

COUNCIL MINUTES

TOWNSHIP OF COCKBURN ISLAND COUNCIL MEETING

5:00 PM, Wednesday, FEBRUARY 28th, 2024

On-line only by ZOOM

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

PRESENT BY ZOOM

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

5:00 PM

Call to Order

Adopt Agenda

Declarations of any pecuniary interest

Delegations – none

NOTE – There will be no Public Works Committee meetings until April or May while Darren and Alex are off. PW issues can be raised during the Council Member Concerns portion of the meeting as in the past.

Resolution # 24-02-01b

Moved: S Stewart

Seconded: J House

That the February 28th, 2024 Council meeting agenda be adopted.

CARRIED

Resolution # 24-02-02b

Moved: L Chappell

Seconded: S Stewart

That the minutes of the February 7th regular meeting be adopted.

CARRIED

Action Items

Continue Budget Discussion –Provision has been made for Dock refurbishment (\$30K), street lights (\$15K) and garage doors (\$15K)

Resolution # 24-02-03b

Moved: S Lacombe

Seconded: J House

That as it concerns the 2024 township budget the following additional items be noted;

- Adjust fuel to \$10,000

CARRIED

Docks Refurbishing

Resolution # 24-02-04b

Moved: J House

Seconded: S Stewart

That as it concerns the dock refurbishment project the following additional items be noted;

- Use 18-inch round floats by 10 feet long
- 4 sections per dock
- Approve the purchase and payment of the required cedar deck boards from Cockburn Island Logging
- The attaching and connecting hardware be purchased
- PW to assemble
- Estimated cost \$30,000

CARRIED

Street Lights Rehabilitation

Resolution # 24-02-05b

Moved: L Chappell

Seconded: S Lacombe

That as it concerns the street light renewal project the following items be noted;

- The solar light option is quite expensive so remove this from planning
- Hold off on issuing a Tender call for the time-being

CARRIED

Meeting with the Heritage Committee

Resolution # 24-02-06b

Moved: S Stewart

Seconded: S Lacombe

That we thank the Heritage Committee for meeting with Council on February 27th and that the following be confirmed with the correction to #5 noted;

- 1) The Heritage Committee's bank account will generally be used for operations without Council involvement,
- 2) The Township's Heritage account will generally be used for capital purchases,
- 3) For the above two items, the Committee and Council will communicate and coordinate in the best interests of the community,

- 4) The Heritage Committee shall continue managing its own bank account with the appropriate financial controls adopted as it sees fit,
- 5) Any member of Council sitting on the Heritage Committee may participate only as a non-executive officer and without signing authority,
- 6) The Township Treasurer is authorized to make payments as requested by the Heritage Committee that are in compliance with a pre-approved project or initiative,
- 7) The Township Council will seek the advice and support of the Heritage Committee for any expenditures from the Township's Heritage account held at the Northern Credit Union (Thessalon),
- 8) The Heritage Committee Treasurer and Township Treasurer will together discuss with the municipal auditor (BDO LLP) an acceptable arrangement that satisfies legal audit requirements for the Committee's bank account, if any.

CARRIED

Financial Report

- a) Disbursements since last meeting – (this period to be reported at the April meeting)
- b) Bank Statement Operating Accounts (to Feb 23, 2024)
- c) Bank Statement Dock Accounts (to Feb 23, 2024)
- d) Bank Statement Heritage accounts (to Feb 23, 2024)

Northern Credit Union accounts as of February 23, 2024

Dock Account 101	\$11,247.98
Heritage Account 102	\$36,315.21
Operating Account 100 *	\$234,750.90
* Interest rate earned= 5.2%	Total Cash Reserves \$282,314.09

Resolution # 2024-02-07b

Moved: J House

Seconded: L Chappell

That the Treasurer's report on bank balances be hereby received.

CARRIED

Council Members' Concerns

- Council member Stewart asked to look at our several Hydro accounts considering the monthly bills when we are mostly closed for the season. (The Clerk-Treasurer will arrange this. Note – the high amounts may be due to seasonal billing).
- Council member Chappell mentioned that Brian Mitchell, electrician, may have a price ready for upgrading the street lights. He cautioned against having several individuals dealing directly with him on electrical needs such as at the dock – one point of contact is preferable and less confusing. The water pump electrical setup at the Mcleod House needs work. One tender for all electrical work?
- Council member Lacombe suggested the new weather unit be purchased closer to the season's start to optimize the warranty period.

Clerk's Report

- a) Treasurer's Cashflow forecast through to start of 2024 on-island season in May.

2024	2024	2024	2024
Month-end	Month-end	Month-end	Month-end
Feb	Mar	Apr	May
* 223,021	205,285	223,024	261,919

- b) DSSAB 2024 levy – slightly lower than expected
- c) Emergency Preparedness grant application declined

CLOSED SESSION

Resolution # 2024-02-08b
 Moved: J House
 Seconded: S Lacombe

That we enter into Closed Session to discuss Public Works contracts.
 Time: 5:48 PM

CARRIED

Resolution # 2024-02-09b
 Moved: S Stewart
 Seconded: J House

That we return to Open Session
 Time: 6:50 PM

CARRIED

Resolution # 2024-02-10b
 Moved: S Stewart
 Seconded: L Chappell

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

CARRIED

Time – 6:54 PM