies.

And further that any ratepayer who requests a copy of Rob's letter addressed to the council on this matter be provided with an email copy by the Clerk.

CARRIED

Breakwall Project Planning – update

Resolution # 23-08-06a

Moved: J House

Seconded: S Lacombe

Mr. Chappell provided an update on the Breakwall project including that the CL tug should be soon certified and the project started. Good material from the CIL pit may be used to top dress the breakwall road to minimize tire damage. The construction area is to be cordoned off and the Dock sign temporarily removed. CIL will confirm the equipment rentals with Toromont That the following updates and actions provided by Council's Project Lead (Lee Chappell) as they concern the upcoming breakwall project be followed up or noted;

- Hoping for project commencement next week
- Rental of large equipment to be confirmed by CIL
- CIL tug certification to be good until mid-October
- Work area to be cordoned off
- Some of the excess material place in the firebreak may be needed for the top of the breakwall for the equipment including rock truck

CARRIED

NOTE -

The Clerk-Treasurer reported on a brief conversation he had with Jesse Teresinski, the NCU Business Relationship Manager, a few days before this meeting. Mr. Teresinski was seeking clarification on the proposed \$100K loan being for Contingency purposes. If there were no Council objections that, based on the CIL cost projections of approx. \$485K, the \$100K NCU loan would be required. The Clerk-Treasurer will follow-up with Mr. Teresinski next week as there were a few other items needing clarification. There were no Council objections

Medical Building tenders – update. Council adopted the following at its August 3rd Special meeting

That the following as it concerns the two (2) new Medical Building construction tenders received from Quinan Construction and Stewart Renovations be adopted

- That the tender submitted by Stewart Renovations be **conditionally** accepted subject to

negotiating the elimination or amendment of certain items to reduce the cost

- That council member Lee Chappell is authorized to discuss the Stewart tender with Brad Stewart in order to find suitable cost savings
- In the interest of timing, once Lee is satisfied with the revised tender he can authorize, on Council's behalf, the Clerk to sign off on the updated tender contract
- That a Tender Call be prepared and circulated calling for the sale and removal of the current Medical Building at the buyer's cost. The building is to be removed and the site cleared by Friday September 8th, 2023. Building contents are not included.

Amend 2023 Rates & Charges By-law to include \$25/day rental rate for the dump trailer.

Resolution # 23-08-08a

Moved: J House

Seconded: S Lacombe

That By-law #2023-02 being a by-law to establish the various municipal rates and charges be amended by;

- Adding a daily rate of \$25 for use of the municipal dump trailer
- That renters are responsible for any damage caused to the trailer
- That PW staff to inspect the trailer before and after each rental

CARRIED

Removal of Current Medical Building in Preparation for the Construction of a new building

– update - tender call issued for September 8th completion. Draft tender follows next.

Item #3 was amended by adding “**for the disposal of acceptable waste material**”. It will be posted on the township website.

**TENDER FOR SALE & REMOVAL
MEDICAL BUILDING,
TOLSMVILLE, COCKBURN ISLAND**

ISSUED AUGUST 3rd, 2023

Bids will be received by the undersigned until 5:00 PM, Friday August 18th.

Interested parties are invited to submit a purchase proposal including a description of how the removal will be performed. It is expected that the removal will be completed by Friday September 8th, 2023.

The work required will include;

- 1) The building is to be removed and the site cleared by Friday September 8th, 2023.
- 2) Building contents are not included.
- 3) Work will include the appropriate disposal of any waste materials and debris. For this purpose, supervised access to the municipal landfill will be made available.
- 4) Municipal equipment is available, if required, at the regular rates and is to be included in the purchase price.
- 5) Submit with your offer a plan you intend to follow for the building removal and cleanup. Site cleanup includes remedying any property damage to the grounds.
- 6) HST will not apply to this sale

Please note that the hydro service has been removed and there are no issues with plumbing or wiring.



The highest or any bid not necessarily accepted.

Please submit to the Clerk in an email by 5 PM, August 18th, 2023. Clearly indicate **“Medical Building Removal”** in the email subject line.

Brent St. Denis, Clerk-Treasurer
cockburnisland1@gmail.com

Financial Report

- a) Disbursements since last meeting NCU #1021 to #1032) – list to be emailed before the meeting
- b) Bank Statement Operating Accounts (to August 3, 2023)
- c) Bank Statement Dock Accounts (to August 3, 2023)
- d) Bank Statement Heritage accounts(to August 3, 2023)

Northern Credit Union accounts as of August 3rd, 2023

Account	Balance
Dock Account 101	\$8,666.48
Heritage Account 102	\$22,938.84

<u>Operating Account 100</u> (Incl debenture loan. \$300K)	\$550,492.20
* Interest rate earned= 5.2%	Total \$582,097.52

Resolution # 2023-08-09a
 Moved: L Chappell
 Seconded: S Lacombe

That the Treasurer’s report on bank balances and the list of disbursement cheques numbered from #1021 to # 1032 be hereby received.

CARRIED

Council Members’ Concerns

- Council member Lacombe indicated he was interested in the tug certification status. He suggested that citizens have access to the WIFI hotspots (dock, telephone building and Hall. It was agreed to share the password – citlink#1
- Council member House suggested that the dock house signage needed improvement, should we order island hat and sweatshirts as once was done? (i.e., Cockburn Island “swag”)
- Council member Chappell reported that Rudy Letkemann would be the Dockmaster’s alternate if she is away, a new landfill policy is being developed, Quattra has provided an internet and WIFI hotspot layout and he has talked with Justin Dzama, (our web master) about secure cloud storage for township documents
- Mayor Jones expressed condolences to the Stewart family on the passing of Pat Stewart. She called on residents to drive slowly in the hamlet. Quilt raffle tickets will be available at the weekend yard sale.

Resolution # 2023-08-10a
 Moved: J House
 Seconded: S Lacombe

That we purchase, at a reasonable price, an OWL brand video/audio table-top camera for on-island Zoom meetings. And further that the current separate camera, table microphone and tripod units be sold as surplus.

CARRIED

The suggested price for an OWL unit will be about \$1300.

Clerk’s Report

- a) Zoning By-law (ZB) - a working draft for ratepayers has been loaded onto the website – comments invited
- b) Long-term storage of township records? Needs a sorting, moving and storage plan. On island? Decades worth of boxes at Austin Clipperton’s in Walford and in Brent’s garage nearby.
- c) NCC and MPAC error – easily corrected – relates to exempt property
- d) Calcium re-supply update
- e) VOIP phone for 705-842-3739 on Starlink – update

Adjournment

Resolution # 2023-08-11a

Moved: S Lacombe

Seconded: J House

That this meeting be now adjourned and that Council meet again at its next regular meeting **5:00 PM, Wednesday, September 13, 2023** by Zoom or at the call of the Mayor.

CARRIED

Time 9:58 AM