



REGULAR COUNCIL MEETING AGENDA

Date: Monday January 13, 2020
Time: 6:00 P.M.
Location: Council Chambers, 3rd Floor East
Victoria Hall Municipal Building
55 King Street West,
Cobourg, Ontario


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	THE CORPORATION OF THE TOWN OF COBOURG
	REGULAR COUNCIL AGENDA
	Monday January 13, 2020 at 6:00 P.M. Council Chambers, Victoria Hall, Cobourg

A Regular Council Meeting of the Cobourg Municipal Council will be held on Monday, January 13, 2020 at 6:00 P.M. in the Council Chambers, Victoria Hall, Cobourg.

I CALL TO ORDER

II MOMENT OF REFLECTION

III ADDITIONS TO THE AGENDA

IV DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST

V ADOPTION OF MINUTES OF THE PREVIOUS MEETING

1. Adoption of the December 2, 2019 Regular Council Meeting Minutes. 7 - 20

Action Recommended: THAT Council adopt the minutes of the Regular Council meeting held on December 2, 2019.

VI PRESENTATIONS

VII DELEGATIONS

1. Rick Miller, Marie Dressler Foundation, regarding an update on the status of the design for the 'Revitalization of Marie Dressler House'. 21 - 37

VIII DELEGATION ACTIONS

IX REPORTS

General Government Services

1. Committee of the Whole meeting notes held on Monday January 6, 2020. 38 - 47

Action Recommended: THAT Council receive the notes of the Committee of the Whole meeting held on Monday January 6, 2020 for information purposes. Page 2 of 119

Public Works Services

X MOTIONS

XI General Government Services

1. Motion from the Committee of the Whole, regarding the Recruitment of the 48
Town of Cobourg Chief Administrative Officer (CAO).
2. Motion from the Committee of the Whole, regarding the Pay Equity 49
Compensation Review update for Management and Non-Management
positions.

Parks and Recreation Services

Protection Services

Planning and Development Services

1. Motion from the Committee of the Whole, regarding Heritage Permit #HP-2019- 50
071 for 37-39 King Street East, Cobourg (Amit Sofer on behalf of TVM Group).

Protection Services

1. Motion from the Committee of the Whole, regarding a Request for an 51
Exemption to Sign By-law 008-2009 Swiss Chalet —70 Strathy Road,
Cobourg.

Planning and Development Services

1. By-law 001-2020, being a by-law to exempt Blocks 123, Plan 39M-901 (New 52
Amherst Blvd. and Charles Wilson Parkway) in the New Amherst Community
Stage 2, Phase 1, from the Part Lot Control provisions of the *Planning Act*,
R.S.O. 1990, c.P. 13, as amended.

Action Recommended: THAT Council adopt By-law 001-2020, being a by-law
to exempt Blocks 123, Plan 39M-901 (New Amherst Blvd. and Charles Wilson
Parkway) in the New Amherst Community Stage 2, Phase 1, from the Part Lot
Control provisions of the *Planning Act*, *R.S.O. 1990, c.P. 13*, as amended.

2. By-law 002-2020, being a by-law to exempt Lots 18-23 inclusive, Lots 28-32 53
inclusive, Lots 88-91 inclusive and Blocks 94-99 inclusive, Plan 39M-875
(Rollings St., Bennett Ave., Lonsberry Dr., Drewery Rd., and Hayward St.) in
East Village Phase 4 from the Part Lot Control provisions of the *Planning Act*,
R.S.O. 1990, c.P. 13, as amended,

Action Recommended: THAT Council adopt By-law 002-2020, being a by-law
to exempt Lots 18-23 inclusive, Lots 28-32 inclusive, Lots 88-91 inclusive and
Blocks 94-99 inclusive, Plan 39M-875 (Rollings St., Bennett Ave., Lonsberry
Dr., Drewery Rd., and Hayward St.) in East Village Phase 4 from the Part Lot
Control provisions of the *Planning Act*, *R.S.O. 1990, c.P. 13*, as amended,

Arts, Culture and Tourism Services

1. Motion from the Committee of the Whole, regarding the definition of 'Sustainability'. 54

Public Works Services

1. By-law 003-2020, being a by-law to enter into an amending Subdivision Agreement with Vandyk - West Park Village Limited, West Park Village Subdivision, Cobourg (PIN 51085-1298 Lots 1 to 81, Both Inclusive and Blocks 82 to 110, Both Inclusive - Plan 39M-876). 55

Action Recommended: THAT Council adopt By-law 001-2020, being a by-law to authorize the Mayor and Municipal Clerk to execute an amending Subdivision Agreement with Vandyk - West Park Village Limited.

XII BY-LAWS

General Government Services

THAT the following By-law(s) be passed:

1. By-law No. 001-2020 being a By-law to being a by-law to exempt Blocks 123, Plan 39M-901 (New Amherst Blvd. and Charles Wilson Parkway) in the New Amherst Community Stage 2, Phase 1, from the Part Lot Control provisions of the *Planning Act*, R.S.O. 1990, c.P. 13, as amended;
2. By-law No. 002-2020 being a By-law to exempt Lots 18-23 inclusive, Lots 28-32 inclusive, Lots 88-91 inclusive and Blocks 94-99 inclusive, Plan 39M-875 (Rollings St., Bennett Ave., Lonsberry Dr., Drewery Rd., and Hayward St.) in East Village Phase 4 from the Part Lot Control provisions of the *Planning Act*, R.S.O. 1990, c.P. 13, as amended,
3. By-law No. 003-2020 being a By-law to authorize the Mayor and Municipal Clerk to execute an amending Subdivision Agreement with Vandyk - West Park Village Limited West Park Village Subdivision, Cobourg (PIN 51085-1298 Lots 1 to 81, Both Inclusive and Blocks 82 to 110, Both Inclusive - Plan 39M-876).

Action Recommended: THAT leave be granted to introduce By-law # 001-2020 to By-law # 003-2020 and to dispense with the reading of the by-law by the Municipal Clerk and that the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

XIII PETITIONS

XIV COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)

- Water Committee - Sep 10, 2019;
- JACMB - Oct 23, 2019;
- PRAC - Nov 5 and Dec 3, 2019
- DBIA - Nov 7, 13 and 19, 2019;
- GRCA Nov 21, 2019;
- SCCAC Dec 4, 2019; and
- DBIA Dec 5, 2019.

56 - 94

XV CORRESPONDENCE

1. Correspondence, Dean Pepper, Chair of the Cobourg Police Services Board, 95 -
response to Cobourg Council Resolution requesting a report on the level of 110
crime and disruption in the immediate area of Transition House. (Protection
Services)

Action Recommended: THAT Council receive the correspondence from the Cobourg Police Services Board for information purposes.

2. Correspondence from the Ganaraska Region Conservation Authority (GRCA), 111 -
regarding the proposed Natural Heritage Waterfront Park. (Planning And 114
Development Services/Public Works Services).

Action Recommended: THAT Council receive the correspondence for information purposes.

3. Correspondence from Nancy Johnston, Executive Director, regarding 115 -
clarification on the role and benefits of the Cornerstone Family Violence 117
Prevention Centre. (General Government Services).

Action Recommended: THAT Council receive the correspondence for information purposes.

XVI NOTICE OF MOTION

XVII COUNCIL/COORDINATOR ANNOUNCEMENTS

Members of Council present verbal reports on matters within their respective areas of responsibility:

- Mayor John Henderson
- Deputy Mayor Séguin, General Government Services Coordinator
- Councillor Beatty, Planning and Development Services Coordinator
- Councillor Darling, Public Works Services Coordinator
- Councillor Chorley, Parks and Recreation Services Coordinator
- Councillor Burchat, Protection Services Coordinator
- Councillor Bureau, Arts, Culture and Tourism Services Coordinator

XVIII UNFINISHED BUSINESS

The items listed in the order of the topics set out in the agenda of prior meetings which have not been disposed of by Council and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of by Council, unless removed from the agenda by leave of Council - Council Procedural By-law No. 009-2019.

Unfinished Business Item	Meeting Date	Department/Division	Deadline Date
Review of the Taxicab by-law, with the inclusion of ride sharing transportation such as Uber or Lyft, and with input by the public and taxicab owners and operators. (Originally due November 25, 2019)	02-19-19	Legislative Department	Jan 27, 2020
Report on procedural, contractual or budgetary requirements to sustain door-to-door service that includes	25-11-19	Public Works	Jan 27, 2020

boarding and disembarking assistance for the accessible transit system.			
MOU to be provided to Council Re Cobourg Dragon Boat and Canoe Club (Originally due December 2, 2019)	07-22-19	Community Services	Jan 27, 2020
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	Jan 27, 2020
Report on the proposed Natural Heritage Waterfront Park proposed by the Willow Beach Field Naturalist	11-04-19	Community Services	Feb 9, 2020
Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing. (Originally due November 25, 2019)	01-28-19	Legislative Department	Feb 18, 2020
Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).	02-12-19	Multiple Departments/ Organizations	Feb 18, 2020
Staff Report in response to the Lifesaving Society's Aquatic Safety Audit Report for the Town of Cobourg Harbour, with input from the PRAC and all user groups.	09-23-19	Community Services	Mar 2020
Staff Report outlining the process and requirements to become a Certified Living Wage Employer.	12-02-19	CAO	Mar 9, 2020
Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina	09-03-19	Community Services	Apr 30, 2020
Report in response to the LUSI request regarding the Radio Frequency Water Meter Replacement Program.	01-06-20	CAO	Jun 2020
Revisions to the Long Service Recognition Policy from General Government Services.	09-23-19	Human Resources	

XIX CLOSED SESSION


XX CLOSED SESSION ACTION ITEM

XXI CONFIRMATORY BY-LAW

1. By-law No. 004-2020, being a by-law to confirm the proceedings of the Council Meeting of January 13, 2020. 118 -
119

Action Recommended: THAT leave be granted to introduce By-law No. 004-2020 and to dispense with the reading of the by-law by the Municipal Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on January 13, 2020 and the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

XXII ADJOURNMENT

	THE CORPORATION OF THE TOWN OF COBOURG
	REGULAR COUNCIL MEETING MINUTES
	December 2, 2019 Council Chambers, Victoria Hall, Cobourg

A Regular meeting of the Cobourg Municipal Council was held this evening in the Council Chambers, Victoria Hall, Cobourg with the following persons in attendance:

Members present: Mayor John Henderson
 Deputy Mayor Suzanne Seguin
 Councillor Nicole Beatty
 Councillor Aaron Burchat
 Councillor Adam Bureau
 Councillor Emily Chorley
 Councillor Brian Darling

Staff present: Ian Davey, Treasurer/ Interim Chief Administrative Officer
 Glenn McGlashon, Director of Planning and Development
 Laurie Wills, Director of Public Works
 Brent Larmer, Municipal Clerk/Manager of Legislative Services

CALL TO ORDER

The Meeting was called to order by Mayor Henderson (6:00 P.M.).

ADDITIONS TO THE AGENDA

1. Memo from the Director of Public Works, regarding 2020 Extended Transit Service Proposal; and
2. By-law 095-2019, being a by-law to authorize the execution of an agreement with BTS Network Inc. to operate extended accessible transit service.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling
 THAT the matters be added to the Agenda.

457-19

Carried

DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST

[Councillor Aaron Burchat declared a Pecuniary Interest on General Government Services Item No. 5 - Motion regarding the award of the Voice Over Internet Protocol \(VoIP\) Phone System Request for Proposal \(RFP-CO-19-20-ITS\).](#)

Councillor Burchat declared an interest for the following reasons as provided on the Declaration of Pecuniary Interest Form filed with the Municipal Clerk - Councillor Burchat indicated in Open Council that he works for Compton Telecommunications Services and the Company has declared a conflict on this item in the past and the Councillor will refrain from voting and participating in the discussion.

ADOPTION OF MINUTES OF THE PREVIOUS MEETING

Adoption of the November 12, 2019 Regular Council Meeting Minutes.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling
 THAT Council adopt the Minutes of the Regular Council Meeting held on November 12, 2019.

458-19

Carried

PRESENTATIONS

Rebecca Carman, Housing Services Manager Community and Social Services - County of Northumberland, and Christine Pacini, Partner, SHS Consulting presenting the Town of Cobourg Affordable Housing Strategy.

R. Carman, Housing Services Manager Community and Social Services of the County of Northumberland, and Christine Pacini, Partner, SHS Consulting attended the meeting to present the Town of Cobourg Affordable Housing Strategy. After a question and answer period, R. Carman and K. Pacini were excused from the meeting (7:01 P.M.).

DELEGATIONS

Kristina Nairn, Haliburton, Kawartha Pine Ridge District Health Unit (HKPR) on the HKPR District Health Unit's Report on Living Wages with a request that Council consider the first steps of investigation about becoming a Certified Living Wage Employer.

K. Nairn from the Haliburton, Kawartha Pine Ridge District Health Unit (HKPR) presented the HKPR District Health Unit's Report on Living Wages and discussed how the Town of Cobourg could become a Certified Living Wage Employer. After a question and answer period, K. Nairn was excused from the meeting (7:09 P.M.).

DELEGATION ACTIONS

Delegation Action, Kristina Nairn, Haliburton, Kawartha Pine Ridge District Health Unit (HKPR) on a request that Cobourg Council consider the first steps of investigation about becoming a Certified Living Wage Employer.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau THAT Council receive the delegation from Kristina Nairn, Haliburton, Kawartha Pine Ridge District Health Unit (HKPR) for information purposes.

459-19

Amended**Motion to Amend**

Moved by Councillor Nicole Beatty, Seconded by Councillor Aaron Burchat THAT Council add the following wording: THAT Council direct Staff to provide a report to Council for March 9, 2020 that outlines the process and requirements to become a Certified Living Wage employer, including what percentage of full-time and part-time employees are paid a living wage or above; and

FURTHER THAT that Council consider creating a working group to continue the process of becoming a Certified Living Wage employer and to review the community-wide benefits of the program pending the findings presented in the report.

460-19

Carried

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council receive the delegation from Kristina Nairn, Haliburton, Kawartha Pine Ridge District Health Unit (HKPR) for information purposes; and

FURTHER THAT Council direct Staff to provide a report to Council for March 9, 2020 that outlines the process and requirements to become a Certified Living Wage employer, including what percentage of full-time and part-time employees are paid a living wage or above; and

FURTHER THAT that Council consider creating a working group to continue the process of becoming a Certified Living Wage employer and to review the community-wide benefits of the program pending the findings presented in the report.

461-19

Carried

REPORTS**General Government Services**

Committee of the Whole meeting notes held on November 25, 2019.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council receive the notes from the November 25, 2019 Committee of the Whole Meeting for information purposes.

462-19

Carried

Planning and Development Services

Memo from the Senior Planner - Development, regarding an Application for Site Plan Approval - Development Agreement: 311-325 University Ave. W. & 387 William St., Andrew Ferancik, WND Associates on Behalf of 2642301 Ontario Ltd. & 2363219 Ontario Ltd.

Moved by Councillor Nicole Beatty, Seconded by Councillor Brian Darling THAT Council endorse the attached by-law for adoption at a Regular Council Meeting which authorizes the Mayor and Municipal Clerk to execute a Development Agreement with 2642301 Ontario Ltd., 2363219 Ontario Ltd. and Lakefront Utility Services Inc. for a residential development consisting of a four (4) storey, seventy-one (71) unit apartment building at 311-325 University Avenue West and 387 William Street, Cobourg (the "Subject Lands"), subject to the provision of additional and final site servicing and development details to the written satisfaction of municipal staff and applicable agencies, and prior to the removal of the Holding (H) Symbol on the Subject Lands by Council, on such matters including, but not limited to, design plans, reports, specifications and requirements pertaining to:

- the stormwater management system servicing the Subject Lands, particularly the technical specifications and requirements for the sealed underground storm chamber;
- the discharge of groundwater and/or drainage from the underground (basement) parking garage on the Subject Lands;
- measures required to improve the existing storm sewer outfall at Factory Creek to prevent erosion;
- the design specifications and costs associated with the installation of all necessary public infrastructure within University Avenue West and William Street to service the Subject Lands, including but not limited to watermain, sanitary and storm sewer, electrical and other utilities, roads, curbs, municipal sidewalk installation along University Avenue West from Margaret Street to William Street, and the restoration of all works and disturbances within the municipal right-of-way;
- the final design specifications of sanitary service pipe and pre-insulated pipe servicing the Subject Lands; and,
- other technical site design details relevant to the development of the Subject Lands, as required.

AND FURTHER THAT Council grant 2642301 Ontario Ltd. and 2363219 Ontario Ltd. a two (2) year deferral of applicable Building Permit, Planning Application, Tree and Parkland fees and levies for the subject development (with the exception of the deferral of Development Charges as previously granted by Council in April, 2019) in the amount of \$189,775.00, the provisions for which shall be incorporated into the Development Agreement.

463-19

Carried

Public Works Services

Memo from the Secretary of the Transportation Advisory Committee, regarding additional parking in the Town of Cobourg.

Moved by Councillor Brian Darling, Seconded by Councillor Aaron Burchat THAT Council receive the Memo for information purposes.

464-19

Carried

Memo from the Director of Public Works, regarding the approval to open a Single Bid for the Purchase of Excess Soil Contract Tender (CO-19-27 DPW).

Moved by Councillor Brian Darling, Seconded by Councillor Adam Bureau THAT Council authorize Public Works Staff to open the single bid received for the Purchase of Excess Soil contract CO-19-27 on December 10, 2019.

465-19

Carried

Memo from the Director of Public Works, regarding 2020 Extended Transit Service Proposal.

Moved by Councillor Brian Darling, Seconded by Councillor Adam Bureau THAT Council pre-approve a 2020 budget amount of \$40,000 for extended transit services in the Town of Cobourg; and

FURTHER THAT Council endorse a by-law for adoption at a Regular Council Meeting which authorizes the Mayor and Municipal Clerk to execute an agreement with BTS Network to operate extended transit service until July 1, 2020 and continue on a month to month based until December 31, 2020.

466-19

Carried

MOTIONS

General Government Services

[Motion from the Committee of the Whole regarding the Banning/Phasing out of Bottled Water in Municipal Facilities and Municipal Events in the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Treasurer/Interim Chief Administrative Officer, regarding Unfinished Business item 06-24-19 - the Banning/Phasing out of Bottled Water in Municipal Facilities and Municipal Events;

NOW THEREFORE BE IT RESOLVED THAT Council authorize Staff to begin the process of reducing reliance on bottled water at Municipal facilities and events by undertaking the following activities:

- a) Engage the public to determine the current level of support for the banning of the sale of bottled water at Municipal Facilities and Events.
- b) Continue to work with Lakefront Utility Services Inc. to raise the awareness of the importance of our municipal drinking water.
- c) Review all contracts with suppliers of vending machines to eliminate the sale of bottled water where it currently exists.
- d) Phase out the sale of bottled water as quickly as possible in all Municipal facilities and events but in no case later than December 31, 2020.
- e) Continue with the direction provided by Council by Resolution 280-19 dated July 22, 2019 to work with Lakefront Utility Services Inc. to find locations for two outside water bottle filling stations in the Town of Cobourg per year for the duration of the current term of Council. (This project has been included in the 2020 capital budget for consideration by Council).
- f) To update the Municipal Event Application Guide to not allow Event Managers and Special Event Permit Holders to have, use, or sell Bottled Water at Municipal Facilities and Municipal Parks to be implemented no later than December 31, 2020

467-19

Carried

[Motion from the Committee of the Whole, regarding the approval of the Town of Cobourg Municipal Complaint Policy.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Town of Cobourg Municipal Complaint Policy;

NOW THEREFORE BE IT RESOLVED THAT Council adopt the new Municipal Complaint Policy (LEG-ADM25) for the handling of Municipal Complaints within the Town of Cobourg.

