

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

5 PM, WEDNESDAY, **OCTOBER 9th, 2024**

Meeting On-line by ZOOM

ZOOM LINK <https://us02web.zoom.us/j/84944196668>

(same link every regular meeting)

PRESENT

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

(a number of ratepayers observed the meeting)

SPECIAL GUESTS: FOR INTEGRITY COMMISSIONER (CI) INTERVIEWS

- GOOD SENSE WORKPLACE SOLUTIONS
- E4M INTEGRITY COMMISSIONER SERVICES

5:00 PM

Call to Order

Declarations of any pecuniary interest

Delegations – none

New Business – none

Resolution # 24-10-01

Moved: S Lacombe

Seconded: S Stewart

That the October 9th, 2024 Council meeting agenda be adopted.

CARRIED

Shortly after 5:00 PM Integrity Commissioner Interview with Good Sense Workplace Solutions

Resolution # 24-10-02

Moved: S Lacombe

Seconded: J House

That Tyler Rains, Lisa Salvini and Jeremy Gritten of the firm **Good Sense Workplace Solutions** be thanked for their presentation this evening,

CARRIED

For the above Good Sense interview and the later E4M IC Services interview the main questions and concerns related to;

- Fee structure in general. Billing starts when an investigation commences.
- Not all complaints lead to an investigation. The CI makes that decision. Education as to Code of Conduct is important whether an investigation takes place or not.
- Cost, if any, for council member or ratepayer inquiries that don't require an investigation – usually nil.
- Retainer fee, if any – usually nil.
- Complaint processing procedure
- Council's involvement in the process - IC reports to Council which is responsible for any action to be taken. The IC can only recommend, not act. Council can agree or disagree with an IC recommendation
- IC does not "oversee" council decisions. Range of complaints is narrow – limited to Code not municipal issues. IC is not a mediator.
- IC reports are public
- Action to be taken by Council, at its discretion if a report is made
- Complaints leading to legal stage not included in IC process

Public Works Committee meeting – Council and available Public Works crew

Resolution # 24-10-03

Moved: S Lacombe

Seconded: S Scott

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: 5:28 PM

CARRIED

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

PW MEETING NOTES:

- Some D St ditching has started in the vicinity where the hydro line crosses under the ditch
- Discussions to be held with Cockburn Island Logging for ditching services at agreed township machine rates
- Dock maintenance is ongoing
- Some brush hogging has been completed (windshield damaged)
- Hall parking lot graded
- Moving dock for winter
- Area by Phone Booth needs cleaning
- Radios vs SPOT messenger service
- Try to get 2 pallets of calcium to island before season ends for 2025
- New garage doors work great
- WIFI booster for PW garage

- Fuel has been brought in by jerry can until barge is running

Resolution # 24-10-04

Moved: J House

Seconded: S Lacombe

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

Time: 5:39 PM

CARRIED

Resolution # 24-10-05

Moved: S Lacombe

Seconded: S Stewart

That the minutes of the September 11th, 2024 regular meeting be adopted.

CARRIED

Action Items

Medical Building Update – review latest information, sign-off?

Resolution # 24-10- 06

Moved: J House

Seconded: L Chappell

That Council determines as follows as it concerns the Medical Building;

- Since there are a few deficiencies yet to be resolved that a final settlement be discussed in a Closed Session

CARRIED

Zoning By-law –Bylaw #2024-05 at third and final reading

Resolution # 24-10-07

Moved: S Stewart

Seconded: J House

That Be It Resolved that By-law #2024-05 being a by-law to adopt a new Zoning By-law be read a third and final time, be adopted, be signed by the Mayor and Clerk, be sealed with the corporation's seal, be numbered #2024-05, and be filed in the by-law book and a Notice posted on the township's website.

CARRIED

Resolution # 24-10-

Moved: L Chappell

Seconded: S Stewart

That the following check list concerning the steps in the approval of a Zoning By-law be included in the minutes as a record of the township's efforts to follow proper procedure;

Ministry outline - How a zoning bylaw (ZB) is passed. **Township responses in BOLD type.**

- 1) Before council passes a zoning bylaw, it must first give as much information as possible to the public. **ZB DRAFT HAS BEEN ON THE TOWNSHIP WEBSITE SINCE 2023 - NIL COMMENTS EXCEPT BY COUNCIL MEMBERS. COCKBURN ISLAND TOWNSHIP IS A MEMBER MUNICIPALITY OF THE MANITOULIN PLANNING BOARD (MPB).**
- 2) There must also be at least one public meeting before a bylaw is passed and everyone who attends the meeting must have a chance to speak. **CONSIDER AUGUST 3, 2024 ON-ISLAND MEETING, IN-PERSON AS OUR PUBLIC MEETING. ZB WAS ON THE AGENDA.**
- 3) Notice of this meeting is given at least 20 days in advance, either through local newspapers or by mail and posted notice. **CONSIDER DISTRIBUTION OF JULY 10th AND AUGUST 3rd REGULAR MEETING AGENDAS AS NOTICE. NO SINGLE NEWSPAPER WOULD COVER ALL RATEPAYERS.**
- 4) An open house information session is also required for a bylaw that is being brought into conformity with an official plan which has been updated as part of an official plan update and for a community planning permit bylaw. **CONSIDER AUGUST 3, 2024 ON-ISLAND, IN-PERSON MEETING AS OUR OPEN HOUSE INFORMATION SESSION. ZB WAS ON THE AGENDA. THE MAYOR ASKED FOR PUBLIC INPUT ON ANY MUNICIPAL MATTER INCLUDING THE ZB**
- 5) A municipality is required to update its zoning bylaws no less than three years after the approval of an official plan update. **DELAYED DUE TO THE COVID PERIOD (2020-2022). THE NEW OFFICIAL PLAN WAS APPROVED BY THE MINISTRY ON OCTOBER 19th, 2018.**
- 6) Your local council may also consult with interested agencies before it makes a decision. After hearing everyone's concerns, council may decide to pass, change or reject the proposed bylaw. If it decides to make some changes, it may also decide to hold another public meeting. **AT COUNCIL'S OPTION.**
- 7) Once council has passed the bylaw, it must give notice of the bylaw's passing within 15 days. Any person or public body that meets certain requirements may, not later than 20 days after the notice of the passing of the bylaw is given, appeal to the ONTARIO LAND TRIBUNAL (OLT) by filing a notice of appeal with the municipal clerk, accompanied by the fee required by the OLT. **WHEN COUNCIL ADOPTS THE ZB THE NOTICE OF ADOPTION WILL BE ON THE TOWNSHIP'S WEBSITE.**

CARRIED

OPP 2025 billing amount – up from \$16,892 in 2024 to \$20,458 for 2025 which is an increase of \$3566 (21%).

Resolution # 24-10-09

Moved: S Lacombe
Seconded: L Chappell

That the Clerk-Treasurer is hereby authorized to write a letter to the Ontario Solicitor General to inquire why there is such a large increase (21%) over 2024 and requesting statistics on the number of OPP service calls to the island over the last 5-10 years. (It was Nil in 2023). And that a request for a levy reduction be included in the letter.

CARRIED

KBA- <https://kbacanada.org/> see invitation in Council package - “Key Biodiversity Areas (KBA) are sites that contribute significantly to the persistence of biodiversity”.

Resolution # 24-10-10
Moved: J House
Seconded: S Lacombe

That Council determines as follows as it concerns participation in the Key Biodiversity Areas (KBA) network:

- Acknowledge the invitation and do more research on the matter

CARRIED

Dog Control

It was agreed that any dog control complaints received would be referred to the Council for consideration and possible follow-up.

Planning Board Quorum Issue- see letter from MPB Secretary about a local alternate when a quorum is needed for in-person Planning Board meetings.

