

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

On-line only by ZOOM

5:00 PM, Wednesday, September 13<sup>th</sup>, 2023

On-line only by ZOOM

ZOOM LINK <https://us02web.zoom.us/j/84944XXXX>

PRESENT BY ZOOM

Mayor: Brenda Jones  
Councillors: Lee Chappell  
Jeff House  
Simon Lacombe  
Scott Stewart  
Clerk: Brent St. Denis  
Public Works: Darren Rogers, Alex Nicolson  
Absent: none

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5:05 PM

- Call to Order**
- Adopt Agenda**
- Declarations** of any pecuniary interest
- Delegations** – if any

Resolution # 23-09-01  
Moved: S Stewart  
Seconded: S Lacombe

That the September 13<sup>th</sup>, 2023 Council meeting agenda be adopted as presented.

CARRIED

**Public Works Committee meeting** in Committee of the Whole– Council members, Darren Rogers and Alex Nicolson.

Resolution # 23-09-02  
Moved: L Chappell  
Seconded: J House

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

Time- 5:06 PM

CARRIED

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

Resolution # 23-09-03  
Moved: L Chappell

Seconded: S Stewart

That we adjourn the Committee of the Whole and return to formal session.  
Time- 5:20 PM

CARRIED

Mayor Jones resumed chairmanship of the Council meeting.

Resolution # 23-09-04  
Moved: L Chappell  
Seconded: J House

That the following actions or items agreed upon in Committee of the Whole, if any, be followed up or noted;

- Diesel fuel inventory
- Old Woman's Trail discussions with NCC (watch for mustard grass propagation)
- Thanks to Darren and Alex for Breakwall support
- Garage cleanup
- Schedule ditching and culvert work
- Ok for CIL to grade 12<sup>th</sup> and 20<sup>th</sup> – plan gravel for roads
- D St. locate (in-process)
- Finish Breakwall project site cleanup including silt curtains into bags

CARRIED

Resolution # 23-09-05  
Moved: J House  
Seconded: S Lacombe

That the minutes of the August 3<sup>rd</sup> special meeting and August 5<sup>th</sup>, 2023 regular meeting be adopted.

CARRIED

### **Action Items**

**Breakwall Project Planning** – including authorizing payment advances for CIL totaling \$175K. And a discussion whether the NCU loan will be needed.

Resolution # 23-09-06  
Moved: L Chappell  
Seconded: S Stewart

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

- Project advance payments totaling \$175,000 are approved
- Use the NCU loan offer (\$100K) if needed
- Silt screens to be removed (some are damaged)

- Special CONGRATULATIONS extended to Corey Avra, Scott Richards and their team on a job well done
- The project was an excellent demonstration of community action together – many ratepayers stepped up to help
- Let DFO and MNRF know the project was completed and we were “out of the water” by mid-September
- Install a sign indicating KEEP OFF THE ROCKS – too dangerous, rocks may still shift

CARRIED

**Medical Building Project** – Confirm tender award to Stewart Renovations pursuant to Council Member Lee Chappell mandate given at August 3<sup>rd</sup> Special Meeting. Authorize down payment to Stewart Renovations at 60% of tender value.

**FROM AUGUST 3 MINUTES** - *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 8<sup>th</sup>, 2023. Building contents are not included.*

Council member Scott Stewart declared a conflict of interest in the following matter.

Resolution # 23-09-07

Moved: L Chappell

Seconded: J House

That further to conditional acceptance on August 3<sup>rd</sup> of the Stewart Renovations bid (Total of \$93,000 plus HST at 13%= \$105,090) for the construction of the new medical building as amended since then to better suit the township budget.

Now therefore be it resolved that Stewart Renovations be offered the contract and that a 60% down payment be paid to the contractor. The signing of a contract with Stewart renovations for the work is also authorized.

CARRIED

**Old Medical Building Removal Tender** – authorize sale to the lone bidder, Samantha Stewart for \$4750 (paid).

Resolution # 23-09-08

Moved: S Lacombe

Seconded: L Chappell

That the bid of \$4750 submitted by Samantha Stewart for the purchase of the old medical building be accepted and that the removal be done in accordance with the terms outlined in the

tender call.