468-19

Carried

[Motion from the Committee of the Whole, regarding the appointment of the Town of Cobourg Municipal Ombudsman.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Municipal Clerk/Manager of Legislative Services, regarding the appointment of the Town of Cobourg Municipal Ombudsman; and

WHEREAS the six (6) other municipalities in Northumberland and eighteen (18) other comparative Ontario municipalities have appointed the Ombudsman of Ontario to review any municipal complaints; and

WHEREAS the Ontario Ombudsman is an independent and impartial Officer of the Ontario legislature with authority to address complaints about the administrative conduct of municipalities, universities, school boards, and provincial government organizations, as well as complaints about services for children and youth and French language services; and

WHEREAS the Ombudsman's role with respect to municipalities is to review and investigate complaints about municipal government administration. When problems are identified, the Ombudsman may make recommendations or share best practices with a municipality to improve its processes, as well as to strengthen local governance and accountability; and

WHEREAS once an individual has exhausted their local complaint options, the Ontario Ombudsman can review the steps taken by the municipality to address the complaint. In addition the Ontario Ombudsman is impartial officer of the Province and the investigations conducted from the Office of the Ontario Ombudsman are free of charge.

NOW THEREFORE BE IT RESOLVED THAT Council select the Ontario Ombudsman for all its municipal Ombudsman complaints effective immediately.

469-19

Carried

[Motion from the Committee of the Whole, regarding the Ontario Governments Municipal Modernization Program – Intake One \(1\) - Municipal Service Delivery Review.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Ontario Governments Municipal Modernization Program – Intake One (1) - Municipal Service Delivery Review;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the Expression of Interest Application Form under the Municipal Modernization Program to support a proposed Services Delivery Review Project called the 'Town of Cobourg Municipal Services Delivery Review' to be submitted to the Ontario Provincial Government by the December 6, 2019 deadline in order to receive Provincial Modernization Program Funding.

470-19

Carried

[Motion from the Committee of the Whole, regarding the award of the Voice Over Internet Protocol \(VoIP\) Phone System Request for Proposal \(RFP-CO-19-20-ITS\).](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Supervisor of Municipal Information Systems, regarding the award of the Voice Over Internet Protocol (VoIP) Phone System Request for Proposal (RFP-CO-19-20-ITS);

NOW THEREFORE BE IT RESOLVED THAT Council award a contract to Simnet.ca to provide a Voice Over Internet Protocol (VoIP) Phone System for the Town of Cobourg in the amount of \$99,125.00 plus HST to be funded from the approved 2019 Capital Budget in the amount of \$80,000; and

FURTHER THAT Council approve an additional \$20,000.00 to be funded from the IT Reserve Account to be replenished from the monthly savings from the new VOIP Phone System.

471-19

Carried

[Motion from the Committee of the Whole, regarding a request to make interior renovations to the Marie Dressler House for the expansion of the Marie Dressler Museum.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered correspondence from Rick Miller, President and Chair, Marie Dressler Foundation, regarding a request to make interior renovations to the Marie Dressler House for the expansion of the Marie Dressler Museum to include Mary Pickford and Norma Shearer exhibits;

NOW THEREFORE BE IT RESOLVED THAT Council grant permission to the Marie Dressler Foundation to make interior renovations to the leased premises of the municipally owned Marie Dressler House located at 212 King street West, in order to make the premises more suitable for the inclusion of Mary Pickford and Norma Shearer Museum Exhibitions.

472-19

Carried

[Motion from the Committee of the Whole, regarding Emergency Shelters Downtown Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Delegation from Alyson King and Grace Lovekin, Good Neighbours Coalition Cobourg, regarding concerns about the emergency shelter downtown Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council discuss the delegation with Northumberland County; and

FURTHER THAT Council request that the Northumberland Affordable Housing Committee provide input and analysis on the recommendations presented by the delegation; and

FURTHER THAT Council request that the Cobourg Police Service Board provide information on the level of crime and disruption in the immediate area of Transition House; and

FURTHER THAT Council request information of Northumberland County regarding the recent change of operation of Transition House and any alternative options for low-barrier housing in the Cobourg area; and

FURTHER THAT Council request that all information is returned to Council by February 18, 2020.

473-19

Carried

[Motion from the Committee of the Whole, regarding Harm Reduction Services.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a delegation from Marc Anthony, Cobourg resident, regarding the benefits of harm reduction services in Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation to Northumberland County to look at ways to improve harm reduction services.

474-19

Carried

[Motion from the Committee of the Whole, regarding Lake Ontario Water Levels.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Delegation Colin Bromley, Cobourg resident, regarding the Waterfront User Needs Assessment and detailed Design Plan and Lake Ontario water levels;

NOW THEREFORE BE IT RESOLVED THAT Council instruct Staff to organize a public Open Forum on Lake Ontario Water levels, to be held in early 2020.

475-19

Amended**Motion to Amend**

Moved by Councillor Nicole Beatty, Seconded by Councillor Brian Darling THAT Council add the following wording: THAT Council include coordination with the Ganaraska Regional Conservation Authority.

476-19

Carried

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Delegation Colin Bromley, Cobourg resident, regarding the Waterfront User Needs Assessment and detailed Design Plan and Lake Ontario water levels;

NOW THEREFORE BE IT RESOLVED THAT Council instruct Staff to organize a public Open Forum on Lake Ontario Water levels, in coordination with the Ganaraska Regional Conservation Authority (GRCA) to be held in early 2020.

477-19

Carried**Planning and Development Services**[Motion from the Committee of the Whole, regarding the review of Public Notification, Engagement & Meeting Procedures for Planning Act Applications.](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Adam Bureau WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Director of Planning and Development, regarding the review of Public Notification, Engagement & Meeting Procedures for Planning Act Applications – Recommendation Report;

NOW THEREFORE BE IT RESOLVED THAT Council approve the following changes to the Town of Cobourg's public notification, engagement and meeting procedures for Planning Act applications, subject to the finalization of implementation details by Municipal Staff:

1. THAT signs consistent with the Town's corporate branding and image be implemented for all OPA, ZBLA and Draft Plans of Subdivision/Condominium applications in addition to existing public notification methods;
2. THAT an informal public open house be convened within 45 days of formal receipt of the application by Council:
 - a) for all Official Plan Amendment and Draft Plans of Subdivision/Condominium applications; and,
 - b) for large, complex Zoning By-law Amendment applications as outlined in the Town of Cobourg Planning Application Schedule of Fees for "Major Residential" and "Major Commercial" development types, and for re-zoning applications which by their nature and/or interest to the community as determined by Council at its discretion would benefit from the convening of an open house;
3. THAT radio ads be implemented for special planning and development projects that affect the broader community;
4. THAT TV information/message boards be implemented for special planning and development projects that affect the broader community;
5. THAT Planning Opinion/Recommendation Reports be prepared after the Statutory Public Meeting;
6. THAT statutory Planning Public Meetings of Council be convened at least 45 days before the end of the respective Planning Act timelines, the timing of which may

vary at the discretion of Planning staff based on such factors as the nature, scope and complexity of the application, the submission of an amended application and/or significant changes to the proposal, Council's meeting schedule and/or other special circumstances that in the opinion of Planning staff reasonably precludes the convening of a public meeting within this timeline;

7. THAT an enhanced signage program consistent with the Town's corporate branding and image be implemented for Site Plan Approval applications;
8. THAT regular monitoring and updates be implemented to the Cobourg.ca website to improve user experience ('hot button', News Centre, Engage Cobourg, calendar, planning application page) and that opportunities be explored regarding the use of other social media platforms like Facebook and Twitter;
9. THAT the aforementioned revised public notification and engagement procedures be incorporated into the Official Plan during the next general update/review in 2022 or sooner if circumstances permit;
10. THAT the aforementioned revised public notification and engagement procedures be implemented effective January 1, 2020; and,
11. THAT additional staffing required to address impacts associated with increased complexities of planning applications and workflow, and the reduced timelines of Bill 108 – the More Homes, More Choice Act, 2019 be referred to the 2020 municipal budget deliberations for consideration by Council.

478-19

Carried

Public Works Services

[Motion from the Committee of the Whole, regarding the award of the 2019 Road Resurfacing and Water Pollution Control Plant Parking Lot Expansion Contract.](#)

Moved by Councillor Brian Darling, Seconded by Councillor Aaron Burchat WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Director of Public Works, regarding the award of the 2019 Road Resurfacing and Water Pollution Control Plant Parking Lot Expansion Contract;

NOW THEREFORE BE IT RESOLVED THAT Council approve the award of the 2020 Road Resurfacing and WPCP Parking Lot Expansion contract to Ashland Paving Ltd. in the amount of \$524,377.60 plus HST; and

FURTHER THAT Council pre-approve a 2020 budget amount of \$100,000 from the annual road resurfacing budget to be funded by Federal Gas Tax; and

FURTHER THAT Council pre-approve a 2020 budget amount of \$17,792.10 including non-refundable HST to pay for the repair work included in the Building 7 parking lot improvements to be funded as follows:

1. Sanitary sewer reserve (\$5,337.63)
2. Northam Industrial Park reserve (\$12,454.48)

479-19

Carried

[Motion from the Committee of the Whole, regarding the Traffic Study Lower Division Street/Esplanade Area and Third Street Traffic/Parking Concerns.](#)

Moved by Councillor Brian Darling, Seconded by Councillor Adam Bureau WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Director of Public Works, regarding Unfinished Business Items: 08-21-17 Traffic Study Lower Division Street/Esplanade Area and 10-10-17 Traffic/Parking Concerns Condo. Corp. #58-148 Third Street;

NOW THEREFORE BE IT RESOLVED THAT Council approve the permanent one way operation of the Esplanade and a new entrance into the Third Street parking lot.

480-19

Carried

Parks and Recreation Services**[Motion from the Committee of the Whole to appoint a Member to the Parks and Recreation Advisory Committee.](#)**

Moved by Councillor Emily Chorley, Seconded by Councillor Brian Darling WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered an Application to fill a vacant position on the Parks and Recreation Advisory Committee;

NOW THEREFORE BE IT RESOLVED THAT Council appoint Miriam Mutton to the Parks and Recreation Advisory Committee for a term that corresponds with the current term of Council, expiring on November 30, 2022.

481-19

Carried**Protection Services****[Motion from the Committee of the Whole to create a Sub-Committee for a Town of Cobourg Accessibility Event.](#)**

Moved by Councillor Aaron Burchat, Seconded by Councillor Brian Darling WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from Secretary of the Accessibility Advisory Committee, regarding a Motion to create a Sub-Committee for a Town of Cobourg Accessibility Event;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the request of the Accessibility Advisory Committee and approve the creation of the Sub-Committee to organize a downtown accessibility awareness experience event in May 2020 during National AccessAbility Week.

482-19

Carried**Arts, Culture and Tourism Services****[Motion from the Committee of the Whole, regarding an Opioid coordinated Community Response for the Town of Cobourg.](#)**

Moved by Councillor Adam Bureau, Seconded by Councillor Brian Darling WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Notice of Motion, regarding the October Opioid round-table and report to Council and the recommended action for moving towards a coordinated Community Response;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the HKLN Drug Strategy's four-pillar approach (harm reduction, prevention and education, treatment and justice and enforcement) to inform the Town of Cobourg's future role and response to the opioid crisis; and

FURTHER THAT Council endorse the Association of Municipalities of Ontario's recommendations for a provincial response to the opioid overdose emergency; and

FURTHER THAT Council direct the Interim CAO, Communications Manager and Economic Development to host a community-wide summit in partnership with Cobourg Police Service to be held in February 2020 about the opioid crisis as a way to educate and engage the public on the matter; and

FURTHER THAT Council consider allocating \$10,000 to support developing partnerships for a coordinated community response at the local level during 2020 budget deliberations; and

FURTHER THAT Council direct Staff to publish a communication piece summarizing what the Town of Cobourg is currently doing to support mental health, community safety and affordable housing.

483-19

Carried

[Motion from the Committee of the Whole, to Declare a Climate Emergency in the Town of Cobourg.](#)

Moved by Councillor Adam Bureau, Seconded by Councillor Brian Darling WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Memo from the Secretary of the Sustainability and Climate Change Advisory Committee, regarding a Motion to Declare a Climate Emergency and Accelerate GHG Reduction Actions in the Town of Cobourg;

WHEREAS Municipalities have a significant role to help change and mitigate the contributions to climate change through responsible planning and budgeting; and

WHEREAS 462 Canadian Municipalities have declared a Climate Emergency including many in Ontario, with some setting ambitious emission reduction targets such as net zero emissions by 2030; and

WHEREAS in Council's Strategic Plan it states: "the Town of Cobourg will be good stewards and practice sustainable actions"; and

WHEREAS the Town of Cobourg's Official Plan provides a general policy framework for the conservation of water, air quality, energy and other resources and for the reduction of waste, as well as environmental stewardship, monitoring and education, and for the development of a "culture of conservation" which reflects the principle of sustainable development (Bruntland Commission); and

WHEREAS the Cobourg's Official Plan specifies that the Town of Cobourg shall develop an Integrated Community Sustainability Plan (ICSP) which will be designed with specific achievable actions for the community and will build on existing initiatives; and

NOW THEREFORE BE IT RESOLVED THAT Council of the Town of Cobourg declare a Climate Emergency conveying its recognition that we are facing an unprecedented crisis requiring unprecedented climate mitigation measures; and

FURTHER THAT, in response to this Climate Emergency, Council deem the need to reduce the effects that the Town of Cobourg is contributing to the climate crisis by way of the following actions:

1. That Council create a staff position on a one (1) year contract basis, under the supervision of the Chief Administrative Officer to develop a Request for Proposal (RFP) for the Integrated Community Sustainable Plan (ICSP) and Green Design Standards and manage the project through to completion;
2. Refer all costs associated with the contract position and Integrated Community Sustainability Plan (ICSP) to the 2020 budget deliberations and have Staff prepare a budget estimate for the January 2020 budget meeting; and
3. Update Council's Strategic Plan to allow Staff to reprioritize other work commitments to ensure that staff resources will be sufficient to commence work on the Integrated Community Sustainability Plan prior to the scheduled start of 2021 as outlined in Council's current, approved Strategic Plan.

484-19

Carried

BY-LAWS**General Government Services**[By-law 089-2019, being a by-law to Establish Water Rates and Wastewater Rates upon the Owners or Occupants of Lands and Premises Connected to Municipal Water Mains and Sanitary Sewers within the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt By-law 089-2019, being a by-law to Establish Water Rates and Wastewater Rates upon the Owners or Occupants of Lands and Premises Connected to Municipal Water Mains and Sanitary Sewers within the Town of Cobourg.

485-19

Carried

[By-law 067-2019, being a by-law to adopt a Staff and Council Relations Policy for the Corporation of the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley THAT Council adopt by-law 067-2019, being a by-law to adopt a Staff and Council Relations Policy for the Corporation of the Town of Cobourg.

486-19

Carried

[By-law 090-2019, being a by-law to execute the Agreement between the Corporation of the Town of Cobourg and Northumberland County to provide plumbing inspection and review services under Part 7 of the Ontario Building Code.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt by-law 090-2019, being a by-law to authorize the Mayor and Municipal Clerk to execute an agreement with Northumberland County to provide plumbing inspection and review services under Part 7 of the Ontario Building Code.

487-19

Carried

Planning and Development Services

[By-law 091-2019, being a by-law to amend the Zoning By-law \(085-2003\) for the property known municipally as 1111 Elgin Street West \(Northumberland Mall\).](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Brian Darling THAT Council adopt By-law 091-2019, being a by-law to amend the Zoning By-law (085-2003) for the property known municipally as 1111 Elgin Street West (Northumberland Mall),

488-19

Carried

[By-law 092-2019, being a by-law to authorize execution of a development agreement with 2642301 Ontario Ltd. & 2363219 Ontario Ltd., Lakefront Utility Services Inc., and the Corporation of the Town of Cobourg \(311-325 University Avenue West and & 387 William Street, Cobourg\).](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Aaron Burchat THAT Council adopt by-law 092-2019, being a by-law to authorize execution of a development agreement with 2642301 Ontario Ltd. & 2363219 Ontario Ltd., Lakefront Utility Services Inc., and the Corporation of the Town of Cobourg (311-325 University Avenue West and & 387 William Street, Cobourg).

489-19

Carried

Public Works Services

[By-law 093-2019, being a by-law to approve the Industrial Surcharge Agreement for the Canada Candy Company.](#)

Moved by Councillor Brian Darling, Seconded by Councillor Adam Bureau THAT Council adopt By-law 093-2019, being a by-law to authorize the Mayor and Municipal Clerk to execute an agreement with Canada Candy Company and the Town of Cobourg to enter into an Industrial Surcharge Agreement.

490-19

Carried

[By-law 095-2019, being a by-law to authorize the execution of an agreement with BTS Network Inc. to operate extended accessible transit service.](#)

Moved by Councillor Brian Darling, Seconded by Councillor Aaron Burchat THAT Council adopt By-law 095-2019, being a by-law to authorize the execution of an agreement with BTS Network Inc. to operate extended accessible transit service.

491-19

Carried

General Government Services

THAT the following By-laws be passed:

1. By-law 089-2019, being a by-law to Establish Water Rates and Wastewater Rates upon the Owners or Occupants of Lands and Premises Connected to Municipal Water Mains and Sanitary Sewers within the Town of Cobourg;

2. By-law 067-2019, being a by-law to adopt a Staff and Council Relations Policy for the Corporation of the Town of Cobourg;
3. By-law 090-2019, being a by-law to execute the Agreement between the Corporation of the Town of Cobourg and Northumberland County to provide plumbing inspection and review services under Part 7 of the Ontario Building Code;
4. By-law 091-2019, being a by-law to amend the Zoning By-law (085-2003) for the property known municipally as 1111 Elgin Street West (Northumberland Mall);
5. By-law 092-2019, being a by-law to authorize execution of a development agreement with 2642301 Ontario Ltd. & 2363219 Ontario Ltd., Lakefront Utility Services Inc., and the Corporation of the Town of Cobourg (311-325 University Avenue West and & 387 William Street, Cobourg); and
6. By-law 093-2019, being a by-law to approve the Industrial Surcharge Agreement for the Canada Candy Company.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT leave be granted to introduce by-law 089-2019 to by-law 093-2019, and bylaw 067-2019 and to dispense with the reading of the by-laws by the Municipal Clerk and that the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

492-19

Carried

THAT the following By-laws be passed:

1. By-law 095-2019, being a by-law to authorize the execution of an agreement with BTS Network Inc. to operate extended accessible transit service.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT leave be granted to introduce by-law 095-2019 and to dispense with the reading of the by-law by the Municipal Clerk and that the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

493-19

Carried

PETITIONS

COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)

- Heritage Advisory Committee - Oct 2, 2019;
- Cobourg Police Service Board - Oct 15 and Sep 17, 2019;
- Accessibility Advisory Committee Oct 16, 2019;
- Ganaraska Region Conservation Authority - Oct 17, 2019;
- Transportation Advisory Committee - Oct 24, 2019;
- Planning and Development Advisory Committee - Oct 29, 2019; and
- Sustainability and Climate Change Advisory Committee - Nov 6, 2019.

CORRESPONDENCE

Letter from Ted Williams, Cobourg Resident, regarding the Overall Sidewalk Plan – Public Engagement.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling THAT Council receive the correspondence from Ted Williams, Cobourg Resident for information purposes.

494-19

Carried

NOTICE OF MOTION

COUNCIL/COORDINATOR ANNOUNCEMENTS

Members of Council present verbal reports on matters within their respective areas of responsibility:

- Mayor John Henderson
- Deputy Mayor Séguin, General Government Services Coordinator

- Councillor Beatty, Planning and Development Services Coordinator
- Councillor Darling, Public Works Services Coordinator
- Councillor Chorley, Parks and Recreation Services Coordinator
- Councillor Burchat, Protection Services Coordinator
- Councillor Bureau, Arts, Culture and Tourism Services Coordinator

UNFINISHED BUSINESS

The items listed in the order of the topics set out in the agenda of prior meetings which have not been disposed of by Council and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of by Council, unless removed from the agenda by leave of Council - Council Procedural By-law No. 009-2019.

Unfinished Business Item	Meeting Date	Department/Division	Deadline Date
Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing.	01-28-19	Legislative Department	Nov 25, 2019
Review of the Taxicab by-law, with the inclusion of ride sharing transportation such as Uber or Lyft, and with input by the public and taxicab owners and operators.(Originally due November 25, 2019)	02-19-19	Legislative Department	Jan 6, 2020
MOU to be provided to Council Re Cobourg Dragon Boat and Canoe Club	07-22-19	Community Services	Dec 2, 2019
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	Jan 27, 2020
Report on the proposed Natural Heritage Waterfront Park proposed by the Willow Beach Field Naturalist	11-04-19	Community Services	Feb 9, 2020
Staff Report in response to the Lifesaving Society's Aquatic Safety Audit Report for the Town of Cobourg Harbour, with input from the PRAC and all user groups.	09-23-19	Community Services	Mar 2020
Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina	09-03-19	Community Services	Apr 30, 2020
Revisions to the Long Service Recognition Policy from General Government Services.	09-23-19	Human Resources	

Moved by Councillor Emily Chorley, Seconded by Councillor Brian Darling THAT Council update the Unfinished Business listed on the Council Agenda to amend the third item being the ' MOU to be provided to Council Re Cobourg Dragon Boat and Canoe Club' to have a deadline date now read January 27, 2020.

495-19

Carried

Moved by Councillor Nicole Beatty, Seconded by Councillor Emily Chorley THAT Council update the Unfinished Business listed on the Council Agenda to amend the first item being the 'Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing' to have a deadline date now read February 18, 2020.

496-19

Carried

CLOSED SESSION

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council meet in Closed Session in accordance with section 239 (2) of the *Municipal Act, 2001* regarding:

- s. 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board.

1. Employee Compensation Evaluation Review.

The Regular Council reconvened in Open Session at 9:57 P.M.

497-19

Carried

CLOSED SESSION ACTION ITEM

CONFIRMATORY BY-LAW

[By-law 094-2019, being a by-law to confirm the proceedings of the Council Meeting of December 2, 2019.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Burchat THAT leave be granted to introduce By-law 094-2019 and to dispense with the reading of the by-law by the Municipal Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on December 2, 2019 and the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

489-19

Carried

ADJOURNMENT

Moved by Councillor Aaron Burchat, THAT the meeting be adjourned (10:00 P.M.).

499-19

Carried

Municipal Clerk

Mayor



The Corporation of the Town of Cobourg
Legislative Services Department
55 King Street West
Cobourg, ON K9A 2M2

Delegation Request Form

Please submit the completed Delegation Request Form to the Municipal Clerk in person or by mail to 55 King Street West, Cobourg, ON K9A 2M2, by e-mail to clerk@cobourg.ca, or by fax to (905) 372-7558.

1. GENERAL INFORMATION

Name of Delegate(s): *RICK MILLER*

Group/Organization/Business Delegation Represents (if applicable):
MARIE DRESSLER FOUNDATION

2. MEETING SELECTION

I wish to appear before:

☐ Committee of the Whole ☒ Regular Council ☐ Advisory Committee or Local Board

If appearing before an Advisory Committee or Local Board please specify:

Meeting Date Requested: *JANUARY 13, 2020*

3. DELEGATION REQUEST

General Nature/Purpose of the Delegation:

(Clearly state the nature of the business to be discussed & provide a general summary of the information to be presented)

*THE DESIGN TEAM FROM UNIVERSITY OF TORONTO
MUSEUM STUDIES PROGRAM WILL PROVIDE AN
UPDATE TO COUNCIL ON THE STATUS OF THE
DESIGN FOR THE "REVITALIZATION OF
MARIE DRESSLER HOUSE" PROJECT*

Recommendation to Council/Committee/Board:

(Please indicate below what action you would like the Town to take with respect to the above-noted subject matter)

FOR INFORMATION ONLY

Have you appeared before the Town of Cobourg's Council or its Committees or Boards in the past to discuss this issue?

☒ Yes ☐ No

4. PRESENTATION MATERIAL

Will you have an oral or written presentation? ☐ Oral ☒ Written

POWER POINT

Do you have any equipment needs? ☒ Yes ☐ No

If selecting yes, please indicate the type of equipment needed for your presentation:

USE PROJECTOR/MONITOR IN COUNCIL CHAMBERS

Note: Delegates are required to provide one (1) copy of all background material/presentations prior to the deadline provided in the Delegation Rules and Guidelines below, or it will not be included in the Agenda.

MARIE DRESSLER
HOUSE

presents

Canada's Women in Film



Who we are



Michelle Wright
❖ Project Manager
❖ Editor



Enya Barbeau
❖ Mary Pickford
curator



Karen Cheung
❖ Mary Pickford
curator

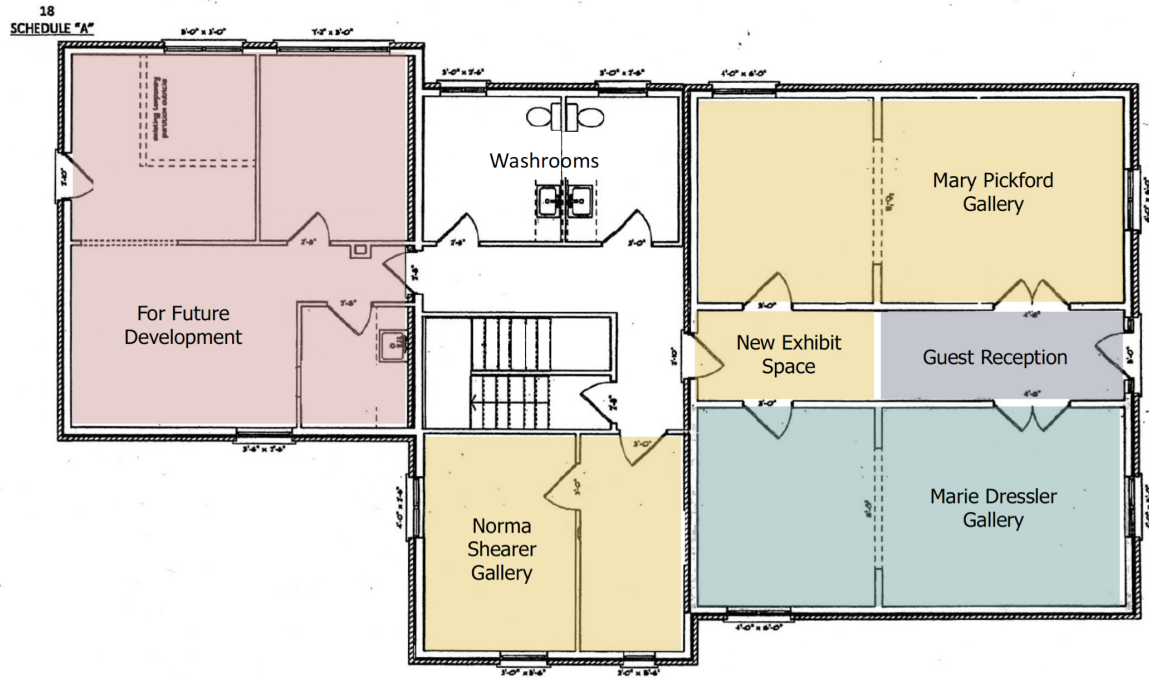


Natalie Heaton
❖ Norma Shearer
curator
❖ Primary
Technology
Programmer



Emma Myers
❖ Norma Shearer
curator

Marie Dressler House Revitalization Project



Marie Dressler House Revitalization Project

Objectives

Revitalize the Town's heritage asset while respecting its history;

Contribute to the cultural well-being of residents of the Town of Cobourg.

Marie Dressler House Revitalization Project

Outcomes

Expansion of the museum's scope to celebrate the accomplishments of other Canadian women in film, past and present;

Provide a permanent “home” for the stories of Canadian actresses Mary Pickford and Norma Shearer.

Marie Dressler House Revitalization Project

Impact

The inclusion of these two influential actresses will help the museum highlight the historical journey of women in the film industry, while inspiring younger generations of women to become creative voices within the industry in an effort to achieve gender equality in front of and behind the camera.

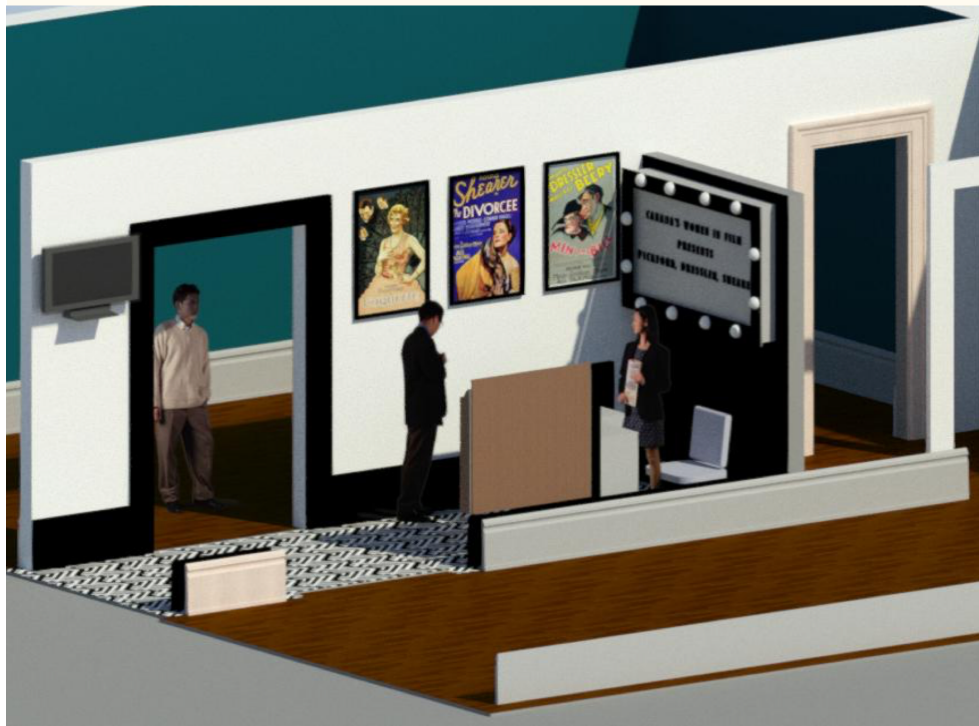


What have we accomplished
so far?

Our Process

- Extensive primary and secondary research for both actresses.
- Consultation with experts.
- Development of story lines, themes, and sub-themes.
- Interpretive text, and artifact research.
- Development of design for the museum entrance.

Entranceway



Mary Pickford Gallery:

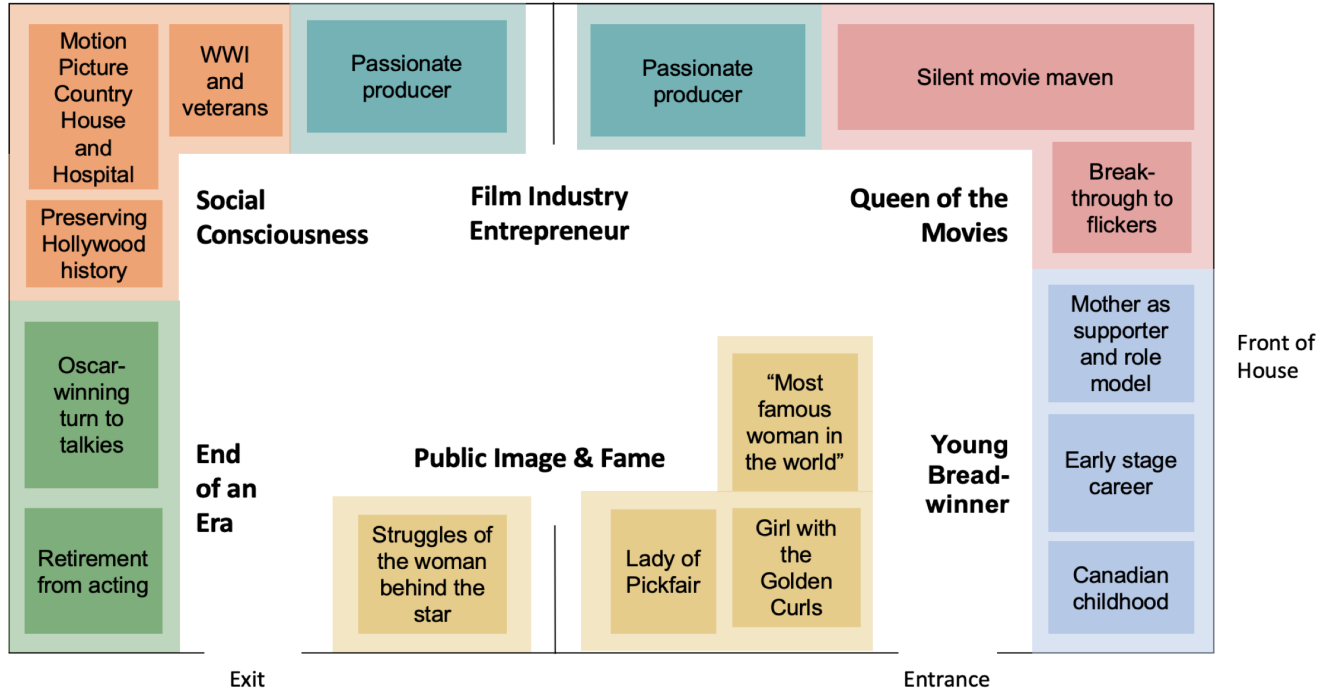


From Toronto to Hollywood

Big Idea:

*Mary Pickford was
instrumental in building
early Hollywood.*

Mary Pickford Gallery Floor Plan



Norma Shearer Gallery:

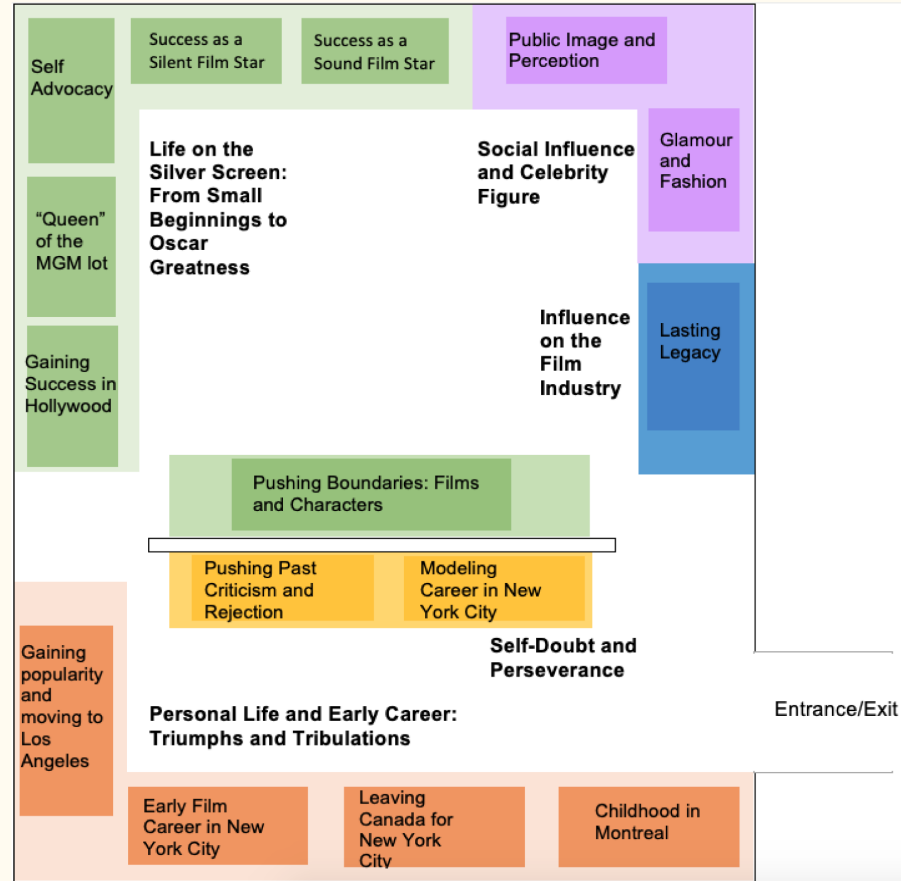
From Montreal to Hollywood

Big Idea:

Norma Shearer's film roles pushed social and gender boundaries.




Norma Shearer Gallery Floor Plan



Left to accomplish...

- Nook
- Technology & Exhibition interactives
- The artifact lists for both galleries will be finalized within the next month. The majority of these objects will be photographs, as well as film clips and trailers.
- The interpretive text for both galleries will be completed within the month of February. The text will be edited over the month of March.
- End goal: FULL MASTER PLAN

Questions

	THE CORPORATION OF THE TOWN OF COBOURG
	COMMITTEE OF THE WHOLE MEETING REPORT
	January 6, 2020 Council Chambers, Victoria Hall, Cobourg

The Cobourg Municipal Council's Committee of the Whole met this evening at 6:00 p.m. in the Council Chambers, Victoria Hall, Cobourg, with the following persons in attendance:

Members present: Mayor John Henderson
 Deputy Mayor Suzanne Seguin
 Councillor Nicole Beatty
 Councillor Aaron Burchat
 Councillor Adam Bureau
 Councillor Emily Chorley
 Councillor Brian Darling

Staff present: Ian Davey, Interim Chief Administrative Officer/Treasurer
 Glenn McGlashon, Director of Planning and Development
 Laurie Wills, Director of Public Works
 Dean Hustwick, Director of Community Services
 Brent Larmer, Municipal Clerk/Manager of Legislative Services

CALL TO ORDER

The Meeting was called to order by Mayor John Henderson (6:00 P.M.).

AGENDA ADDITIONS

1. Maria Gomez, Physician Recruitment Coordinator for the West Northumberland Physician Recruitment, regarding its role, accomplishments, challenges and four-year budget projection;
2. Ken Strauss, Cobourg Taxpayers Association, regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town;
3. Bruce Bellaire, Blue Dot Northumberland, regarding the development of a Green Development Standard (GDS) and an Integrated Community Sustainability Plan (ICSP);
4. Bryan Lambert, Cobourg resident, regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town;

5. Richard Tyssen, Cobourg Resident, regarding proposals for amendments to the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to the Climate Emergency Declaration;
6. Gudrun Ludorf-Weaver, Sustainable Cobourg, regarding input on the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to Climate Emergency Declaration; and
7. Memo from the Secretary of the Accessibility Advisory Committee, regarding a motorized winch system to assist with passenger onboarding and deboarding for Wheels Transit.

Moved by Deputy Mayor Suzanne Séguin, THAT the matters be added to the Agenda.

Carried

DISCLOSURE OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest declared by Members of Council.

PRESENTATIONS

Marianne Love, M.L Consulting, regarding the Pay Equity Compensation Review update for Management and Non-Management Positions for the Town of Cobourg.

M. Love attended the meeting to present the Pay Equity Compensation Review update for Management and Non-Management Positions for the Town of Cobourg. After a question and answer period, M. Love was excused from the meeting (6:31 P.M.).

Maria Gomez, Physician Recruitment Coordinator for the West Northumberland Physician Recruitment, regarding its role, accomplishments, challenges and four-year budget projection.

M. Gomez attended the meeting to present information on the West Northumberland Physician Recruitment, including its role, recent accomplishments, upcoming challenges and their four-year budget projection. After a question and answer period, M. Gomez was excused from the meeting (6:52 P.M.).

DELEGATIONS

Joan Greaves and Lou Trozollo, Cobourg Downtown Business Improvement Area (DBIA) Board Members, regarding the proposed 2020 Cobourg Downtown Business Improvement Area Budget.

J. Greaves and L. Trozollo attended the meeting on behalf of the Cobourg Downtown Business Improvement Area (DBIA) Board to present the proposed 2020 DBIA's Budget. After a question and answer period, J. Greaves and L. Trozollo were excused from the meeting (6:59 P.M.).

Ken Strauss, Cobourg Taxpayers Association (CTA), regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town.

K. Strauss attended the meeting to discuss the CTA's concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town. After a question and answer period, K. Strauss was excused from the meeting (7:09 P.M.).

Bruce Bellaire, Blue Dot Northumberland, regarding the development of a Green Development Standard (GDS) and an Integrated Community Sustainability Plan (ICSP).

B. Bellaire attended the meeting to discuss funding for the development of a Green Development Standard (GDS) and an Integrated Community Sustainability Plan (ICSP). After a question and answer period, B. Bellaire was excused from the meeting (7:16 P.M.).

[Bryan Lambert, Cobourg resident, regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \\$2.3M to replace aging water meters in the Town.](#)

B. Lambert attended the meeting to discuss concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town. After a question and answer period, B. Lambert was excused from the meeting (7:30 P.M.).

Richard Tyssen, Cobourg Resident, regarding proposals for amendments to the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to the Climate Emergency Declaration.

R. Tyssen attended the meeting to present proposed amendments to the 2020 Town of Cobourg Budget to increase funding for Climate Change actions in response to Climate Emergency Declaration. After a question and answer period, R. Tyssen was excused from the meeting (7:36 P.M.).

[Gudrun Ludorf-Weaver, Sustainable Cobourg, regarding input on the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to Climate Emergency Declaration.](#)

G. Ludorf-Weaver attended the meeting to provide input on the 2020 Town of Cobourg Budget with an interest to increase budgeting funding for Climate Change actions in response to Climate Emergency Declaration. After a question and answer period, G. Ludorf-Weaver was excused from the meeting (7:45 P.M.).

DELEGATION ACTIONS

Delegation Action, Downtown Business Improvement Area (DBIA) Board Members, regarding the proposed 2020 Cobourg Downtown Business Improvement Area Budget.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Joan Greaves and Lou Trozollo, Cobourg Business Improvement Area (DBIA) Board Members, regarding the proposed 2020 Cobourg Downtown Business Improvement Area budget, for information purposes; and

THAT Council approve the 2020 Cobourg Downtown Business Improvement Area Budget as presented.

Carried

Delegation Action, Ken Strauss, Cobourg Taxpayers Association (CTA), regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Ken Strauss, Director, Cobourg Taxpayers Association (CTA) regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town, for information purposes and referred to Item 3 under General Government in the January 6, 2020 Agenda.

Carried

Delegation Action, Bruce Bellaire, Blue Dot Northumberland, regarding the development of a Green Development Standard (GDS) and an Integrated Community Sustainability Plan (ICSP).

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Bruce Bellaire, Blue Dot Northumberland, regarding the development of a Green Development Standard (GDS) and an Integrated Community Sustainability Plan (ICSP), for information purposes and referred to the 2020 Cobourg Budget discussions on January 9, 2020.

Carried

Delegation Action, Bryan Lambert, Cobourg resident, regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Bryan Lambert, Cobourg resident, regarding concerns on the Waterworks' request for the Town of Cobourg to borrow \$2.3M to replace aging water meters in the Town, for information purposes and referred to Item 3 under General Government in the January 6, 2020 Agenda.

Carried

Delegation Action, Richard Tyssen, Cobourg Resident, regarding proposals for amendments to the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to the Climate Emergency Declaration.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Richard Tyssen, Cobourg Resident, regarding proposals for amendments to the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to the Climate Emergency Declaration, for information purposes and referred to the 2020 Cobourg Budget discussions on January 9, 2020.

Carried

Delegation Action, Gudrun Ludorf-Weaver, Sustainable Cobourg, regarding input on the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to Climate Emergency Declaration.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Gudrun Ludorf-Weaver, Sustainable Cobourg, regarding input on the 2020 Town of Cobourg Budget with an increase for Climate Change actions in response to Climate Emergency Declaration, for information purposes and referred to the 2020 Cobourg Budget discussions on January 9, 2020.

Carried

GENERAL GOVERNMENT SERVICES

Chair, Deputy Mayor Séguin - General Government Services Coordinator

Memo from the Human Resources Manager, regarding the presentation of options to Municipal Council for the Recruitment of the Town of Cobourg Chief Administrative Officer (CAO).

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the memo from the Human Resources Manager, regarding the presentation of six (6) options to Municipal Council for the Recruitment of the Town of Cobourg Chief Administrative Officer (CAO) for information purposes and;

FURTHER THAT Council select Option #1, directing Human Resources staff to administer the selection of an executive search firm by RFP for the recruitment of the CAO; and

FURTHER THAT Council appoint a CAO Hiring Committee comprised of the Mayor, Deputy Mayor and a Councillor, being Councillor Emily Chorley; to assist with the CAO recruitment process, including working with the recruitment firm to develop a job posting, determine interview questions and short-list candidates for interviewing by all members of Council.

FURTHER THAT the estimated allocation of \$25,000 - \$30,000 plus additional costs, be pre-approved in the 2020 budget under General Government CAO Recruitment.

Carried

Memo from the Manager of Human Resources, regarding the Pay Equity Compensation Review update for Management and Non-Management positions.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the Memo from the Manager of Human Resources, regarding the Pay Equity Compensation Review update for Management and Non-Management positions for information purposes; and;

FURTHER THAT Council directs staff to move forward with the recommended Option #3 to place all adjusted positions in their new pay band at the nearest rate above what the current incumbent is currently receiving and place all other positions at the nearest rate in their approved salary band above what the current incumbent is currently receiving. This option would cost \$45,127.09 for salaries and a \$6,626.58 increase to OMERS contributions for a total of \$51,753.67 in the 2020 budget year; and

FURTHER THAT Council directs staff to move forward with an implementation date of January 1, 2020 for the increase to non-union base salaries for the Town of Cobourg as identified in this report; and

FURTHER THAT refer the Non-Union-Compensation – Salary Structure Policy (HR-NU-C1) to General Government for review as part of the 2020 Organizational Review.

Carried

Correspondence from Dereck Paul, President and CEO of Lakefront Utility Services Inc. (LUSI), regarding the Radio Frequency Water Meter Replacement Program.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the correspondence from Dereck Paul, President and CEO of Lakefront Utility Services Inc. (LUSI), regarding the Radio Frequency Water Meter Replacement Program for information purposes; and

FURTHER THAT Council refer the request to the Treasurer/Interim Chief Administrative Officer for a report, regarding the Waterworks request to borrow \$2.3M from the Town to complete an initiative related to changing out aging water meters in the Town of Cobourg; and

FURTHER THAT this report be competed and presented to Council by June 2020.

Carried

PLANNING AND DEVELOPMENT SERVICES

Chair, Councillor Beatty - Planning and Development Services Coordinator

Memo from the Secretary of the Heritage Advisory Committee, regarding Heritage Permit #HP-2019-071 for 37-39 King Street East, Cobourg (Amit Sofer on behalf of TVM Group).

Moved by Councillor Nicole Beatty, THAT Council endorse the comments of the Heritage Advisory Committee and grant Heritage Permit #HP-2019-071 submitted by Amit Sofer on behalf of TVM Group to permit a roof replacement at 37-39 King Street East, Cobourg, subject to the finalization of details with Planning and Heritage Staff.

Carried

Memo from the Director of Planning and Development Services, regarding a Request for an Exemption to Part Lot Control New Amherst Ltd. Block 123, Plan 39M-901 (New Amherst Blvd. and Charles Wilson Parkway New Amherst Community, Stage 2 - Phase 1.

Moved by Councillor Nicole Beatty, THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council meeting to exempt Blocks 123, Plan 39M-901 (New Amherst Blvd. and Charles Wilson Parkway) in the New Amherst Community Stage 2, Phase 1, from the Part Lot Control provisions of the *Planning Act*, R.S.O. 1990, c.P. 13, as amended.

Carried

Memo from the Director of Planning and Development, regarding a Request for an Exemption to Part Lot Control, Stalwood Homes Lots 18-23 inclusive, Lots 28-32 inclusive, Lots 88-91 inclusive, and Blocks 94-99 inclusive, Plan 39M-875 (Rollings St., Bennett Ave., Lonsberry Dr., Drewery Rd., Hayward St.) East Village Phase 4.

Moved by Councillor Nicole Beatty, THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council meeting to exempt Lots 18-23 inclusive, Lots 28-32 inclusive, Lots 88-91 inclusive and Blocks 94-99 inclusive, Plan 39M-875 (Rollings St., Bennett Ave., Lonsberry Dr., Drewery Rd., and Hayward St.) in East Village Phase 4 from the Part Lot Control provisions of the *Planning Act*, R.S.O. 1990, c.P. 13, as amended,

Carried

PUBLIC WORKS SERVICES

Chair, Councillor Darling - Public Works Services Coordinator

Memo from the Director of Public Works, regarding a request for a Subdivision Amending Agreement - West Park Village Subdivision, Cobourg (PIN 51085-1298 Lots 1 to 81, Both Inclusive and Blocks 82 to 110, Both Inclusive - Plan 39M-876).

Moved by Councillor Brian Darling, THAT Council authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council meeting to authorize the Mayor and Municipal Clerk to execute an amending

Subdivision Agreement with Vandyk - West Park Village Limited in order to provide for the cashing of the Letters of Credit provided by the Owner to the Municipality, and be used by the Municipality to pay for the costs of the remaining works to be completed under the terms of the Subdivision Agreement by the Owner for the lands known as the West Park Village Subdivision, Cobourg subject to the finalization of details by municipal staff.

Carried

PARKS AND RECREATION SERVICES

Chair, Councillor Chorley - Parks and Recreation Services Coordinator

PROTECTION SERVICES

Chair, Councillor Burchat - Protection Services Coordinator

Memo from the Chief Building Official, regarding a Request for an Exemption to Sign By-law 008-2009 Swiss Chalet —70 Strathy Road, Cobourg.

Moved by Councillor Aaron Burchat, THAT Council receive this Report for information purposes; and,

FURTHER THAT Council grant an exemption to Sign By-law 008-2009 to permit Swiss Chalet to erect twelve (12) additional signs on the four (4) building elevations to maintain its national brand standards as shown on Attachments B, C, and D, and described as follows:

- Five (5) new fascia signs (labelled 2,3,4,6, and 8) and two awning signs
- (labelled 5 and 7) on the south elevation;
- Two (2) new fascia signs (labelled 1 and 2) on the west elevation;
- One (1) new fascia sign (labelled 1) and one (1) new awning sign (labelled 2) on the east elevation; and,
- One (1) new fascia sign (labelled 1) on the north elevation.

All subject to the finalization of details by municipal staff.

Carried

Memo from the Secretary of the Accessibility Advisory Committee, regarding a motorized winch system to assist with passenger onboarding and disembarking for Wheels Transit.

Moved by Councillor Aaron Burchat, THAT Council receive the Memo for information purposes and refer the matter to the January 9, 2020 Budget Meeting for consideration.

Carried

ARTS, CULTURE AND TOURISM SERVICES*Chair, Councillor Bureau - Arts, Culture and Tourism Services Coordinator*Memo from the Secretary of the Sustainability and Climate Change Advisory Committee, regarding the definition of Sustainability.

Moved by Councillor Adam Bureau, THAT Council endorse the comments of the Sustainability and Climate Change Advisory Committee and receive the recommended definition of Sustainability from the Advisory Committee as information.

Amended**Motion to Amend:**

Moved by Councillor Nicole Beatty, THAT the word 'and' be inserted in the recommended definition on Sustainability between Social/Cultural.

Carried

Moved by Councillor Adam Bureau, THAT Council endorse the comments of the Sustainability and Climate Change Advisory Committee and receive the recommended definition of Sustainability from the Advisory Committee as amended.

Carried**UNFINISHED BUSINESS**

The items listed in the order of the topics set out in the agenda of prior meetings which have not been disposed of by Council and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of by Council, unless removed from the agenda by leave of Council. - Council Procedural By-law No. 009-2019.

Unfinished Business Item	Meeting Date	Department/Division	Deadline Date
Review of the Taxicab by-law, with the inclusion of ride sharing transportation such as Uber or Lyft, and with input by the public and taxicab owners and operators. (Originally due November 25, 2019)	02-19-19	Legislative Department	Jan 27, 2020
Report on procedural, contractual or budgetary requirements to sustain door-to-door service that includes boarding and disembarking assistance for the accessible transit system.	25-11-19	Public Works	Jan 27, 2020
MOU to be provided to Council Re Cobourg Dragon Boat and Canoe Club (Originally due December 2, 2019)	07-22-19	Community Services	Jan 27, 2020
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	Jan 27, 2020
Report on the proposed Natural Heritage Waterfront Park proposed by the Willow Beach Field Naturalist	11-04-19	Community Services	Feb 9, 2020

Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing. (Originally due November 25, 2019)	01-28-19	Legislative Department	Feb 18, 2020
Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).	02-12-19	Multiple Departments/ Organizations	Feb 18, 2020
Staff Report in response to the Lifesaving Society's Aquatic Safety Audit Report for the Town of Cobourg Harbour, with input from the PRAC and all user groups.	09-23-19	Community Services	Mar 2020
Staff Report outlining the process and requirements to become a Certified Living Wage Employer.	12-02-19	CAO	Mar 9, 2020
Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina	09-03-19	Community Services	Apr 30, 2020
Revisions to the Long Service Recognition Policy from General Government Services.	09-23-19	Human Resources	

COMMITTEE OF THE WHOLE OPEN FORUM**CLOSED SESSION****ADJOURNMENT**

Moved by Councillor Darling: THAT the Meeting be adjourned (8:35 P.M).

Carried

Municipal Clerk



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:

Seconded By _____
Last Name Printed _____

Council Date:
January 13, 2020

WHEREAS at the Committee of the Whole Meeting on January 6, 2020, Council considered a Memo from the Human Resources Manager, regarding the presentation of options to Municipal Council for the Recruitment of the Town of Cobourg Chief Administrative Officer (CAO);

NOW THEREFORE BE IT RESOLVED THAT Council select Option #1 noted in the Report, directing Human Resources staff to administer the selection of an executive search firm by RFP for the recruitment of the CAO; and

FURTHER THAT Council appoint a CAO Hiring Committee comprised of the Mayor, Deputy Mayor and a Councillor, being Councillor Emily Chorley; to assist with the CAO recruitment process, including working with the recruitment firm to develop a job posting, determine interview questions and short-list candidates for interviewing by all members of Council.

FURTHER THAT the estimated allocation of \$25,000 - \$30,000 plus additional costs, be pre-approved in the 2020 budget under General Government CAO Recruitment.



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:

Seconded By _____
Last Name Printed _____

Council Date:
January 13, 2020

WHEREAS at the Committee of the Whole Meeting on January 6, 2020, Council considered a Memo from the Manager of Human Resources, regarding the Pay Equity/Job Evaluation Compensation Review update for Management, Non-Management and Non-Union positions; and

NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to move forward with the recommended Option #3 noted in the Report to place all adjusted positions in their new pay band at the nearest rate above what the current incumbent is currently receiving and place all other positions at the nearest rate in their approved salary band above what the current incumbent is currently receiving, which would cost \$45,127.09 for salaries and a \$6,626.58 increase to OMERS contributions for a total of \$51,753.67 in the 2020 budget year; and

FURTHER THAT Council direct Staff to move forward with an implementation date of January 1, 2020 for the increase to Management, Non-Management and Non-Union base salaries for the Town of Cobourg as identified in the Staff Report; and

FURTHER THAT Council refer the Non-Union-Compensation – Salary Structure Policy (HR-NU-C1) to General Government for review as part of the 2020 Organizational Review.



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:

Seconded By _____
Last Name Printed _____

Council Date:
January 13, 2020

WHEREAS at the Committee of the Whole Meeting on January 6, 2020, Council considered a Memo from the Secretary of the Heritage Advisory Committee, regarding Heritage Permit #HP-2019-071 for 37-39 King Street East, Cobourg (Amit Sofer on behalf of TVM Group);

NOW THEREFORE BE IT RESOLVED THAT Council endorse the comments of the Heritage Advisory Committee and grant Heritage Permit #HP-2019-071 submitted by Amit Sofer on behalf of TVM Group to permit a roof replacement at 37-39 King Street East, Cobourg, subject to the finalization of details with Planning and Heritage Staff.



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:

Seconded By _____
Last Name Printed _____

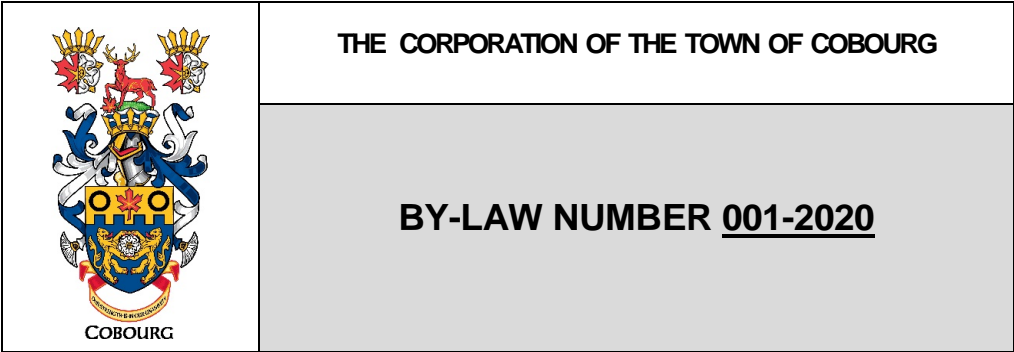
Council Date:
January 13, 2020

WHEREAS at the Committee of the Whole Meeting on January 6, 2020, Council considered a Memo from the Chief Building Official, regarding a Request for an Exemption to Sign By-law 008-2009 Swiss Chalet —70 Strathy Road, Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council grant an exemption to Sign By-law 008-2009 to permit Swiss Chalet to erect twelve (12) additional signs on the four (4) building elevations to maintain its national brand standards as shown on Attachments B, C, and D, and described as follows:

- Five (5) new fascia signs (labelled 2,3,4,6, and 8) and two awning signs
- (labelled 5 and 7) on the south elevation;
- Two (2) new fascia signs (labelled 1 and 2) on the west elevation;
- One (1) new fascia sign (labelled 1) and one (1) new awning sign (labelled 2) on the east elevation; and,
- One (1) new fascia sign (labelled 1) on the north elevation.

All subject to the finalization of details by Municipal Staff.



**A BY-LAW TO DESIGNATE LANDS NOT SUBJECT TO PART LOT CONTROL
(BLOCK 123, PLAN 39M-901, NEW AMHERST BLVD. AND CHARLES WILSON
PARKWAY, NEW AMHERST COMMUNITY, STAGE 2 - PHASE 1)**

WHEREAS the Planning Act, R.S.O. 1990, c.P.13, as amended, Section 50(7) provides that the Council of a local Municipality may by by-law provide that part lot control does not apply to land that is within a registered Plan of Subdivision;


NOW THEREFORE the Council of the Corporation of the Town of Cobourg enacts as follows:

1. THAT Section 50(5) of the Planning Act, R.S.O. 1990, c.P. 13, as amended, does not apply for the conveyance of residential lots to the parts of the registered Plan of Subdivision described as: all and singular those certain parcels or tracts of land and premises situate, lying and composed of Block 123 according to the Subdivision Plan registered in the office for the Land Titles Division of Northumberland (No. 39) as Registered Plan No. 39M-901.
2. THIS BY-LAW shall expire two (2) years from the date of its enactment by Council.
3. THIS BY-LAW shall come into force and effect upon final passing hereof, subject to the provisions of the Planning Act, R.S.O. 1990, c. P. 13, as amended.

READ and passed in Open Council this 13th day of January, 2020.

MAYOR

MUNICIPAL CLERK

 COBOURG	<div>THE CORPORATION OF THE TOWN OF COBOURG</div> <div>BY-LAW NUMBER <u>002-2020</u></div>
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A BY-LAW TO DESIGNATE LANDS NOT SUBJECT TO PART LOT CONTROL (LOTS 18-23 INCLUSIVE, LOTS 28-32 INCLUSIVE, LOTS 88-91 INCLUSIVE, AND BLOCKS 94-99 INCLUSIVE, PLAN 39M-875, ROLLINGS ST., BENNETT AVE., LONSBERRY DR., DREWERY RD., AND HAYWARD ST. – EAST VILLAGE PHASE 4, STALWOOD HOMES)

WHEREAS the Planning Act, R.S.O. 1990, c.P.13, as amended, Section 50(7) provides that the Council of a local Municipality may by by-law provide that part lot control does not apply to land that is within a registered Plan of Subdivision;

NOW THEREFORE the Council of the Corporation of the Town of Cobourg enacts as follows:

1. THAT Section 50(5) of the Planning Act, R.S.O. 1990, c.P. 13, as amended, does not apply for the conveyance of residential lots to the parts of the registered Plan of Subdivision described as: all and singular those certain parcels or tracts of land and premises situate, lying and composed of Lots 18, 19, 20, 21, 22, 23, 28, 29, 30, 31, 32, 88, 89, 90 and 91 and Blocks 94, 95, 96, 97, 98 and 99 according to the Subdivision Plan registered in the office for the Land Titles Division of Northumberland (No. 39) as Registered Plan No. 39M-875.
2. THAT this By-law shall expire three (3) years from the date of its enactment by Council.
3. THAT this By-law shall come into force and effect upon final passing hereof, subject to the provisions of the Planning Act, R.S.O. 1990, c. P. 13, as amended.

READ and passed in Open Council this 13th day of January, 2020.

MAYOR

MUNICIPAL CLERK

1 PART LOT CONTROL EXEMPTION, Lots 18-23 inclusive, Lots 28-32 inclusive, Lots 88-91 inclusive, and Blocks 94-99 inclusive, Plan 39M-875, By-law No. 002– 2020



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:


Seconded By _____
Last Name Printed _____

Council Date:
January 13, 2020

WHEREAS at the Committee of the Whole Meeting on January 6, 2020, Council considered a Memo from the Secretary of the Sustainability and Climate Change Advisory Committee, regarding the definition of Sustainability;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the definition of 'Sustainability' from the Sustainability and Climate Change Advisory Committee, as follows:

"Sustainability is environmental, economic, social and cultural actions that meet the needs of the present without compromising the ability of future generations to meet their own needs".

 COBOURG	THE CORPORATION OF THE TOWN OF COBOURG
	BY-LAW NUMBER <u>003-2020</u>

A BY-LAW TO AUTHORIZE EXECUTION OF AN SUBDIVISION AMENDING AGREEMENT WITH VANDYK WEST PARK VILLAGE LIMITED AND THE CORPORATION OF THE TOWN OF COBOURG. IN RESPECT OF THE PLANNED SUBDIVISION PIN 51085-1298 LOTS 1 TO 81, BOTH INCLUSIVE, BLOCKS 82 TO 110, BOTH INCLUSIVE, PLAN 39M-876.

WHEREAS the parties hereto entered into a subdivision agreement dated July 23, 2012 in respect of the planned subdivision PIN 51085-1298 LOTS 1 TO 81, BOTH INCLUSIVE, BLOCKS 82 TO 110, BOTH INCLUSIVE, PLAN 39M-876; TOWN OF COBOURG (the "Subdivision Agreement");

NOW THEREFORE the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

1. THAT the Mayor and Municipal Clerk are hereby authorized and instructed to execute on behalf of the Corporation an Subdivision Amending Agreement with Vandyk – West Park Village Limited and the Corporation of the Town of Cobourg attached hereto this By-law as Schedule “A” to provide for the cashing of the Letters of Credit or other security provided by the Owner to the Municipality, and use by the Municipality of such proceeds to pay for the costs of the remaining works to be completed under the terms of the Subdivision Agreement by the Owner.
2. THAT this By-law shall come into force as of its final passing thereof.

MAYOR

MUNICIPAL CLERK

THE JOINT ANIMAL CONTROL MUNICIPAL SERVICE BOARD

Meeting Minutes

Thursday October 23, 2019 at 4:00 PM

Township of Alnwick/Haldimand, Municipal Office

Present: Chair S. Gibson
Member W. Cane
Member A. Burchat
Member J. Bickle

Staff: L. O'Neill-Jackson, Recording Secretary
E. McKinley, Manager

Regrets: None

1. Call to Order

Chair Gibson called the meeting to order at 4:00 p.m.

2. Disclosure of Pecuniary Interest and the Nature Thereof

There were no interests disclosed.

3. Approval of Agenda as Circulated

3.1 Approval of Agenda for October 23, 2019

Moved by W. Cane; seconded by A. Burchat

Be it resolved that the agenda of October 23, 2019 be approved as circulated.

CARRIED.

4. Approval of Previous Meeting Minutes

4.1 Approval of September 25, 2019 Meeting Minutes

Moved by J. Bickle; seconded by A. Burchat

Be it resolved that the minutes of the Joint Animal Control Municipal Service Board of September 25, 2019 be approved as circulated.

CARRIED.

5. Business Arising from the Minutes

5.1 Report from Lois O'Neill-Jackson, Recording Secretary RE: Request for Proposal - Veterinary Services

Moved by A. Burchat; seconded by J. Bickle

Be it resolved that report from the Recording Secretary be received and that the JACMSB approve the RFP for Veterinary Services being issued as presented.

CARRIED.

6. Delegations

6.1 Anne Hardy and Daryl Sarkisian, RE: Barking Hound Dogs in Roseneath Landing

Anne Hardy explained that there has been a problem for over 10 years with dogs barking at night and running at large in the late summer and fall months then the dogs disappear only for a new batch to arrive the next year. The dogs come from Ray Bennett's which is located on Alderville First Nation. Individual residents have tried to resolve the issue with him with no luck.

They have not received any response or acknowledgement of their numerous complaints to By-law Enforcement. Despite their efforts to resolve the problem they are not getting anywhere. The current fine system does not provide a deterrent and should include escalating fines for offences.

They are not willing to accept the noise nor are they willing to try to capture the dogs. There are further concerns around whether or not the dogs are dangerous, do they have their shots, the feces, the health of the dogs and if the dogs are injured. They are also afraid of retaliation by the owner. The neighbours are willing to work with Municipal Animal Services and the Township to resolve this matter. They are also requesting that they be kept informed of any actions that the Township is taking.

Chair Gibson advised that she is aware of their concerns and will be arranging a meeting as soon as possible with the Chief and the rest of Council if possible to discuss the problem. The suggestion of escalating fines is a good idea and will be further reviewed by the Board. The Township will be investigating using the noise by-law for enforcement. It was request that the residents provide any information that they may have regarding dates and times of occurrences as this could be beneficial to enforcement.

The Board and the delegation representatives discussed the option of placing the live trap from Municipal Animal Services on municipal property in the area.

The Board advised that a delegation to Alnwick/Haldimand Council may be

beneficial to moving toward resolving the issue.

A concern was raised with respect to some of the wording in the new Animal Control (dog) By-law. The recording secretary will meet with Anne Hardy to review the By-law.

Moved by J. Bickle; seconded by W. Cane

Be it resolved that the delegation from Anne Hardy and Daryl Sarkisian RE: Barking Hound Dogs in Roseneath Landing be received.

CARRIED.

7. Correspondence

7.1 Correspondence from Daryl Vaillancourt, Ontario SPCA and Humane Society dated October 1, 2019, RE: What does the future of animal welfare look like?

Moved by A. Burchat; seconded by J. Bickle

Be it resolved that the correspondence from Daryl Vaillancourt, Ontario SPCA and Humane Society, dated October 1, 2019, RE: What does the future of animal welfare look like? be received and filed.

CARRIED.

8. Staff and Committee Reports

8.1 Report from Elizabeth McKinlay, Animal Services Manager, dated October 23, 2019, RE: Animal Control Report

Moved by A. Burchat; seconded by J. Bickle

Be it resolved that the report from the Animal Services Manager, dated October 23, 2019, RE: Animal Control Report be received and filed.

CARRIED.

8.2 Report from Elizabeth McKinlay, Animal Services Manager, dated October 23, 2019, RE: Statistics Report

Moved by W. Cane; seconded by J. Bickle

Be it resolved that the report from the Animal Services Manager, dated October 23, 2019, RE: Statistics Report be received and filed.

CARRIED.

9. Notice of Motions/Resolutions

None.

10. By-Laws**10.1 Draft By-law for the Regulation of Cats**

Moved by A. Burchat; seconded by W. Cane

Be it resolved that the Draft By-law for the regulation, prohibiting the running at large and prohibiting the cruelty to cats be revised to amend section 6.2 and circulated to the Clerks of the member municipalities as revised for their review.

CARRIED.

11. Comments from the Chair**11.1 Northumberland Humane Society**

Kate Lennon from Northumberland Humane Society has advises that she is making progress on a potential service model for animal services. She will reach out to the Board as soon as she has something for the Board.

12. New and Other Business**12.1 Power of Entry By-law**

The Recording Secretary advised that she will be bringing forward a Power of Entry By-law for consideration by the Board as it will provide more authority to Municipal Animal Services to investigate concerns and/or complaints.

12.2 Cobourg Dog Tag Fees

A. Burchat reported that Cobourg will be increasing their dog tag fees in 2020 and eliminating the early payment fee reduction. This will mean their fees are the same as the other member municipalities.

12.3 Municipal Animal Services Press Release

Christine Collie Rowland, as a member of the public, suggested that the Board issue a press release regarding Municipal Animal Services and all the good things they are doing. It could include the statistics, feral cat cages and the donation to purchase them, barn cat program, no kill status, etc. She offered to draft the press release and will send it to Chair, S. Gibson for review.

13. Closed Session Items**13.1 Closed Session Items to Consider 1.b) personal matters about an identifiable individual, including municipal or local board employees and 2.a) a request under the Municipal Freedom of Information if the**

council, board, commission or other body is the head of an institution for the purposes of that Act.

Moved by A. Burchat; seconded by J. Bickle

Be it resolved that the JACMSB now go in closed session to consider 1.b) personal matters about an identifiable individual, including municipal or local board employees and 2.a) a request under the Municipal Freedom of Information if the council, board, commission or other body is the head of an institution for the purposes of that Act at 5:22 p.m. with the Animal Services Manager remaining for the request under the Municipal Freedom of Information Act and the Recording Secretary remaining present for the entire closed session.

CARRIED.

13.2 Adjourn Closed Session

Moved by A. Burchat; seconded by J. Bickle

Be it resolved that the JACMSB adjourn closed session at 5:46 p.m.

CARRIED.

14. Next Meeting

The next meeting of the Board will be Wednesday, November 27, 2019 at 4:00 p.m.

15. Adjournment

Moved by W. Cane; seconded by J. Bickle

Be it resolved that the Joint Animal Control Municipal Service Board meeting of October 23, 2019 be adjourned at 5:46 p.m.

CARRIED.

Joint Animal Control Monthly Statistics September 2019

September 2019	All Municipalities		Cobourg		Port Hope / Hope		Hamilton		Alnwick / Haldimand		Cramahall / Alderville		Abandoned at Pound	
	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats
Beginning Count	3	24	0	6	1	4	0	1	2	13	0	0	0	0
Intake as Stray	16	35	5	3	3	10	6	10	1	12	1	0	0	0
Intake as Surrender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intake as Return Adoption	0	1	0	1	0	0	0	0	0	0	0	0	0	0
Intake as Police Assist/Quar.	0	1	0	0	0	0	0	1	0	0	0	0	0	0
Outcome-Returned to Guardian	15	4	5	1	3	1	6	1	0	1	1	0	0	0
Outcome-Adopted	1	3	0	0	1	1	0	0	0	2	0	0	0	0
Outcome-Adopted from External Facility/Pet Store	0	8	0	0	0	2	0	0	0	6	0	0	0	0
Outcome-Transferred to rescue/no fee adoption	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outcome-Barn Cat Program	0	3	0	0	0	1	0	0	0	2	0	0	0	0
Outcome-Still Born or abandoned young DIC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outcome-DOA or Died in Cage	0	1	0	0	0	0	0	1	0	0	0	0	0	0
Outcome-Escaped from Cage	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outcome-Euthanized due to Health Reasons	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outcome-Euthanized Due to Aggression	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control Patrol	48		17		12		11		8		0			
Animal Control Duties	31		7		9		8		6		1			
Police Assist/Involved	0		0		0		0		0		0			
Number of Tickets Issued	2		0		0		2		0		0			
Compliance Calls	11		0		3		3		5		0			
Number of Animals in Pound September 30, 2019	3	41	0	9	0	9	0	10	3	13	0	0	0	0
Number of Animals in Pet Store September 30, 2019	0	1	0	0	0	0	0	0	0	1	0	0	0	0


Joint Animal Control Monthly Statistics January 1 - September 30, 2019

January-September 2019	All Municipalities		Cobourg		Port Hope / Hope		Hamilton		Alnwick / Haldimand		Cramahe / Alderville		Abandoned at Pound	
	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats	Dogs	Cats
Beginning Count	2	18	2	7	0	2	0	4	0	0	0	0	0	5
Intake as Stray	106	201	25	36	21	68	28	48	18	48	12	2	0	1
Intake as Surrender/Abandoned	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intake as Return Adoption	0	2	0	1	0	1	0	0	0	0	0	0	0	0
Intake as Police Assist/Quar.	6	1	4	0	2	0	0	1	0	0	0	0	0	0
Outcome-Returned to Guardian	90	19	25	10	21	6	26	2	9	1	9	0	0	0
Outcome-Adopted	19	46	4	7	2	20	2	9	6	6	3	2	0	4
Outcome-Adopted from External Facility/Pet Store	0	64	0	8	0	24	0	17	0	14	0	0	0	1
Outcome-Transferred to rescue/no fee adoption	2	0	2	0	0	0	0	0	0	0	0	0	0	0
Outcome-Barn Cat Program	0	36	0	7	0	9	0	9	0	11	0	0	0	0
Outcome-Still Born or abandoned young DIC	0	1	0	0	0	1	0	0	0	0	0	0	0	0
Outcome-DOA or Died in Cage	0	4	0	0	0	0	0	4	0	0	0	0	0	0
Outcome-Escaped from Cage	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outcome-Euthanized due to Health Reasons	0	10	0	3	0	2	0	2	0	2	0	0	0	1
Outcome-Euthanized Due to Aggression	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Animal Control Patrol	444		147		141		99		57		0			
Animal Control Duties	312		99		101		62		41		7		2	
Police Assist/Involved	7		3		4		0		0		0		0	
Number of Tickets Issued	21		3		5		3		10		0		0	
Compliance Calls	87		22		29		16		20		0		0	
Number of Animals in Pound September 30, 2019	3	41	0	9	0	9	0	10	3	13	0	0	0	0
Number of Animals in Pet Store September 30, 2019	0	1	0	0	0	0	0	0	0	1	0	0	0	0

Joint Animal Control Comparison Statistics
September 2019

September	Sep-17	Sep-18	Sep-19	YTD 2017	YTD 2018	YTD 2019
	Dogs	Dogs	Dogs	Dogs	Dogs	Dogs
Beginning Count	1	6	3	0	2	2
Total Intake	9	12	16	88	107	112
Outcome-Return to Guardian	9	5	15	75	84	90
Outcome-Adopted/Transferred	0	4	1	12	15	21
Outcome-DOA or Died in Cage	0	1	0	0	1	0
Outcome-Euthanasia unhealthy	0	1	0	0	2	0
Outcome-Euthanasia aggressive	0	3	0	0	3	0
Average Care Days per Dog in Facility				4.5	4.5	7.5
Average Medical Cost per dog to prepare for adoption	\$ 239.98	\$ 406.87	\$ 433.17	\$ 327.97	\$ 361.51	\$ 281.99
Animal Control Patrol	32	21	48	354	466	444
Animal Control Duties	23	18	31	263	252	312
Police Assist/Involved	2	1	0	7	16	7
Number of Tickets Issued	0	0	2	16	12	21
Compliance Calls	2	4	11	80	58	87
Number of Animals in Pound September 30	1	4	3	1	4	3

September	Sep-17	Sep-18	Sep-19	YTD 2017	YTD 2018	YTD 2019
	Cats	Cats	Cats	Cats	Cats	Cats
Beginning Count	24	23	24	9	17	18
Total Intake	18	29	37	175	160	204
Outcome-Return to Guardian	1	1	4	15	19	19
Outcome-Adopted/Transferred	18	12	11	109	88	110
Outcome-Barn Cat Program	5	1	3	30	22	36
Outcome-DOA or Died in Cage	0	2	1	4	3	5
Outcome-Escaped from Cage	0	0	0	2	2	0
Outcome-Euthanasia unhealthy	0	3	0	6	10	10
Outcome-Euthanasia aggressive	0	0	0	0	0	0
Average Care Days per Cat in Facility				20.3	20.5	18
Average Care Days per Kitten in Facility				41.8	51.5	49
Average Medical Cost per kitten to prepare for adoption	\$ 178.10	\$ 214.37	\$ 163.50	\$ 176.46	\$ 177.74	\$ 172.83
Average Medical Cost per cat to prepare for adoption	\$ 199.43	\$ 209.64	\$ 267.09	\$ 194.11	\$ 235.92	\$ 202.40
Average Medical Cost per barn cat to prepare for adoption	\$ -	\$ 230.24	\$ 234.13	\$ 206.46	\$ 233.04	\$ 177.82
Number of Animals in Pound September 30	18	33	42	18	33	42

	THE CORPORATION OF THE TOWN OF COBOURG
	PARKS & RECREATION ADVISORY COMMITTEE MEETING MINUTES
	November 5, 2019 1:00pm Committee Room, Victoria Hall

A regular meeting of the Cobourg Parks and Recreation Advisory Committee was held at 1:00pm at Victoria Hall in the Conference Room with the following in attendance:

Committee Members:

Beth Bellaire, Chair
Councillor Emily Chorley
Dora Body
James McGrath
Richard Pope
Patricia Whitney

Staff:

Director Dean Hustwick
Deputy Director Teresa Behan

Regrets:

Administrative Assistant Jodi Ware-Simpson

1. CALL TO ORDER

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1 Alan Clough Delegation - Cobourg Yacht Club

2.2 Approval of the Agenda

Moved by Richard Pope

THAT the Parks and Recreation Advisory Committee approve the agenda dated November 5, 2019 as amended.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

3.1 There were no Declarations of Interest Declared by Members.

4. ADOPTION OF MINUTES

4.1 Approval of the Regular Meeting Minutes Dated October 1, 2019

Moved by James McGrath

THAT the Parks and Recreation Advisory Committee approve the meeting minutes from October 1, 2019 as presented.

Carried

4.2 Approval of the Special Meeting Minutes Dated October 10, 2019

Moved by Dora Body THAT the Parks and Recreation Advisory Committee approve the special meeting minutes from October 10, 2019 as presented.

Carried

5. PRESENTATIONS / DELEGATIONS

Brent Larmer, Municipal Clerk/Manager of Legislative Services, regarding the new Code of Conduct Policy approved through bylaw 068-2019.

5.1 B. Larmer attended the meeting to discuss the new Code of Conduct Policy approved through bylaw 068-2019.

Steve Wilkes, Coach - Survivor Thrivers

5.2 S. Wilkes attended the meeting to discuss the Lifesaving Society Aquatic Safety Audit of the Cobourg Harbour. After a question and answer period, S. Wilkes was excused from the meeting (1:16 P.M.).

Nancy Marshall, Trish Russell, Captain and Sandy Ward, President - Survivor Thrivers

5.3 N. Marshall and T. Russell attended the meeting to discuss the Lifesaving Society Aquatic Safety Audit of the Cobourg Harbour. After a question and answer period, N. Marshall and T. Russell were excused from the meeting (1:28 P.M.).

Jeremy Fowlie - Cobourg Dragon Boat and Canoe Club

5.4 J. Fowlie attended the meeting to discuss the Lifesaving Society Aquatic Safety Audit of the Cobourg Harbour. After a question and answer period, J. Fowlie was excused from the meeting (1:00 P.M.).

Alan Clough Delegation - Cobourg Yacht Club

5.5 A. Clough attended the meeting to discuss the Lifesaving Society Aquatic Safety Audit of the Cobourg Harbour. After a question and answer period, A. Clough was excused from the meeting (2:14 P.M.).

6. COMMUNICATIONS / CORRESPONDENCE

6.1 No Communication or Correspondence received by the Committee.

7. REPORTS

7.1 Update on 2020 Tree Planting.

Moved By Richard Pope THAT the Parks and Recreation Advisory Committee recommends that Council consider an increase of the Budget Line for Tree Planting in the Town of Cobourg to be considered as part of the 2020 Parks Department Budget, with the amount to be determined based on the report from the Town Arborist to Municipal Council in early 2020.

Carried

8. UNFINISHED BUSINESS

8.1 Lifesaving Society Aquatic Safety Audit of the Cobourg Harbour (Referred from the October 1, 2019 PRAC Meeting).

Moved by Richard Pope THAT the Parks and Recreation Advisory Committee recommends that Council receive the Lifesaving Society Aquatic Safety Audit of the Cobourg Harbour for information purposes; and

FURTHER THAT the Town direct the Town of Cobourg Risk Manager to conduct a full study of the Harbour Safety based on extensive consultation and observation with the main Harbour users, including but not limited to; the Marina, the Sailing Club, the Cobourg Dragon Boat and Canoe Club and the Survivor Thrivers; and

FURTHER THAT Staff present the results of said report/study to the Parks and Recreation Advisory Committee for comments before sending to Council.

Carried

9. NEW BUSINESS

Resolution 415-19, regarding the approval of the 2020 Advisory Committee Work Plans.


9.1 The Resolution regarding the Approval of the 2020 Advisory Committee Work Plan was received by the Committee for Information purposes.

10. ADJOURNMENT

10.1 The Parks and Recreation Advisory Committee adjourned at 3:10 P.M. as all items on the Agenda were discussed and disposed with.

11. NEXT MEETING

December 3, 2019

	THE CORPORATION OF THE TOWN OF COBOURG
	PARKS & RECREATION ADVISORY COMMITTEE MEETING MINUTES
	December 3, 2019 1:00pm Victoria Hall, Committee Room

A regular meeting of the Cobourg Parks and Recreation Advisory Committee was held at 1:00pm at Victoria Hall in the Conference Room with the following in attendance:

Committee Members:

Beth Bellaire, Chair
Councillor Emily Chorley
James McGrath
Miriam Mutton
Richard Pope
Patricia Whitney

Staff:

Director Dean Hustwick
Deputy Director Teresa Behan
Administrative Assistant Jodi Ware-Simpson

Regrets:

Dora Body

1. CALL TO ORDER

The meeting was called to order at 1:00pm.
The Chair introduced and welcomed the new Parks and Recreation Advisory Committee member, Miriam Mutton.

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1 Approval of the Agenda

Moved by Member Pope: THAT the Parks and Recreation Advisory Committee approve the agenda dated December 3, 2019 as presented.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

3.1 There were no Declarations of Interest Declared by Members.

4. ADOPTION OF MINUTES

4.1 Approval of the Regular Meeting Minutes Dated November 5, 2019.

Moved by Member McGrath: THAT the Parks and Recreation Advisory Committee defer approving the November 5, 2019 meeting minutes until January 7.

Carried

5. PRESENTATIONS / DELEGATIONS

Ted Williams - Cobourg Resident

5.1 T. Williams attended the meeting to discuss the Marina and Campground Finances. After a question and answer period, T. Williams was excused from the meeting (1:20 P.M.)

Action: The Director will email the Cobourg Waterfront brochure that was mailed to residents in 2018. It includes the key Marina and Campground financials from 2012 to 2017.

Rory Quigley, Town of Cobourg Arborist, regarding the Urban Forest Master Plan.

5.2 R. Quigley attended the meeting to provide an update on the Urban Forest Master Plan.

6. COMMUNICATIONS / CORRESPONDENCE

6.1 No Communication or Correspondence received by the Committee.

7. REPORTS

8. UNFINISHED BUSINESS

9. NEW BUSINESS

2020 Meetings - First Tuesday of the Month

January 7

February 4

March 3

April 7

May 5

June 2

July 7

August 4

September 1

October 6

November 3

**Parks & Recreation Advisory Committee Meeting
Minutes**

DECEMBER 3, 2019


December 1

10. ADJOURNMENT

The meeting was adjourned at 2:40pm.

11. NEXT MEETING

January 7, 2020

DOWNTOWN BUSINESS IMPROVEMENT AREA BOARD OF MANAGEMENT	
	DBIA Board of Management
	<p>MINUTES</p> <p>Thursday November 7, 2019 at 8:30 AM Conference Room</p>

A regular meeting of the DBIA Board of Management was held with the following members in attendance:

Councillor Adam Bureau
Deputy Mayor Suzanne Seguin
Amanda Da Silva
Jenna Fitzgerald
Joan Greaves
Julie Dreyer
Tracey Gainforth – Coordinator
Kevin Ward – Liaison
Chief Paul VandeGraaf - Liaison

REGRETS

Julie McCuaig
Lou Trozzolo

GUEST: Erika Cotton – The Mortgage Centre

MINUTES PREPARED BY Melissa Graham

1. CALL TO ORDER

The meeting was called to order by Chairperson J. Greaves at 8:34 am.

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1. Approve agenda as presented

Moved by J. Dreyer: THAT the DBIA Board of Management approve the agenda as amended with the addition of the OBIAA webinar.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

There were two declarations of interest by members J. Fitzgerald and A. da Silva regarding the Christmas Party Quotes.

4. ADOPTION OF MINUTES

- 4.1. Regular Board Minutes from October 3rd, 2019

Moved by J. Dreyer: THAT the DBIA Board of Management approve the minutes dated October 3rd, 2019 as presented.

Carried

- 4.2. Special Meeting Minutes dated October 17, 2019

Moved by J. Dreyer: THAT the DBIA Board of Management approve the minutes dated October 17th, 2019 as presented.

Carried

5. PRESENTATIONS / DELEGATIONS

- 5.1. **Brent Larmer, Municipal Clerk/Manager of Legislative Services, regarding the new Code of Conduct Policy approved through bylaw 068-2019.**

A verbal presentation was provided by Municipal Clerk/Manager of Legislative Services to provide the DBIA Board of Management with the new Code of Conduct Policy.

"The Town of Cobourg's Code of Conduct was approved in 2015, this was when Codes of Conduct were permissive and not mandatory. With the recent changes to accountability and transparency legislation at the Provincial level and the recent appointment of a new Town of Cobourg Integrity Commissioner, staff and the newly appointed Integrity Commissioner made it a priority to update and modernize the current Code of Conduct, to be sure the Town is upholding the highest quality of municipal administration and governance which can best be achieved by encouraging high standards of conduct on the part of all elected officials."

6. COMMUNICATIONS / CORRESPONDENCE

- 6.1. MailChimp Correspondence

6.1.1. Downtown Cobourg Makes a Digital Jump with Digital Main Street: **SENT: October 28th, 2019**

Due to an input error, the MailChimp correspondence was taken off the agenda.

- 6.2. Town of Cobourg Communication Correspondence

6.2.1. No Parking, Market Building Parking Lot, Saturday mornings. **SENT: October 23, 2019**

Due to an input error, the Town of Cobourg correspondence was taken off the agenda.

7. CLOSED SESSION

7.1. Closed Session Meeting

Moved by J. Dreyer: THAT the DBIA Board of Management meet in Closed Session in accordance with Section 239 of the Municipal Act S.O 2001 regarding:

s.239(2)(b): Personal matters about an identifiable individual including municipal or local board employees. DBIA_086_2019

Carried

Moved by J. Dreyer: THAT the DBIA Board of Management meet in open session to complete the scheduled meeting. **DBIA_087_2019**

Carried

8. REPORTS

8.1. Chairperson Report - J. Greaves

8.1.1. Board Recruitment

Chairperson J. Greaves has been meeting with interested members who would like to be a part of the DBIA Board of Management. Guest Erika Cotton; The Mortgage Centre observed the DBIA Board of Management meeting as an interested candidate.

8.1.2. Digital Main St. Recruitment

Interviews have commenced with the hiring committee which includes Deputy Mayor Seguin, Chairperson J. Greaves, and Coordinator T. Gainforth. The committee received 19 resumes which were narrowed to 5 successful candidates. References are currently being checked, prior to a special meeting being scheduled to formal hire the successful candidate.

8.1.3. Christmas Party Quotes

The board received 6 formal quotes from the membership. With the declaration of interest from members, J. Fitzgerald and A. da Silva the two were asked to leave the room. However, due to lack of quorum, A. da Silva provided written withdrawal to the chair and board to formally remove her business quote releasing her conflict of interest to regain quorum.

Moved by Deputy Mayor S. Seguin: THAT the DBIA Board of Management award George and Orange to be the host of the 2019 Christmas Party for the entire Board of Management and spouses on December 1st, 2019 at 5:00 pm. **DBIA_088_2019**

Carried

8.1.4. AGM Board Reports: Due November 13, 2019

Chairperson J. Greaves provided the Board of Management with a verbal reminder that the AGM reports are due on November 13th, 2019.

8.2. Vice-Chair Report - J. Dreyer - No Report

8.3. Treasurer Report - L. Trozzolo - No Report

8.4. Marketing Report - A. da Silva - No Report

8.5. Special Events Report

8.5.1. Christmas Tree Quote

Moved by A. da Silva: THAT the DBIA Board of Management approve the purchase of 32 trees for the total cost of \$1,819.30, to be used for the duration of the Christmas Market event. **DBIA_089_2019**

Carried

8.6. Membership Report - J. Fitzgerald - No Report

8.7. Beautification/Maintenance Report - J. McCuaig

An update was provided by Councillor A. Bureau regarding Canada Flags. They will be taken down by Canada Patriot after November 12th.

8.8. Coordinator Report - T. Gainsforth

8.8.1. Filming issues

There have been some communication complaints regarding the filming in downtown Cobourg. Deputy Mayor S. Seguin is reviewing the film policy as well as a complaint process through General Government Services. It was recommended that a survey be provided by the membership.

8.8.2. Microgrants

Coordinator T. Gainforth and Economic Development will work together to receive proper testimonials regarding the microgrants for membership.

8.8.3. Halloween Event

New information has been received by the Board of Management on the success of the Halloween event. The board of management will review the Halloween event upon the recruitment of a Special Events director.

8.8.4. Coordinator Report

The Coordinator report was provided for information purposes.

8.9. Cobourg Police Services Report - Chief P. VandeGraaf

Chief P. VandeGraaf provided the Board of Management a verbal update including;

- Keep it Close campaign is working well
- More police presence downtown, which has resulted in more arrests. This has been recognized and appreciated by downtown businesses.
- A reminder to the membership that Cobourg is the hub for social services locations for the county.
- Detective Constable Janice MacDonald has been looking at best practices from the Niagara region on homelessness. A reminder to the membership that homelessness is not a crime.

8.10. Northumberland Central Chamber of Commerce Report - K. Ward

K. Ward provided the Board of Management a verbal update including;

- November 12th Chamber Meet and Greet at Venture13
- Preparing 2020 professional development seminars for the membership.

9. COUNCIL REPORT

9.1. Deputy Mayor S. Seguin

To be added to the next scheduled meeting for further discussion, Deputy Mayor Seguin provided the Board of Management with a request that came to the council on November 4th. Green Wood Coalition made a delegation request regarding a location for a drop-in centre on the main street with 2-3 rooms, with approximately \$500-\$1000 to cover expenses. There are currently only 11 vacant locations in downtown Cobourg, with rent ranging from \$1000-\$3000. Once further information is provided, the Deputy Mayor will provide to the Board of Management.

9.2. Councillor A. Bureau - No Report

10. UNFINISHED BUSINESS

10.1. 05/02/2019: MOU

11. NEW BUSINESS

11.1. Municipal Exchange: Economic development value of Business Improvement Areas (BIAs)

The Board of Management was provided with the information for the Municipal Exchange: Economic development value of Business Improvement Areas (BIAs).

[BIA Invite_Nov 13 2019 FINAL](#)

12. ADJOURNMENT

The meeting was adjourned at 10:15 am by Chairperson J. Greaves.

The next scheduled meeting is the Annual General Meeting on November 19th, 2019 at 6:00pm.



Economic Development Value of Business Improvement Areas (BIAs)

November 13, 2019

10:30 am – 12 pm

Free online webinar

Is your municipality looking to learn about the economic development value that BIAs can bring to your community?

Are you curious about how you could work more effectively with your local BIA?

Save your spot!

Business Improvement Areas (BIAs) are a “made in Ontario” form of public-private partnership, and this exchange will explore how to harness the entrepreneurial readiness of private business, operating in partnership with municipal governments – in order to advance livable, vibrant and resilient business districts.

Municipalities and BIAs will learn how effective governance, collaboration and strong working relationships between a BIA and a municipality can lead to successful downtowns and main streets cores.

Throughout this municipal exchange, municipalities will be able to draw from leading practices, implemented by BIAs and municipalities, that support economic development in communities across Ontario.

Who should attend:

Municipal planning and economic development staff, municipal councillors, municipal treasurers and municipal clerks who work with BIAs and local BIA Board members and their staff.


Often our webinars get fully subscribed, therefore, where possible we encourage registrants to host a session with other participants from the same organization who are interested in joining the webinar.

Presenters:

- **Kay Matthews**, Executive Director of Ontario Business Improvement Area Association (OBIAA)
- **Jan Hawley**, Economic Development Officer, Municipality of Huron East
- **Marty Williams**, Executive Director and **Meg Dunning**, Membership and Community Manager, Downtown Guelph Business Association
- **Andrew Marks**, Councillor, City of Timmins and Board Member, OBIAA

Municipal Exchange is a free webinar series hosted by the Ministry of Municipal Affairs and Housing



DOWNTOWN BUSINESS IMPROVEMENT AREA BOARD OF MANAGEMENT	
	DBIA Board of Management SPECIAL MEETING MINUTES
	Wednesday November 13, 2019 at 8:30 AM Conference Room

A regular meeting of the DBIA Board of Management was held with the following members in attendance:

Councillor Adam Bureau
Deputy Mayor Suzanne Seguin
Jenna Fitzgerald
Joan Greaves
Lou Trozzolo
Tracey Gainforth - Staff

REGRETS

Julie Dreyer
Julie McCuaig
Amanda Da Silva
Chief Paul VandeGraaf – Liaison
Kevin Ward - Liaison

MINUTES PREPARED BY Melissa Graham

1. CALL TO ORDER

The meeting was called to order by Chairperson J. Greaves at 8:31 a.m.

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1. Approval of agenda

Moved by Deputy Mayor S. Seguin: THAT the DBIA Board of Management approve the agenda as presented.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest by members.

4. CLOSED SESSION

4.1. Closed session meeting

Moved by Deputy Mayor S. Seguin: THAT the DBIA Board of Management meet in Closed Session in accordance with Section 239 of the Municipal Act S.O 2001 regarding:

s.239(2)(b): Personal matters about an identifiable individual including municipal or local board employees.


(1) Digital Main Street Service Squad Recruitment **DBIA_090_2019**
Carried

Moved by L. Trozzolo: THAT the DBIA Board of Management to meet in open session to complete the agenda as presented. **DBIA_091_2019**
Carried

Moved by L. Trozzolo: THAT the DBIA Board of Management hire Mallory Ford for the Digital Main Street Service Squad Team member position as outlined in Motion # DBIA_086_2019. **DBIA_092_2019**
Carried

5. ADJOURNMENT

The meeting was adjourned at 8:45 a.m. by Chairperson J. Greaves.

DOWNTOWN BUSINESS IMPROVEMENT AREA BOARD OF MANAGEMENT	
	DBIA Board of Management ANNUAL GENERAL MEETING MINUTES
	Tuesday November 19, 2019 at 6:00 PM Conference Room

A regular meeting of the DBIA Board of Management was held with the following members in attendance:

Councillor Adam Bureau
Deputy Mayor Suzanne Seguin
Amanda Da Silva
Jenna Fitzgerald
Joan Greaves
Julie McCuaig
Lou Trozzolo
Tracey Gainforth - Staff

REGRETS

Julie Dreyer
Chief Paul VandeGraaf
Kevin Ward

MINUTES PREPARED BY Melissa Graham

1. CALL TO ORDER

The meeting was called to order by Chairperson J. Greaves at 6:01 pm.

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1. Approval of the Agenda

Moved by Deputy Mayor S. Seguin: THAT the DBIA Board of Management approve the agenda as presented.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest from the members.

4. ADOPTION OF MINUTES

Page 1 of 5

- 4.1. Annual General Meeting minutes dated December 20th, 2018

Moved by Councillor A. Bureau: THAT the DBIA Board of Management approve the Annual General Meeting minutes dated December 20th, 2018 as presented.

Carried

5. PRESENTATIONS / DELEGATIONS

There were no presentations or delegations.

6. COMMUNICATIONS / CORRESPONDENCE

There were no communications or correspondence.

7. REPORTS

- 7.1. Chairperson Report - J. Greaves

A verbal update was provided by J. Greaves, highlighting the following topics.

- Board recruitment status; there have been a few interested business owners to be a part of the Board of Management. Coordinator and Chairperson have gone to visit these businesses to discuss the process to apply.
- Strategic Plan is currently in draft form. Recording Secretary and OBIAA Executive Director Kay Matthews have been working together to finalize the document. The overall strategic plan was a great team-building experience and discussion on how to get a more vibrant Downtown.
- Strengthening the membership engagement will be continued through initiatives that the Coordinator T. Gainforth and Membership Director J. Fitzgerald will lead.
- Digital Main Street Staffing - The DBIA Board of Management hired M. Ford to help businesses with digital initiatives. The DBIA received the digital main street grant which totalled \$10,000, with \$9,000 being allocated to M. Ford for the positions wage. There are currently individual grants available of \$2500 to upgrade services/hardware for your business. The deadline for the \$2500 grants is December 31st, 2019. Visit <https://digitalmainstreet.ca/> for more information.

- 7.2. Vice-Chair Report - J. Dreyer - Regrets

- 7.3. Treasurer Report - L. Trozzolo

L. Trozzolo provided an update on the 2020 budget.

- 7.3.1. 2020 Draft Budget

Moved by Deputy Mayor S. Seguin: THAT the Downtown Business Improvement Area membership approve the budget as presented. **DBIA_092_2019**

Carried

- 7.4. Marketing Report - A. Da Silva

A verbal update was provided by Marketing Director, A. Da Silva. Key highlights included;

- Re-Imagining the focus on the downtown to fit changing demographics

Example: More focus on year-round tourism, getting the locals to spend more time at the downtown merchants and services.

- Radio: Last year, there was a focus on events-based radio promotions, will continue with that again this year but scale back on the budget. Focus more on social media as opposed to other forms of advertising
- Member Cards: Discussed idea of putting together member cards with discount or offer from each participating downtown business to distribute at outside stores and establishments. - Another idea suggested was a member to member savings
- SWAG - we have been using more swag - reusable bags, hats, etc to promote downtown
- HERO VIDEO - to be shown on various platforms showcasing all the great things downtown has to offer.

7.5. Special Events Report - Vacant Board Position
Discussed through Coordinator Report due to board vacancy.

[2020 EVENTS OUTLINE_rotated](#)

7.6. Membership Report - J. Fitzgerald

Membership Report was provided for information purposes for the membership. Membership Director J. Fitzgerald provided 2019 accomplishments and 2020 goals which include strengthening membership engagement through quarterly meet and greets with hopes of building the DBIA community.

7.7. Beautification/Maintenance Report - J. McCuaig

The beautification and maintenance report was provided for information purposes. Key highlights include the 2019 accomplishments and 2020 goals.

2019 Accomplishments:

- Flag program
- MOU commitments of purchasing new garbage receptacles
- Contribution of \$9500 to the holiday lighting through the downtown.

2020 Goals:

- Providing businesses with the opportunity to opt into a garden basket or planter for their business
- Increasing winter lighting
- Sidewalk sweeping and trash clean-up

7.8. DBIA Coordinator Report - T. Gainsforth

Coordinator Report was provided for information purposes with key highlights including;

- Winter Pub Crawl is the next DBIA event on February 23rd, 2020
- getting website organized and polish for 2020
- Hometown Hockey partnership with Rogers and the Town of Cobourg. Businesses are encouraged to register via email for the Storefront Window Contest.
- Securing the Digital Main Street Grant of \$10,000

7.9. Cobourg Police Service Report - Chief P. VandeGraaf - Regrets

7.10. Northumberland Central Chamber of Commerce Report - K. Ward - Regrets

8. COUNCIL/COORDINATOR ANNOUNCEMENTS

8.1. Deputy Mayor S. Seguin

Deputy Mayor S. Seguin provided a verbal update regarding the following highlights;

- The Board of Management has had a tough year but has been able to work together for the DBIA area.
- Continuing to hold constructive MOU meetings with the Town of Cobourg staff
- Deputy Mayor has provided consistent DBIA updates at the regular council meetings

8.2. Councillor A. Bureau

Councillor A. Bureau provided thank you's to the membership, everyone who was able to step up for the events while we were without a coordinator, to the entire Board of Management, Coordinator T. Gainforth, and Recording Secretary M. Graham.

Councillor A. Bureau also provided a reminder that starting December 1st, the 1 hour grace period will come into effect.

9. NEW BUSINESS

10. ADJOURNMENT

The meeting was adjourned at 7:46 p.m.

The next scheduled board meeting December 5th, 2019 at 8:30 am.

2020 Event Schedule

Event	Date	Budget Proposed	Sponsor	Details	Hours	Actual
Downtown Cobourg Pub Crawl	22-Feb	\$ 2,000.00	Town		4-12 pm	
Girls Night Out	6-Jun	\$ 8,000.00	\$ 1,000.00	BMO	5-9 pm	
**** Tasty Tuesdays	June 16 and 23	\$ 1,000.00	\$ 1,000.00	BMO	10-3 pm	
Music and Food Festival	11-Jul	\$ 12,000.00		Licensed Bar/Celebrity Chef Event/Cover Band/small local bands	11-9 pm	
52nd Sidewalk Sale	July 30th-Aug 2nd	\$ 18,000.00	\$ 5,000.00	Scotia	9-8, 9-8, 9-6, 10-4	
King East Lit	22-Aug	\$ 1,000.00		Author readings/poetry, music, wandering musicians	10-5 pm	
Harvest Festival	26-Sep	\$ 6,000.00	\$ 1,000.00	Kawartha	10-5 pm	
Christmas Event	November 20-21	\$ 12,000.00			5-9/9-5	
Total		\$ 60,000.00	\$ 8,000.00			

GANARASKA REGION CONSERVATION AUTHORITY

MINUTES OF THE BOARD OF DIRECTORS

November 21, 2019

GRCA 07/19

1. Welcome and Call to Order

The Vice-Chair called the Ganaraska Region Conservation Authority (GRCA) Board of Directors meeting to order at 7:15 p.m.

MEMBERS PRESENT: Mark Lovshin, Vice Chair - Township of Hamilton
Nicole Beatty - Town of Cobourg
Tim Belch - Township of Cavan Monaghan
Greg Booth - Township of Alnwick/Haldimand
Brian Darling - Town of Cobourg
Vicki Mink - Municipality of Port Hope
Joe Neal - Municipality of Clarington
Tracy Richardson - City of Kawartha Lakes
Margaret Zwart - Municipality of Clarington

ALSO PRESENT: Linda Laliberte, CAO/Secretary-Treasurer
Cory Harris, Watershed Services Coordinator
Ken Thajer, Planning and Regulations Coordinator

ABSENT WITH

REGRETS: Jeff Lees, Chair - Municipality of Port Hope

ALSO ABSENT:

2. Disclosure of Pecuniary Interest

None

3. Minutes of Last Meeting

GRCA 51/19

MOVED BY: Joe Neal

SECONDED BY: Brian Darling

THAT the Ganaraska Region Conservation Authority approve the minutes of the October 17, 2019 meeting.

CARRIED.

4. Adoption of the Agenda

The Vice-Chair requested the agenda be amended to move Item 7. b) to 11. b) as Nicole Beatty would be arriving a little late to the meeting.

GRCA 52/19

MOVED BY: Joe Neal
SECONDED BY: Vicki Mink

THAT the Ganaraska Region Conservation Authority adopt the agenda as amended.
CARRIED.

5. Delegations

None

6. Presentations

a) Ganaraska Forest Recreational Users Committee (RUC) Annual Report
Jay Sherwin, Chair of the Ganaraska Recreational Users Committee (RUC), presented the Annual Report to the Board. Mr. Sherwin stated that the members of the RUC are a great resource to the Ganaraska Region Conservation Authority (GRCA) and its Ganaraska Forest. He stated that in 2018 the main concerns were trail and road maintenance as well as enforcement. In 2019, the retirement of Steve McMullen was a significant event with Ed Van Osch taking his place. He noted that Ed is doing well and has a great interest in the Forest. Mr. Sherwin also highlighted the launch of an online purchase system where memberships and day passes can be obtained through GRCA's website. Further in 2019, the Peterborough Trailbuilders Association as well as the Ganaraska Forest Horse Club put proposals forward for trail maintenance, trail building and clearing which was supported by the RUC and the board of directors. The Peterborough Trailbuilders Association put in 330 hours of labour and the Ganaraska Forest Horse Club spent 8 hours on the trails and donated picnic tables.

GRCA 53/19

MOVED BY: Brian Darling
SECONDED BY: Greg Booth

THAT the GRCA Board of Directors receive the presentation for information.
CARRIED.

Nicole Beatty arrived at the meeting.

7. Business Arising from Minutes

a) Response to a Natural Waterfront Park for Cobourg Presentation
Ken Thajer provided a presentation to the Board as requested by the members following the September Board meeting. The presentation, as described in the staff report distributed to the members, outlined site characteristics and the GRCA jurisdiction in regards to the proposed activities. Members asked for clarification of some of the slides that were presented and in regards to setbacks.

GRCA 54/19**MOVED BY:** Brian Darling**SECONDED BY:** Nicole Beatty

THAT the Board of Directors receive the Response to a Natural Waterfront Park for Cobourg for information and forward a copy to Cobourg Council.

CARRIED.

8. Correspondence

- a) 14-19 Letter from Jeff Yurek, Minister of the Environment, Conservation and parks
re. GRCA Chair Lees Letter of October 22, 2019

GRCA 56/19**MOVED BY:** Marg Zwart**SECONDED BY:** Vicki Mink

THAT the Board of Directors receive the correspondence for information.

CARRIED.

9. Applications under Ontario Regulation 168/06:

Permits approved by Executive:

GRCA 57/19**MOVED BY:** Nicole Beatty**SECONDED BY:** Tracy Richardson

THAT the Board of Directors receive the permits for information.

CARRIED.

Permit Application requiring Ganaraska Region Conservation Authority Board of Directors discussion:

None

10. Committee Reports:

- a) Ganaraska Forest Recreation Users Committee Minutes – November 7, 2019

GRCA 58/19**MOVED BY:** Vicki Mink**SECONDED BY:** Tim Belch

THAT the Board of Directors receive the Ganaraska Forest Recreation Committee Minutes of November 7, 2019 for information.

CARRIED.

11. New Business:

None

12. Other Business

a) 2020 Economic Adjustment

GRCA 59/19**MOVED BY:** Brian Darling**SECONDED BY:** Nicole Beatty**THAT** the Board of Directors approve the 2020 Economic Adjustment.**CARRIED.**

b) 2020 Levy

The CAO/Secretary-Treasurer explained the weighted vote procedure to the Board of Directors and answered questions in regards to the allocations provided by the Ministry that is to be used for the levy vote.

GRCA 55/19**MOVED BY:** Nicole Beatty**SECONDED BY:** Vicki Mink

THAT the GRCA Board of Directors approve the staff report that includes the 2020 levy in the amount of \$1,161,813.

Nicole Beatty – Town of Cobourg (11.4841%)	- Yes
Tim Belch – Township of Cavan Monaghan (0.1980%)	- Yes
Greg Booth – Township of Alnwick/Haldimand (1.0060%)	- Yes
Brian Darling – Town of Cobourg (11.4841%)	- Yes
Mark Lovshin – Township of Hamilton (11.7420%)	- Yes
Vicki Mink, Municipality of Port Hope (9.1245%)	- Yes
Joe Neal – Municipality of Clarington (22.8700%)	- Yes
Tracy Richardson – City of Kawartha Lakes (0.0967%)	- Yes
Margaret Zwart – Municipality of Clarington (22.8700%)	- Yes

The total percentage present to vote was 91.4801%. To carry the motion, 51% total of those present or 46.654851% is required and cannot be from a single municipality.

CARRIED.13. In Camera


None

14. Adjourn

The meeting adjourned at 8:25 pm on a motion by Brian Darling.

CHAIR

CAO/SECRETARY-TREASURER

	THE CORPORATION OF THE TOWN OF COBOURG
	SUSTAINABILITY & CLIMATE CHANGE ADVISORY COMMITTEE MEETING MINUTES
	Wednesday, December 4, 2019 Committee Room, Victoria Hall, Cobourg

The Sustainability and Climate Change Advisory Committee met this afternoon at 2:00 p.m. in the Committee Room, Victoria Hall, Cobourg, with the following persons in attendance:

Members present: Minnie de Jong, Chair
 Antony Pitts, Vice Chair
 Councillor Adam Bureau
 Marius Marsh
 Gillian Berridge-Kassela
 John Vickers

Regrets: Dale Randall

Staff present: Robyn Bonneau, Secretary
 Judy Smith, Environmental Officer, County of Northumberland

CALL TO ORDER

The Meeting was called to order by the Chair (2:00 P.M.).

APPROVAL/AGENDA ADDITIONS

Moved by Member Bureau THAT the Agenda be approved.

Carried

DISCLOSURE OF PECUNIARY INTEREST

ADOPTION OF MINUTES

SCCAC Minutes of the November 6, 2019 Meeting.

Moved by Member Berridge-Kassela THAT the SCCAC adopt the Minutes of the November 6, 2019 Meeting.

Carried

PRESENTATIONS/DELEGATIONS

COMMUNICATION/CORRESPONDENCE

REPORTS

NEW/UNFINISHED BUSINESS

Update on the Climate Emergency Declaration Motion.

Chair de Jong debriefed SCCAC Members on the outcome of the Climate Emergency Declaration Motion (Resolution 484-19). It was explained that funding would now be required to achieve the objectives listed in the Resolution.

Proposed Refinements to SCCAC's former Definition of Sustainability.

Moved by Member Berridge-Kassela: THAT the Sustainability and Climate Change Advisory Committee recommend the following definition of 'Sustainability' for Council's consideration:

"Sustainability is environmental, economic and social/cultural actions that meet the needs of the present without compromising the ability of future generations to meet their own needs".


Carried

Moving forward on 2020 Work Plan Items.

The item was referred to the January 8, 2020 SCCAC Meeting.

ADJOURNMENT

The Meeting Adjourned at 3:44 P.M., and the next regularly scheduled meeting of the SCCAC will occur on Wednesday, January 8, 2019 at 2:00 p.m.

DOWNTOWN BUSINESS IMPROVEMENT AREA BOARD OF MANAGEMENT	
	DBIA Board of Management
	<p>MINUTES</p> <p>Thursday December 5, 2019 at 8:30 AM Conference Room</p>

A regular meeting of the DBIA Board of Management was held with the following members in attendance:

Councillor Adam Bureau
Deputy Mayor Suzanne Seguin
Amanda Da Silva
Jenna Fitzgerald
Joan Greaves
Julie Dreyer
Julie McCuaig
Lou Trozzolo
Tracey Gainforth - Staff
Mallory Ford - Staff

REGRETS
Chief Paul VandeGraaf
Kevin Ward

MINUTES PREPARED BY Melissa Graham

1. CALL TO ORDER

The meeting was called to order by Chairperson J. Greaves at 8:32 am.

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1. Approval of the agenda as presented

Moved by J. Dreyer: THAT the DBIA Board of Management approve the agenda as amended with the addition of the coordinator report.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest by the members.

4. ADOPTION OF MINUTES

- 4.1. Regular Board meeting minutes dated November 7, 2019

Moved by J. Dreyer: THAT the DBIA Board of Management approve the meeting minutes dated November 7th, 2019 as presented.

Carried

- 4.2. Special Meeting minutes dated November 13th, 2019

Moved by J. Fitzgerald: THAT the DBIA Board of Management approve the special meeting minutes dated November 13th, 2019 as presented.

Carried

- 4.3. Annual General Meeting minutes dated November 19th, 2019

Moved by A. Da silva: THAT the DBIA Board of Management approve the meeting minutes dated November 19th, 2019 as presented.

Carried

5. PRESENTATIONS / DELEGATIONS

There were no presentations or delegations.

6. COMMUNICATIONS / CORRESPONDENCE

- 6.1. MailChimp Correspondence:

Christmas Shopping: **SENT: NOV 11, 2019**

Road Closures_Santa Clause Parade: **SENT: NOV 13, 2019**

Hometown Hockey Holiday Window Contest: **SENT: NOV 15, 2019**

Filming This Week: **SENT: Nov 22, 2019**

Black Friday: **SENT: Nov 25, 2019**

Black Friday and Hashtags: **SENT: Nov 25, 2019**

Moved by J. Dreyer: THAT the DBIA Board of Management accept the MailChimp correspondence for information purposes. **DBIA_093_2019**

Carried

- 6.2. Town of Cobourg Communications Correspondence:

Christmas Magic Returns to Cobourg: **SENT: Nov 11, 2019**

Moved by J. Dreyer: THAT the DBIA Board of Management accept the Town of Cobourg correspondence for information purposes. **DBIA_094_2019**

Carried

- 6.3. Membership Correspondence: Regarding Filming in Downtown Cobourg
SENT: NOV 25, 2019

It is recommended that Chairperson J. Greaves respond to the member correspondence indicating that the email has been received for information purposes. Filming will also be discussed through general government to determine the next steps for updates on the filming policy. Additionally, the Community Services Director Dean

Hustwick and/or Marketing and Events Manager Kara Euale will be presenting to the council in regard to the filming policy.

Moved by A. Da Silva: THAT the DBIA Board of Management accept the membership correspondence for information purposes. **DBIA_095_2019**

Carried

7. REPORTS

7.1. Chairperson Report: J. Greaves

7.1.1. Business Achievement Awards Sponsorship (\$1500)

Moved by Deputy Mayor S. Seguin: THAT the DBIA Board of Management direct staff to request the full sponsorship level breakdown from the Northumberland Central Chamber of Commerce for further sponsorship consideration. **DBIA_096_2019**

Carried

7.2. Vice-Chair Report: J. Dreyer

7.2.1. Hometown Hockey Sponsorship (\$1000)

Moved by J. Dreyer: THAT the DBIA Board of Management approve \$1000 sponsorship to the Town of Cobourg for expenses accrued through the Rogers Hometown Hockey event on January 5th, 2020.

FURTHER THAT staff request that the DBIA logo be placed on all Town of Cobourg marketing material distributed. **DBIA_097_2019**

Carried

7.3. Treasurer Report: L. Trozzolo

Through the Chair the 2020 Budget will presented to Council on January 6, 2020.

7.4. Marketing Report: A. da Silva

7.4.1. Radio Advertisements

A verbal update was provided by Marketing Director that there were radio advertisements purchased for the month of December to market the DBIA area for the holiday season.

7.5. Special Events Report: - No Report

7.6. Membership Report: J. Fitzgerald - No Report

7.7. Beautification/Maintenance Report: J. McCuaig - No Report

7.8. Coordinator Report: T. Gainforth

A verbal update was provided by T. Gainforth and M. Ford regarding the Digital Main Street Service Squad. On target to gather 40 applications for the grant funding. Reminder to the membership that all grant applications are due by December 31st, 2019 to be considered for the \$2500 grant available.

[Coordinator Report December 2019](#)

7.9. Cobourg Police Services Report: Chief P. VandeGraaf - Regrets

7.10. Northumberland Central Chamber of Commerce: K. Ward - Regrets

8. COUNCIL/COORDINATOR ANNOUNCEMENTS

8.1. Deputy Mayor S. Seguin

Deputy Mayor S. Seguin provided a verbal update regarding the 2020 Ontario Celebrate grant which is receiving applications until January 21, 2020. The Coordinator T. Gainforth and Chairperson J. Greaves will review and apply if applicable. MOU meeting will be held in January pending any issues that are emailed to Deputy Mayor S. Seguin.

8.2. Councillor A. Bureau - No Report

9. CLOSED SESSION

Moved by Deputy Mayor S. Seguin: THAT the DBIA Board of Management meet in Closed Session in accordance with Section 239 of the Municipal Act S.O 2001 regarding:

s.239(2)(b): Personal matters about an identifiable individual including municipal or local board employees.

(1) Local board vacancy

DBIA_098_2019

Carried

Moved by J.Dreyer: THAT the DBIA Board of Management meet in open session for the completion of the agenda. **DBIA_099_2019**

Carried

10. UNFINISHED BUSINESS

10.1. 05/02/2019: MOU

11. NEW BUSINESS

12. ADJOURNMENT

The meeting was adjourned at 9:48 a.m.

The next meeting is scheduled for January 9th, 2019 at 8:30 am.



Coordinator's Report | December 2019

Tracey Gainforth-Coordinator

Events-Tasks Completed

Christmas Market-November 22nd and November 23rd

- Successful event both dates. Saturday was particularly busy. Friday evening complimented Christmas Magic nicely
- Community members felt confused about the names Christmas Magic and Christmas Market. Perhaps a more coordinated effort between DBIA and Town related to that
- Music was a successful, would like to have more variety next year

Digital Mainstreet

- Squad member, Mallory Ford started November 19th/2019
- 3 hour training for both Mallory Ford and Tracey Gainforth by Digital Mainstreet November 19th
- Mallory has begun her support to downtown members, currently we have 8 businesses who have applied and several beginning the process
- Substantial amounts of interest in the funding

Hometown Hockey

- Continue to support the local committee
- Membership encouraged to "Paint the Town Red" and decorate their windows as a competition, several have registered to date
- Request to Board for sponsorship \$ for lighting

Other Items Completed/On-Going/Pending

- On-going meetings with members and key people related to DBIA work.
- Social media: Instagram and FB posts daily
- Grand opening of Downtown Abbie/Grumpy Barber/Shuck It January dates forth coming
- Further discussion with Mark Gallagher of Elegant Vape about filming concerns. Will be sending an email regarding most recent filming-**I will speak to the board about most recent meeting with him**
- Supported member driven Black Friday shopping
- Volunteer recruitment strategy development on-going. Plan for February Board presentation
- Weekly meetings with Board chair
- Address any concerns or feedback received in office
- Applications for 2020 for events being created. Pub Crawl February will be submitted 1st week of December

- Posters for Pub Crawl Feb. completed, Girl's Night under construction
- Discussions and rate card requests with different advertising avenues to bring forward to the Board
- Commercial creation with 89.7fm for the holiday season



Cobourg Police Services Board

739 D'Arcy Street
Cobourg, Ontario K9A 0G1
Tel: 905-372-1971

December 19, 2019

Dear Council:

Re: Council's resolution "*Council request that the Cobourg Police Service Board provide information on the level of crime and disruption in the immediate area of Transition House*"

The Board is happy to provide Council with information to assist in your deliberations.

To ensure clarity in our reporting, the Board is requesting more precise parameters, such as: geographical boundaries, specific address, types of calls, non-criminal versus criminal statistics, about what specifically, you are inquiring. The information available can be extensive, and a clear understanding of the actual parameters are essential.

Please do not hesitate to contact me, should this matter require further discussion.

Respectfully,

A handwritten signature in black ink, appearing to read "Dean Pepper".

Dean Pepper, Chair
Cobourg Police Services Board



ADDRESS ALL CORRESPONDENCE TO THE CHIEF OF POLICE

Cobourg Police Service

Paul VandeGraaf
Chief of Police

Council Report:

In Camera Session: NO

Date of report: January 13, 2020

Date of meeting: January 13, 2020

Your Worship J. Henderson, Mayor
And members of the
Cobourg Council

Subject: Crime Data Clarification

Background:

Recently Cobourg Council has passed a motion making a request of the Cobourg Police Services Board. On December 03rd, 2019 Council passed the following motion:

WHEREAS at the Committee of the Whole Meeting on November 25, 2019, Council considered a Delegation from Alyson King and Grace Lovekin, Good Neighbours Coalition Cobourg, regarding concerns about the emergency shelter downtown Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council discuss the delegation with Northumberland County; and

FURTHER THAT Council request that the Northumberland Affordable Housing Committee provide input and analysis on the recommendations presented by the delegation; and

FURTHER THAT Council request that the Cobourg Police Service Board provide information on the level of crime and disruption in the immediate area of Transition House; and

FURTHER THAT Council request information of Northumberland County regarding the recent change of operation of Transition House and any alternative options for low-barrier housing in the Cobourg area; and

FURTHER THAT Council request that all information is returned to Council by February 18, 2020.

Report

The motion is requesting information from the Cobourg Police Services Board specific to levels of crime in the immediate area of Transition House.

In order that there is clear understanding of what is being expected of the Cobourg Police Services, it is crucial that we are using common language. By this I mean that we speak in terms that everybody has the same understanding.

The request in the motion is too vague and does not allow for clear reporting. First and foremost, it is not appropriate for the Police to comment on the "level of disruption". It is not a definable term and it really based on perception. When we are talking about the level of crime, again I am certain that many people have a different definition of crime. In policing circles crime is a set of very clearly defined events (eg: homicide, assault, theft, etc). There are a series of other events that we define as "non-crime events" that is often the majority of calls for service for any one day.

Furthermore, in defining the immediate area of a specific address, I would need greater certainty of what is expected. Our current record management system defines geographic areas in a range from an apartment in a residence to a neighbourhood block. Once there is clarity around the actual request, then the appropriate parameters can be applied to the search.

The information that is available can be extensive, and a clear understanding of the actual parameters is essential. Below is a glossary of terms that will assist in determining what data is important to capture.

Criminal incident

One incident can include more than one offence. For incidents involving multiple offences, only the most serious offence in the incident is counted. In categorizing offences according to seriousness, generally the *Criminal Code* maximum penalties are used, excepting that violent offences always take precedence over non-violent offences. Except for robbery, violent crime counts reflect the number of victims in the incident, whereas non-violent crime counts (and robberies) reflect the number of incidents or occurrences of crime.

Non-Offence Statistic

The "Non-Crime Statistic" is that number of police events that are managed by our staff that **are not** reported to Statistics Canada monthly. These are the typical calls for service that actually can take up much of our staff time on patrol. When we speak of decreasing crime rates, we do not take inconsideration the time that these calls for service require.

Crime rate

Crime rates are based on the number of incidents reported to police per 100,000 population. Rates are used to make comparisons over time and among geographic areas with different populations. The "crime rate" represents total *Criminal Code* incidents, excluding traffic incidents. It does not include other federal statutes such as drug offences.

Clearance rate

The clearance rate represents the proportion of criminal incidents solved by the police. Police can clear an incident by charge or by means other than the laying of a charge. For an incident to be cleared by charge, at least one accused must have been identified and either a charge has been laid, or recommended to be laid, against this individual in connection with the incident. For an incident to be cleared otherwise, an accused must be identified and there must be sufficient evidence to lay a charge in connection with the incident, but the accused is processed by other means for one of many reasons.

Specific Examples:

Crimes against the person

Crimes against the person involve the use or threatened use of violence against a person, including homicide, attempted murder, assault, sexual assault and robbery. Robbery is considered a crime against the person because unlike other theft offences it involves the use, or threat of, violence.

Crimes against property

Involve unlawful acts to gain property, but do not involve the use or threat of violence against the person. They include offences such as break and enter, theft and fraud.

***Criminal Code* traffic offences**

The *Criminal Code* traffic offences category includes, but is not limited to the following offences: impaired driving, failure or refusal to provide sample (breath or blood), failure to stop at the scene of an accident and dangerous operation of a motor vehicle.

Drug-related offences

Include offences under the *Controlled Drugs and Substances Act* such as importation, exportation, trafficking, production and possession of drugs or narcotics. Examples include cannabis/marijuana, cocaine, heroin, and other drugs such as crystal meth, PCP, LSD and ecstasy.

'Other' *Criminal Code* offences

These incidents involve the remaining *Criminal Code* offences that are not classified as violent or property (excluding traffic offences). Examples are mischief, bail violations, disturbing the peace, arson, prostitution and offensive weapons.

Violent crimes or offences/crimes against the person

Crimes against the person involve the use or threatened use of violence against a person, including homicide, attempted murder, assault, sexual assault and robbery. Robbery is considered a crime against the person because unlike other theft offences it involves the use, or threat of, violence.

Weapons offences

The "weapons offences" category includes, but is not limited to the following offences: unauthorized possession of a firearm or prohibited weapon, trafficking of weapons, unauthorized importing and exporting of firearms, prohibited/restricted weapon, device or ammunition; and making automatic firearms.

Examples of Non-Offence Statistics are:

FALSE ALARMS

DOMESTIC DISTURBANCES

These domestic disturbances are situations where two people are presently or in the past have been involved in an intimate relationship and are involved in a dispute. However, in this case, there is no physical force or violence involved. Once the investigation reveals there was an assault, threats, harassment, mischief to property, etc., the call type would be changed from domestic disturbance to reflect the more serious allegation.

911 CALLS/911 HANG UP

MISSING PERSONS

TRAFFIC COMPLAINTS

MENTAL HEALTH ACT

Attempt Suicide
Threat of Suicide
Voluntary Transport
Placed on Form

POLICE ASSISTANCE

Check on the well-being
Assist Gas stations- Unpaid Fuel-non criminal
Warrants-Other Agency unable to return
Advise given re: Court or custody Orders
Advise given re: Civil Matters
Advise given re: Parental Issues
Mental Health/EDP - non MHA
Harassment- non criminal
Other

POLICE INFORMATION

Traffic
Drugs
Warrants-CPS unable to return
Fraud Scams- non criminal
BOLO
Other

COMMUNITY SERVICE

Presentations
Other-CMU related etc.
Lockdown drills
Foot patrols
Breakfast Club
Lobby (CPS)
Voucher
Other

OTHER

Other- non police matter

Respectfully Submitted,

Chief P. VandeGraaf
Chief of Police



ADDRESS ALL CORRESPONDENCE TO THE CHIEF OF POLICE

Cobourg Police Service

Kai Liu
Chief of Police

Board Report:

In Camera Session: No

Date of report: May 15, 2019
Date of meeting: May 21, 2019

Mr. D. Pepper, Chair
And members of the
Cobourg Police Services Board

Subject: 2019 1st Quarter Crime Statistics

Chief's Recommendation: "That the Cobourg Police Services Board review and file for information."

Background:

The "Crime Statistic" is that number of specified criminal events that are reported to Statistics Canada monthly. These are the typical criminal offences, including certain criminal traffic matters. These numbers are used to determine crime rates.

The "clearance rate" represents the proportion of criminal incidents solved by the police. Police can clear an incident by charge or by means other than the laying of a charge. For an incident to be cleared by charge, at least one accused must have been identified and either a charge has been laid, or recommended to be laid, against this individual in connection with the incident. For an incident to be cleared otherwise, an accused must be identified and there must be sufficient evidence to lay a charge in connection with the incident, but the accused is processed by other means for one of many reasons.

Overall from the First Quarter perspective, we are very happy with the response and investigation of criminal offences. Our clearance rates have almost all increased; the commitment to completing the work thoroughly is demonstrated in our outcomes. We see areas where we have to pivot towards to ensure we are meeting the goals of our Strategic Business Plan. I congratulate all members of our Service for striving to meet these objectives as demonstrated in this First Quarter Report.

Objective 1.3: Deliver quality response and investigations in all areas of policing including violent crimes, property crimes, drugs, and youth related crime.

Objective 1.4: Improve road safety through proactive strategies, education, and enforcement.

Objective 1.5: Support victims/survivors of crime and connect them to the services they need.

Report:

Crime against Person

HOMICIDES

There were no homicides reported in the first quarter of 2019 or 2018.

ROBBERIES

Year to year it appears that we are constant.

2019

There were two Robbery incidents in the first quarter of 2019 with a clearance rate of 50%. The other incident is still under active investigation.

2018

There were two Robbery incidents in the first quarter of 2018 with a clearance rate of 50%.

ASSAULTS

There is an increase in the amount of reported assaults. In 2018 there were an actual number of 37. If we use the "Insufficient Evidence to Proceed" in the same manner, the actual number is 49. However, I feel it is valid to report all investigations our officers commence, regardless of the outcome. As such the actual number will be 55. Our clearance rates are still very high, and our officers should be commended for solving these matters.

2019

Reported = 55, No longer utilizing the "Unfounded" classification.

Broken Down:

Assault with Weapon or Cause Bodily Harm = 6 with a clearance rate of 100%.

Assault – Level 1 = 45 with a clearance rate of 85%.

1 incident still under investigation

6 classified as "Insufficient Evidence to Proceed" (formerly Unfounded)

Assault Peace Officer = 4 with a clearance rate of 100%.

2018

Reported = 44, Unfounded 7 for an actual of 37.

Broken Down:

Assault with Weapon of Cause Bodily Harm = 4 with a clearance rate of 75%.

Assault – Level 1 = 31 with a clearance rate of 90.3%.

Assault Peace Officer = 2 with a clearance rate of 100%.

SEX OFFENCES

There is a decrease in the number of reported sexual offences. Of the reported four incidents, 3 victims declined to proceed with the investigation and charges and the fourth was cleared as part of another investigation by another Service. All criminal investigations are considered victim centered. However, in cases of sexual assault, the victim is in control of whether or not charges will proceed. I consider this a cleared incident for purposes of the clearance rate.

2019

There were 4 Sexual Offences reported during the first quarter of 2019. The clearance rate is 100%.

2018

There were six Sexual Offences reported during the first quarter of 2018 with a clearance rate of 66.7%.

CRIMINAL HARASSMENT

This is a decrease from an already very low number in 2018. All criminal investigations are considered victim centered. However, in cases of criminal harassment, the victim is in control of whether or not charges will proceed. I consider this a cleared incident for purposes of the clearance rate.

2019

There was one reported incident of Criminal Harassment in the first quarter of 2019 with a clearance rate of 100%.

2018

There were two reported incidents of Criminal Harassment in the first quarter of 2018 with a clearance rate of 100%.

INDECENT/HARASSING COMMUNICATION

The numbers in this are basically constant. The Clearance rate however, has increased.

2019

There were 11 reported incidents of indecent or harassing communication in the first quarter of 2019 with a clearance rate of 82%. Of these there were 2 that there was insufficient evidence to proceed.

2018

There were 10 reported Indecent/Harassing Communications (one unfounded) in the first quarter of 2018 for an actual of nine with a clearance rate of 55.6%.

UTTER THREATS

This sees both a reduction in the occurrences as well as increase in the clearance rate for the noted offence.

2019

There were 13 reported incidents of utter threats in the first quarter of 2019 with a clearance rate 61.5%. Of those, 2 deemed insufficient evidence to proceed and in three instances the victim declined to proceed.

2018

There were 17 incidents of Utter Threats reported (5 unfounded) in the first quarter of 2018 for an actual of twelve with a clearance rate of 50%.

Property Crimes

BREAK AND ENTERS

In collecting the data in relation to Break and enters, there was an error discovered. These numbers are the reflection of what actually is a break and enter. Staff is currently re-examining all reported incidents in this category to determine if there was a classification error. A correction will be made if required in the Second Quarter reports. The reported number appears high for actual break and enters. Examples of a reported break and enter, that may not be in fact a break and enter is as follows: *Someone calls police to report someone breaking into a house by crawling in a back window. When police arrive, we realize that this is the teenage son who had forgotten his keys getting in his own home. Although dispatched as a break and enter (and correctly I would add) investigation determines it was not in fact a break and enter.* This kind of delineation may have been missed. As such these numbers should be viewed with some caution.

2019

There 17 reported break and enters in the first quarter of 2019. 13 of these reports are deemed insufficient evidence to proceed with a clearance rate 24%.

2018

There were seven reported (two unfounded) in the first quarter of 2018 for an actual of five with a clearance rate of 20%.

FRAUDS

There was a decrease in the amount of reported frauds in the first quarter. These offences usually have a lower clearance rate based on the basic nature of how frauds occur. Further, there is a hesitation among some to report the fraud due to a level of embarrassment for being taken advantage of.

2019

In the first quarter of 2019 there were 27 reported incidents of fraud. 15 were deemed insufficient evidence to proceed, 1 victim declined to proceed and there are 4 still under investigation. At present the clearance rate 29.8%.

2018

In the first quarter of 2018 there were thirty five reported cases of Fraud (three unfounded) with a clearance rate of 12.5%.

DRUG OFFENCES

For the purposes of this category, these are criminal charges for drug related offences. This does not include drug situations such as found, overdoses, anonymous complaints, etc.

2019

There were 7 reported drug offences in the first quarter of 2019. All of these were resolved with charges, hence a 100% clearance rate.

2018

There were four drug incidents reported in the first quarter of 2018 with a clearance rate of 100%.

ARSON

2019

There were no Arson incidents reported in the first quarter of 2019.

2018

There were no Arson incidents reported in the first quarter of 2018.

Respectfully Submitted,

Deputy Chief P. VandeGraaf
Deputy Chief of Police



ADDRESS ALL CORRESPONDENCE TO THE CHIEF OF POLICE

Cobourg Police Service

Kai Liu
Chief of Police

Board Report:

In Camera Session: No

Date of report: May 15, 2019
Date of meeting: May 21, 2019

Mr. D. Pepper, Chair
And members of the
Cobourg Police Services Board

Subject: Subject: 1st Quarter 2019 Non Offence Statistics

Chief's Recommendation: "That the Cobourg Police Services Board review and file for information."

Background:

The "Non-Crime Statistic" is that number of police events that are managed by our staff that are not reported to Statistics Canada monthly. These are the typical calls for service that actually can take up much of our staff time on patrol. When we speak of decreasing crime rates, we do not take inconsideration the time that these calls for service require.

Report:

DOMESTIC DISTURBANCES

A total of 23 domestic disturbances were reported in the first quarter of 2019 compared to 30 reported in the first quarter of 2018.

These domestic disturbances are situations where two people are presently or in the past have been involved in an intimate relationship and are involved in a dispute. However, in this case, there is no physical force or violence involved. Once the investigation reveals there was an assault, threats, harassment, mischief to property, etc., the call type would be changed from domestic disturbance to reflect the more serious allegation. This is one of the key areas that our partnership with Cornerstone is aimed at addressing. We know that where some of these occurrences are just a single event, we know that by interceding quickly and offering avenues for counselling we can stop this from escalating.

911 CALLS/911 HANG UP

These calls represent the 911 calls that were NOT deemed to be anything other than a call for service that was a non-emergency (i.e. 911 calls where caller hang up and Police had to respond by either calling the caller back or dispatching an officer to determine the reason for the 911 call to Police.) If the call turned out to be a Domestic or Break & Enter in progress then that call would not be represented within stats.

In the first quarter of 2019, there were 59 911 Calls/911 Hang Up occurrences. In 2018, there were 42 911 Calls/911 Hang Up occurrences compared. This increase is concerning for all Police Services as it pulls our resources in directions that are not required.

MISSING PERSONS

A total of 23 people were reported missing to police in the first quarter of 2019. All but one of these people were 12 years or older and all were located.

A total of 14 people were reported missing to Police in the first quarter of 2018. Everyone was above 12 years of age. All of these people were located.

TRAFFIC COMPLAINTS

	2019	2018
ADLS (90 Day)	0	0
3 Day Traffic Suspension	0	0
Drivers Licence Suspension (7 Day) - Racing	0	0
Traffic Complaint HTA	39	39
Charged HTA	38	44
Warned HTA	9	4
HTA Racing all 172(1) offences excluding speed over	2	0
Cell Phone/Distracted Driver Enforcement	1	0
Total PON's issued	207	277

MENTAL HEALTH ACT

	2019	2018
Mental Health Act	7	2
Attempt Suicide	6	2
Threat of Suicide	21	6
Voluntary Transport	6	9
Placed on Form	14	6
TOTAL	54	25

In the first quarter of 2018 the following calls for service were UCR'd under Police Assistance, Police Information, Community Service and Other:

POLICE ASSISTANCE

	2019	2018
Assist Gas stations - Unpaid Fuel-non criminal	0	3
Advice given re: Court or custody Orders	13	1
Advice given re: Civil Matters	36	23
Advice given re: Parental Issues	3	4
Mental Health/EDP - non MHA	49	20
Harassment- non criminal	0	13
Other	105	132

Miscellaneous

Police Information:	2019	2018
Traffic	25	16
Drugs	12	3
Warrants - CPS Unable To Return	2	2
Fraud Scams - Non Criminal	20	5
Police Information - Other	77	58
Community Service:		
Presentations	2	6
Other - CMU Related Etc.	13	49
Lockdown Drills	3	1
Foot Patrols	33	126
Breakfast Club	39	39
Voucher	4	35
Other	0	2
Other:		
Calls Cancelled By The Public	12	22
Calls/Foot Patrols Unable To Attend	0	5
Occurrences Made In Error	5	3
Other - Non Police Matter	0	8

As reported in other reports, our congratulations to the members of the Cobourg Police Service for addressing the needs of our community in a professional and caring manner. Addressing these types of calls meets and exceeds the Objectives of the Cobourg Police Service Strategic Business Plan. Specifically:

Objective 1.1: Provide proactive community-based crime prevention programs and initiatives that provide the capability for our community members to reduce crime and victimization.

Objective 1.2: Deliver quality response and customer service through effective response, enforcement and investigations

Objective 1.4: Improve road safety through proactive strategies, education, and enforcement.

Objective 1.5: Support victims/survivors of crime and connect them to the services they need.

Objective 3.1: Enhance the effectiveness of our communications with the public through our visibility, engagement, education and outreach

Objective 3.2: Continue to collaborate and further build our partnerships with municipal and community allies in areas that impact safety, security and the wellbeing of our community including youth crime, elder crime, mental health, homelessness and drugs & addiction.

Objective 4.1: Maintain public trust and satisfaction by delivering quality policing services.

Objective 4.3: Be responsive to the changing needs of our community.

Respectfully Submitted,

Deputy Chief P. VandeGraaf
Deputy Chief of Police

STAFF REPORT – November 21, 2019

TO: Chair and Members of the Board of Directors

RE: Response to a Natural Waterfront Park for Cobourg

Background: A Natural Heritage Waterfront Park

At the September 19, 2019 Ganaraska Region Conservation Authority (GRCA) Board of Directors meeting, Richard Pope, accompanied by Margaret Bain, made a presentation to inform the Board of a proposal that has since been presented to the Town of Cobourg Council to create a Natural Heritage Waterfront Park. The presenters' intention was to inform the GRCA of the initiative and to have the GRCA Board endorse the proposal. GRCA staff were requested to report back to the Board at a future meeting.

The purpose of the Natural Heritage Waterfront Park, as presented to the GRCA Board is to create a park giving the following areas permanent protection:

- The West Harbour;
- The West Headland;
- The Ecology Garden;
- West Beach

Site Characteristics

The subject lands contain the following features:

- Floodplain associated with Lake Ontario;
- Dynamic Beach (West Beach);
- Lake Ontario Erosion Hazard;
- Coastal Wetland (small area identified by GRCA staff between the harbour and the boat storage areas).

GRCA Planning & Regulatory Role

GRCA has a delegated 'Provincial Interest' in Plan Review (as per Conservation Ontario/Ministry of Natural Resources/Ministry of Municipal Affairs and Housing Memorandum of Understanding). The Authority represents the provincial interests regarding natural hazards encompassed by Section 3.1 of the Provincial Policy Statement (2014). Furthermore, pursuant to the Planning Act, GRCA is a public commenting body and comments as per policies as a local resource management agency on Planning Act applications.

GRCA is a Regulatory Authority and may restrict, regulate or give permission for certain activities in and adjacent to shorelines. The above noted features fall within GRCA's Regulated Area. On this basis, a permit would be required for

development within these features, or within the setback allowance (15m). Depending on the nature of the site characteristic, GRCA staff may or may not be in a position to support development proposed within the feature or within close proximity to the feature.

GRCA supports the protection of the features and recommends that they are protected over the long term through land acquisition by the Municipality or through the inclusion into Official Plans or comprehensive zoning.

Discussion

GRCA staff supports the protection of all hazard lands. It appears that the majority of these lands are already owned by the Municipality and are entirely regulated by the Authority. The area included within the proposed park is specifically discussed as follows:

The West Harbour

This area encompasses the Centre Pier west to the west lighthouse on the west headland. The Advisory Committee on Natural Spaces of the Willow Beach Field Naturalists states the West Harbour comprises "the water west of the Centre Pier Area and a line connecting the Centre Pier to the west Lighthouse, and the shore west the north end of the Centre Pier" and further that they may wish to "exclude the strip in front of the Yacht Club between the Centre Pier and the boat launch". Based on the description the area that will comprise this portion of the park needs to be clarified. It appears that water of the harbour is included within the park boundary.

GRCA notes that the landward portion of these lands are owned by the Town of Cobourg.

The lands in this location fall within the Floodplain associated with Lake Ontario. Additionally, there is a small coastal wetland that has been identified by GRCA staff in this area.

The water of the West Harbour is under the jurisdiction of the Federal Government and is governed by Parliamentary Statute and Transport Canada under the Navigation Protection Act.

The proponent has indicated that future marina expansion into the area would be prevented as part of the proposed park. Notwithstanding, the proponent has indicated that dredging, the construction of a disabled access dock, or a boatlift could be located in this area. The details of what would be considered as viable proposals within this area supported are unclear. