

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

5:00 PM WEDNESDAY, DECEMBER 10<sup>th</sup>, 2025

Meeting On-line by ZOOM

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

(link is the same for every regular meeting)

PRESENT

Mayor: Brenda Jones  
Councillors: Lee Chappell  
Simon Lacombe  
Scott Stewart  
Clerk: Brent St. Denis  
Lynn Jackes: Observer (CT orientation)  
Absent: Jeff House

(A number of ratepayers observed the meeting.)

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Time – 5:00 PM

**Call to Order**

**Declarations** of any pecuniary interest

**Delegations** – if any

**New Business** – if any

Resolution # 25-12-01

Moved: S Lacombe

Seconded: S Stewart

That the DECEMBER 10<sup>th</sup>, 2025 Council meeting agenda be adopted.

CARRIED

Resolution # 25-12-02

Moved: L Chappell

Seconded: S Lacombe

That the minutes of the November 19<sup>th</sup> regular meeting be adopted.

CARRIED

**Informal Public Works Committee meeting** – these meetings will start again with the first meeting of the 2026 Public Works season.

**Action Items**

**COCKBURN ISLAND PARK PROPOSAL UPDATE** - On Monday Dec. 8<sup>th</sup> a zoom meeting was held with MECP officials to review Council’s Nov 19<sup>th</sup> resolution. Meeting notes are at the end of the minutes.

Resolution # 25-12-03  
Moved: S Stewart  
Seconded: L Chappell

That whereas Parks Ontario has proposed the creation of a new “**nature class reserve**” provincial park in the southwest area of the island (former Schramm and Novy properties, approx 477 acres),  
Whereas the Council had outlined its questions and concerns in a November 19<sup>th</sup> resolution  
And whereas two Ontario Parks officials with the Expanding Protected Areas Project office (David Coulas and Will Kershaw) met with township representatives by Zoom on December 8<sup>th</sup> to review the resolution,  
Now therefore be it resolved that Messrs. Coulas and Kershaw be thanked for their very helpful responses and information.  
And further, Council confirms, in response to the Ministry invitation made December 8<sup>th</sup>, its intention to participate in the development of the park management plan.

CARRIED

Additional points related to the above-noted park proposal included, among other things, council member concerns, comments and questions such as;

- The council feels that the ministry and township visions were generally in alignment
- Ministry officials indicated no changes to the management of the area were planned
- The availability, as needed, of an Ontario Parks Stewardship team was well received,
- The details surrounding the unopened road allowances apparently to be included within the park boundary – seek agreement on the rationale or changes and potential impact on township operations and abutting properties,
- The township’s trails agreement with NCC would be the model Council would aim for
- further clarification needed on hunting and the disposition of abandoned buildings.

## **2026 BUDGET CONSIDERATIONS**

Resolution # 25-12-04  
Moved: L Chappell  
Seconded: S Lacombe

That the Clerk-Treasurer be charged with preparing an early draft of a 2026 Budget for initial review at the January or February regular meeting. And that the draft should include plans to utilize a grant under the new Ontario PotHoles program, some transition costs to accommodate a new Clerk-Treasurer likely in May and capital items left over from 2025.  
And that a 2% inflation increase be used for the draft.

CARRIED

## **ONTARIO POT HOLE PROGRAM**

Resolution # 25-12-05  
Moved: S Stewart  
Seconded: S Lacombe

That Council authorizes the Clerk-Treasurer to submit an application for a grant to the new Ontario Pothole Prevention and Repair Program (PPRP) and that he confirm that some possible projects including whether screening a long-term inventory of “A” gravel for road resurfacing would be a permitted expenditure.

CARRIED

**Fire Marshal Assistant-** in July 2020 Council adopted the following resolution but due to an error in the administration he was not paid from 2020 to 2025 (6 years). It was suggested that in future this be paid each June to coincide with the Council honoraria. The retroactive payment will be \$3000.

ADOPTED JULY 2020- That we appoint the new Thessalon Fire Chief, Scott Lawrence, as the Cockburn Island Township Ontario Fire Marshal Assistant to replace the late Marty Lovelace and that he be offered the same \$500 annual honorarium. And further that the Office of the Fire Marshal be informed.

Resolution # 25-12-06  
 Moved: L Chappell  
 Seconded: S Stewart

That whereas an administrative error has meant that Scott Lawrence has not been paid his annual Ontario Fire Marshal Assistant honorarium of \$500/yr since 2020, Now therefore be it resolved that the retroactive payment be made with our apologies. And that Mr. Lawrence be asked for his advice on wildland fire training and his ideas on spending the funds approved under the CEGP fire grant program (\$22,500).

CARRIED

**Financial Report**

Receive report on disbursements by cheque, transfer, auto-debit, NCU “pay bills” and VISA.