Resolution # 24-10-11
Moved: J House
Seconded: L Chappell

That in response to a letter received from the Manitoulin Planning Board requesting the appointment of an alternate member representing Cockburn Island Township,
Now therefore be it resolved that Council determines as follows;

- We appoint Ian Anderson as our alternate on the Manitoulin Planning Board (MPB) until such time as the MPB’s internet service allows for on-line Zoom participation

CARRIED

Financial Report

- a) Disbursements and NCU VISA, (cheques # 1191 to 1200)
- b) Northern Credit Union Bank balances as of **Oct 5/24**.

Account Name	Balance
<u>Dock Account 101</u>	\$14,408.41
<u>Heritage Account 102</u>	\$37,510.39
<u>Operating Account 100</u>	\$205,312.62
TOTAL ALL 3 ACCOUNTS	\$257,231.42

Resolution # 2024-10-

Moved:

Seconded:

That the Treasurer's report on bank balances and cheque disbursements (#1191 to #1200) and the township's VISA card statement be hereby received.

CARRIED

Council Members' Concerns

APPRX 6:00 pm Integrity Commissioner Interview with E4M IC Services

Resolution # 24-10-13

Moved: S Lacombe

Seconded: S Stewart

That Peggy Young and Josh Young of the firm **E4M Integrity Commissioner Services** be thanked for their presentation this evening,

CARRIED

Resolution # 24-10-14

Moved: J House

Seconded: L Chappell

That whereas Council interviewed two IC firms (Good Sense and E4M) now therefore be it resolved that Council will continue the selection process as follows;

- This matter to be returned for further consideration at Council's next meeting

CARRIED

Clerk's Report

- a) Funding agreement for our share of the Federal Gas Tax has been signed by Province. (\$1006 per yr)
- b) Update on Surplus sales - fridge and garage doors transportation - SOLD
- c) Weather Station update – reimbursement request submitted to supplier (Davis) – the issue has been sent to management - this company has been a challenge to work with unfortunately
- d) PW fuel supply- *Yes, I have been in contact with Alex, he has gotten a bit over 200 liters off us. We will be getting our certification; fingers crossed Thursday and will be heading to the island with a barge. We will be bringing off the fuel truck but if the township wishes we can run a load of fuel in for them with the tug or if they can hold off a week or so we will bring the truck back in with fuel. Expense will be more for the*

- tug trip but the wait is longer for the fuel truck. Just let me know, I may not be at the meeting on zoom as I have a course Wednesday evening from 6-9:30. Thanks, Scott*
- e) Who owns clear stone byproduct from A gravel screening project/ should be the same as A gravel arrangement – the township pays CIL the pit run price for A gravel and clear stone as they are used
 - f) D St. ditching project notices sent out for fall or spring project
 - g) Income Statement as of August 31/24 sent out
 - h) Broadband on island update

It was agreed that a WIFI booster be purchased (apprx \$155 plus tax) for the PW garage to improve connectivity inside the building in support of PW communications (text and internet).

CLOSED SESSION for the purpose of bringing the Medical Building contract to conclusion. The ratepayers on the Zoom call were asked to leave the meeting. Council member Stewart excused himself from the meeting due to a possible conflict of interest (family).

Resolution # 2024-10-15
Moved: J House
Seconded: L Chappell

That we enter Closed Session.
Time: 6:45 PM

CARRIED

Resolution # 2024-10-16
Moved: S Lacombe
Seconded: J House

That we return to Open Session
Time: 7:13 PM

CARRIED

Resolution # 2024-09-17
Moved: S Lacombe
Seconded: L Chappell

That as a result of discussions in Closed Session that the following be done;

- That we proceed as discussed and decided in Closed Session as it concerns the Medical Building contract

CARRIED

Adjournment

Resolution # 2024-10
Moved:
Seconded:

That this meeting be now adjourned and that Council meet again at 5:00 PM on Wednesday

November 20th by Zoom or at the call of the Mayor

CARRIED

Time –7:14 PM