

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

5:00 PM, Wednesday, June 12th, 2024

On-line only by ZOOM LINK <https://us02web.zoom.us/j/84944196668>
(same link every regular meeting)

PRESENT BY ZOOM

Mayor: Brenda Jones
Councillors: Lee Chappell
Jeff House
Simon Lacombe
Scott Stewart
Clerk: Brent St. Denis
Public Works: Alex Nicolson
Absent: Nil

(a number of ratepayers observed the meeting)

5:00 PM

Call to Order

Adopt Agenda

Declarations of any pecuniary interest

Delegations – none

Resolution # 24-06-01

Moved: S Stewart

Seconded: J House

That the June 12th, 2024 Council meeting agenda be adopted with the addition of the Manitoulin Planning Board 2024 budget approval request.

CARRIED

Public Works Committee meeting – Council and available Public Works crew

Resolution # 24-06-02

Moved: L Chappell

Seconded: S Lacombe

That the we enter into Committee of the Whole so that an informal discussion with staff can be held regarding Public Works and related matters.

Time - 5:02 PM

CARRIED

Council Member Lee Chappell chaired the PW session. Items raised during the Public Works Committee of the Whole included;

- CIL has started grading the 10th,
- The 12th & 15th project signs have been removed

- Treefall on the 15th has been cleared
- Beavers on 10th to be managed
- New “F” dock in place
- The new dock pontoons are now on the island
- A quote to supply and install two PW garage doors has been received (see resolution later in the meeting, Res# 2024-06-11)
- Concerning the Medical Building completion – dates with the contractor have been agreed upon
- McLeod mattress covers have been received
- The dangerous large maple tree has been removed
- Water truck is now working
- Brush hog tractor needs work (hydraulic pump and power steering leaking)
- Shingles at landfill allowed? – yes, but contact PW first before dumping

Resolution # 24-05-03

Moved: S Lacombe

Seconded: S Stewart

That the Committee of the Whole be adjourned and that we return to the regular meeting of Council.

Time – 5:31PM

CARRIED

Resolution # 24-06-

Moved: J House

Seconded: L Chappell

That the minutes of the May 8th, 2024 regular meeting be adopted.

CARRIED

Action Items

Heritage Committee Schoolhouse and Museum proposals – confirm on-site approval of recommendations

Resolution # 24-06-05

Moved: L Chappell

Seconded: S Lacombe

That the Council confirms its earlier informal decision to support the Heritage Committee’s plans for a new window to be installed in the museum and to repaint the red Schoolhouse trim.

CARRIED

Council member Chappell refrained from participating in the discussion and voting on the following matter.

Resolution # 24-06-06

Moved: S Stewart
Seconded: S Lacombe

That Council determines as follows as it concerns the placement in the Dock House of a suitable memorial in honour of the late Lee Chappell Sr.

- the installation of a memorial boat wheel as proposed is approved.

CARRIED

Confirm Council's May Long Weekend PW "Walk-Around" notes – see copy at end of Agenda

Resolution # 24-06-07

Moved: J House

Seconded: S Lacombe

That the report on the May Long Weekend Council tour of roads, buildings and property be accepted as part of the 2024 work plan and that the report be appended to these minutes below.

CARRIED

Cockburn Island Sports & Conservation Club proposal re: **kayak lift** –

*(THE PROPOSAL SUBMITTED BY THE CLUB – "At our Club meetings November 7, 2023 and May 18, 2024 discussion was had regarding the purchase of a kayak lift for use by the community as part of the Cockburn Island Sport and Conservation Club's commitment to supporting sporting activities on the island in addition to conservation efforts. After looking in to this, it appears that this would require dock space. As a club, we are reaching out to your organization to assess the interest in purchasing and maintaining a kayak lift for use at the municipal marina). **ITEM TABLED***

Ontario FireSmart Communities Grant - administered by the Ministry of Natural Resource and Forestry, is now open for all municipalities within the [fire region](#) of Ontario. This grant offers limited funding to support municipalities with FireSmart Community initiatives aimed at reducing the risk and impact of wildland fires. Funding provided through this grant will help municipalities: Complete hazard forest mapping for wildland fires, develop a Community Wildland Fire Protection Plan (CWPP), including: Wildland Fire Hazard Risk Assessment, Wildland Fire Mitigation Strategies. Applications are due September 30th.

Resolution # 24-06-08

Moved: S Lacombe

Seconded: S Stewart

That Council determines as follows as it concerns making an application to the Province's FireSmart Communities Grant program;

- The Clerk-Treasurer is authorized to prepare and submit an application.

CARRIED

Medical Building Update

Council member Stewart refrained from participating in the discussion and voting.

Resolution # 24-06-09

Moved: J House
Seconded: L Chappell

That the following be done as it concerns plans to have the new Medical Building completed as soon as possible;

- Accept the commitment of Brad Stewart Renovations to complete the work in the period July5-14.

CARRIED

Manitoulin Planning Board Budget – the Planning Act requires that member municipalities accept the budget by resolution. Our 2024 levy is \$1116.58.

Resolution # 24-06-10

Moved: J House
Seconded: S Stewart

That Council determines as follows as it concerns the 2024 Manitoulin Planning Board (MPB) budget which includes a Cockburn Island township levy totaling \$1116.58

- Accept the proposed MPB budget

CARRIED

Resolution # 24-06-11

Moved: J House
Seconded: L Chappell

Asit concerns the supply and installation of two roll-up garage doors on the PW Garage Now therefore be it resolved that the quote received from Jacob Little Installations & Contracting Services in the amount of \$12,097.78 plus HST be accepted and that Council Member Scott Stewart is hereby authorized proceed with the work. The township will supply at its cost transportation to/from the island for workers, material and tools.

CARRIED

Resolution # 2024-06-12

Moved: S Lacombe
Seconded: S Stewart

That the Treasurer's report on bank balances and cheque disbursements (#1144 to # 1161) and the township's VISA card statement be hereby received.

CARRIED

Council Members' Concerns

- Council Member Lacombe asked about the different township bank accounts. The Clerk-Treasurer clarified that all transactions are processed through the main credit union operating account with to/from amounts (Township Heritage and Dock accounts) being periodically reconciled, usually year-end in normal circumstances.
- Council Member House asked about the Zoning By-law (ZB). (Council member Chappell and the Clerk are working on the ZB and will be meeting again shortly with the intention of having the ZB ready for First and Second Reading at the July meeting). He asked if the calcium kit on the tanker truck was ready for road treatment? (Alex reported that a few

parts were needed). The garbage can at the beach has been removed.

- Council Member Chappell mentioned we needed to pay more attention to workplace safety issues. Should we invest in a satellite phone? Add the new medical building to the insurance quote? Post a sign at the sauna? “USE AT YOUR OWN RISK”.
- Council Member Stewart reported that the backhoe runs rough on the road. Is it cheap tires? He and Alex will review the tire situation.
- Mayor Jones mentioned that Jim Gardiner passed away. The sign at the dock mentioning that permission slips be obtained should be re-worded or removed as it causes confusion.

Clerk’s Report

- a) McLeod House rental reservation September 22 – 27. Shawn Robertson, Dept. of Fisheries and Oceans Canada, Sea Lamprey Control Centre
- b) Confirm Council Attendance records – January to June 2024 for honoraria. Included in council documents.

CLOSED SESSION – to discuss a contract matter. Scott Stewart excused himself from the meeting.

Resolution # 2024-06-13

Moved: L Chappell

Seconded: S Lacombe

That we enter into Closed Session to discuss a contract matter. Time- 6:34 PM
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CARRIED

Resolution # 2024-06-14

Moved: J House

Seconded: L Chappell

That we return to Open Session Time 7:03 PM
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CARRIED

Adjournment

Resolution # 2024-06-15

Moved: S Lacombe

Seconded: J House

That this meeting be now adjourned and that Council meet again on Wednesday, July 10 th , 2024 at 5PM by Zoom or at the call of the Mayor.

CARRIED

Time – 7:07 PM

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May Long Weekend 2024 Council Walk Around – Notes

(prepared by Council member Chappell)

1. Roadworks

- a. Cockburn Island Logging to assist with the township road grading
- b. Intent is to grade the following roads in priority sequence pulling all sod in and leaving for a couple weeks to dry out.
- c. Once all roads are grading then CIL to propose locations where gravel is need to finish the roads.
- d. Alex will be trained and assist in the final grading.
 - i. In the hamlet
 - ii. 10th
 - iii. 12th from hamlet to the 20th
 - iv. 15th from 12th to sand beach
 - v. Sand lake road
 - vi. 20th from 12th to 14th
 - vii. 12th from 20th to log dock
 - viii. 20th
- e. Roads will be stone raked by Cockburn municipality to remove large stones
- f. Provincial signage on 12th & 15th to be removed
- g. Remove deadfall on 15th extending into ditch and encroaching onto road.

2. Ditching

- a. Priorities are
 - i. T Street - In front of Nelson House
 - ii. D street – Crockfords drainage issue
 - iii. 14th – In front of Bill Williamsons house
- b. Scott and Lee to review grades with Scott's transit
- c. After successful beaver trapping, culvert on 10th (swamp) to be reviewed and collar added to extend culvert
- d. Scott to draw up improved culvert grate for easy removal/cleaning

3. Docks

- a. Alex to finish prepping docks on shore for new pontoons and lumber
- b. Lee to contact Scott R to see how we can expedite delivery of pontoons and lumber to Cockburn.
- c. Install (2) dock sections onto ends of docks B & C - complete!
- d. Will prepare a written procedure for fall dock winterization & spring install/maintenance – Scott to support.
- e. Island map sign to be reinstalled at end of first row of vehicles.
- f. Contact Sherry Bemish to get new sign template on side of boat house

4. Garage

- a. Scott to investigate supply & install services for (2) roll up doors in garage
- b. Alex to review sealing of north wall soffit before next winter to prevent snow drifts inside.
- c. Lee to discuss all electrical scopes with Shane from Manitoulin transport.

- d. Discussed small plasma cutter in conjunction with torch kit – future 2025 budget?
- 5. Fraser Building
 - a. Jeff to coordinate with first aiders what excess supplies can be disposed of
 - b. Alex to order LED lights for interior
 - c. Alex to review trailer to ensure “ready to go” in case of emergency
- 6. Medical Building
 - a. Lee to coordinate deficiency list walk through with Brad Stewart – Complete, see email
 - b. Once building is complete Jeff to work with first aiders to determine clear tote requirements.
- 7. Equipment Storage Building
 - a. Alex to clean and organize (rainy day project)
- 8. McLeod House
 - a. Alex to install bathroom vent cover
 - b. Scoot to investigate blockage in toilet
 - c. Alex to order new mattress covers
 - d. Scott to locate and purchase new fridge.
 - e. Alex to order new area rug for living room to cover shipped flooring
- 9. School
 - a. Alex to remove dead maple tree in back. Ensure there’s a safety watch. Contact a council member to support
- 10. Hall/Church
 - a. No action by municipality.
 - b. Heritage club installing new ceiling tiles.
- 11. Sauna
 - a. Alex to paint all exterior wood
 - b. Alex to fix broken siding
 - c. Alex to procure/install fire extinguisher for sauna.
 - d. Lee to discuss power install with electricians
 - e. Alex to remove sauna rock and inspect fire box
 - f. Alex to repair rotten sill plate on east window,
- 12. OOP Grage
 - a. Scott & Jeff to look at truck for overheating issues
 - b. Alex to dispose of old street light
 - c. Alex to complete pisser packs mounts for truck. Scott has a design?
 - d. Once truck is repaired and roads graded need to start the calcium spray on the roads
 - e. Alex to stage the following for web site sale
 - i. Red pisser packs
 - ii. Doors
 - iii. Cable on reel