<b>Northern Credit Union Bank balances as of December 5<sup>th</sup>, 2025</b>	
<b><u>Dock Account 101</u></b>	<b>\$15,979.04</b>
<b><u>Heritage Account 102</u></b>	<b>\$75,173.89</b>
<b><u>Operating Account 100</u></b>	<b>\$111,058.39</b>
<b><u>1 YEAR 3.1% LANDFILL GIC 403</u></b>	<b>\$10,000.00</b>
<b><u>1 YEAR 3.1% OPERATING GIC 404</u></b>	<b>\$150,000.00</b>

**TOTAL \$362,211.32**

**NOTE-** CASH MID-NOVEMBER 2024 = \$288,726 VERSUS \$366,735 MID-NOVEMBER 2025. BUT WE HAVE A \$22,500 UNSPENT CEGEP GRANT ON HAND PLUS A HERITAGE DONATION. SO SLIGHTLY UP BY ABOUT \$30K.

Current Interest Rate earned on Operating account .....2.45 %

Current Interest Rate earned on Twp Heritage Account .... 1.95 %  
Current Interest Rate earned on Dock Account.....1.95 %  
Both GICs .....3.1%, one-year from Sept/25

Resolution # 2025-12-07

Moved: S Stewart

Seconded: L Chappell

That the Treasurer’s report on bank balances, cheques, auto-debit payments, EFTs, e-transfers and the VISA card statement(s) be hereby received.

CARRIED

**Council Members’ Concerns** – no reports

**Clerk’s Report**

- a) the totes with old documents are in Brenda’s garage in Thessalon – move island in spring?
- b) Hall well registration has been provided by the well driller. Included with meeting attachments in 2 parts due to size.
- c) The council honorarium report has been distributed.
- d) Clerk-Treasurer transition progress update including May target, some IT items, 1/3 payment (Lynn) in January of planned transition remuneration, confidentiality agreement, some IT including moving, in due course, files in the Cloud etc
- e) Former long-time Clerk-Treasurer turns 90 in January. The Clerk will deliver a certificate of best wishes from the Mayor at the celebration.

**Adjournment**

Resolution # 2025-12-08

Moved: S Lacombe

Seconded: L Chappell

That this meeting be now adjourned and that Council to meet again by Zoom at 5 PM Wednesday JANUARY 14<sup>th</sup>, 2026 or at the call of the Mayor.

CARRIED

Time – 5:41PM

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**PARK PROPOSAL** – summary of December 8<sup>th</sup> discussion over Zoom with officials from the Ministry of the Environment Conservation and Parks, **David Coulas**, Manager, Expanding Protected Areas Project, Ontario Parks and **Will Kershaw**, Senior Protected Areas Planner, Expanding Protected Areas Project, Ontario Parks. Joining the meeting were Lee Chappell, Scott Stewart, Lynn Jackes and the Clerk-Treasurer.

- Mr. Coulas expressed regret for an oversight that meant the township’s input was missed prior to the announcement of a proposal to create the Cockburn Island Additional Provincial Park. He said Ontario Parks very much wants to work with the township for a successful project. The ultimate goal is to avoid any degradation of the area.
- He indicated that Council’s position as outlined in the November 19<sup>th</sup> resolution pasted below aligns with the Ministry’s intentions. The proposed new park will be designated as a “Nature Class Reserve” and as such the human footprint allowed will be minimal. No current use will be restricted such as trail use.
- Ontario Parks has a Stewardship team which can be called in to deal with public misuse of the area. Necessary cleanup can be arranged if needed.
- A 5-year Management Plan will be crafted with the township invited to participate.
- The abandoned buildings now in the proposed area will be dealt with in an appropriate way.
- Payment-in-lieu-of-Taxes will automatically be triggered once a final park designation is made
- The park area would comprise the former Schramm and Novy properties which were acquired by the Province some years ago. In the Ministry’s view the time has come for a formal **nature reserve** designation.

**COUNCIL’S NOVEMBER 19<sup>th</sup> RESOLUTION**

That whereas the Province’s Ministry of Environment, Conservation and Parks (MECP) has proposed establishing a new 477-acre park to be known as the Cockburn Island Addition Provincial Park in the southwest area of the island, on land it now owns outright (former Schramm property),

And whereas the township has not yet been officially informed or contacted about this plan,  
Now therefore be it resolved,

- that the Ministry confirm that, in effect, there are no actual changes from the current use of this area including that it conforms to our municipal Zoning Bylaw,
- that the Province undertake to ensure that the level of payments-in-lieu of taxes are such that it recognizes its value to the network of Provincial parks.
- That given the ecological sensitivity of the natural sand dunes along the island’s south shore and various species-at-risk plus the lack of island visitor infrastructure on our island that this area **not** be the subject of any tourism promotion campaigns – that the area be left as peaceful and undisturbed as it is now
- And further that No Signage should be erected, No Open fires allowed and No Camping allowed.