CARRIED

**Manitoulin Planning Board** – consider an appointment from among Council members to fill the current vacancy

Resolution # 23-09-09

Moved: S Stewart

Seconded: J House

That the Manitoulin Planning Board vacancy be filled by Council member Lee Chappell and the Board Secretary to be so informed.

CARRIED

**McLeod House** – use of accommodations by well drilling company? Rate to be charged, if any? Township share?

**THIS ISSUE WAS TABLED DUE TO THE WELL DRILLING BEING POSTPONED TO 2024.**

### **Financial Report**

- a) Disbursements since last meeting NCU #1033 to #XXX) – list to be emailed
- b) Bank Statement Operating Accounts (to Sept 11<sup>th</sup>, 2023)
- c) Bank Statement Dock Accounts (to Sept 11<sup>th</sup>, 2023)
- d) Bank Statement Heritage accounts (to Sept 11<sup>th</sup>, 2023)

### **Northern Credit Union accounts as of September 11<sup>th</sup>, 2023**

<b>Account</b>	<b>Balance</b>
<u>Dock Account 101</u>	\$10,140.62
<u>Heritage Account 102</u>	\$23,030.41
<u>Operating Account 100</u>	\$367,197.29

\* Interest rate earned= 5.2%      **Total**      \$400,368.32

Resolution # 2023-09-10

Moved: S Lacombe

Seconded: S Stewart

That the Treasurer's report on bank balances and the list of disbursement cheques numbered from #1033 to # 1048 be hereby received.

CARRIED

### **Council Members' Concerns**

- Mayor Jones reported that Harold Robinson has acquired some stainless steel to fix the McLeod House water pump, the Hall main door knob needs fixing, the range hood wiring at the McLeod House needs connection (have Brian Mitchell fix it while he is on the

island for the Medical Building?)

- Council member Stewart reported that Rudy Lehtkemann had installed the metal siding on the gas shed - “thank-you” Rudy, Don Dzama cleaned up the village apple orchard, he will ask electrician Brian Mitchell for a quote on one or two 50-amp services at the dock and a timer for the compressor
- Council member Lacombe suggested gravel for the road to utilize the \$30,000 budgeted this year. Cockburn Island Logging is prepared to apply 3-years worth of gravel this year with payment over 3 years this year. He pointed out problems with the garage door tracks. (Jeff will get a figure for the 2024 budget) and asked if we should get a diesel space heater for the garage for cold season work - (building is not insulated). It was suggested the OP Building, which is insulated, might make a better workshop area.
- Council member Chappell asked about the finger docks – should we install an extra one? we can do better communicating with our ratepayers – many don’t know about the website. Voluntary email list?

Resolution # 2023-09-11

Moved: S Stewart

Seconded: J House

That we ask Cockburn Island Logging to lay about \$90,000 worth of gravel on township roads this year with payment at approx. 1/3 per year over the 3 years of 2023, 2024 and 2025.

CARRIED

Resolution # 2023-09-12

Moved: J House

Seconded: S Stewart

That we replace one door at the Public Works Garage in 2023 and the second door in 2024.

CARRIED

### **Clerk’s Report**

- a) Hall renovations update
- b) Forest fire preparation- consider in a future agenda?
- c) Magic Jack VOIP phone update

**Land Donation Offer** - Consider the offer of a ratepayer to donate land to the township

Resolution # 2023-09-13

Moved: S Lacombe

Seconded: S Stewart

That Council accept with appreciation the offer of a property donation by Mr. Tim Pointing and that the Clerk is authorized to make the necessary arrangements including issuing a tax receipt based upon the MPAC assessment if requested.

CARRIED

**Adjournment**

Resolution # 2023-09-14

Moved: S Lacombe

Seconded: S Stewart

That this meeting be now adjourned and that Council meet again at Wednesday, October 11<sup>th</sup>, 2023 at 5PM by Zoom or at the call of the Mayor.

CARRIED

Time – 6:25 PM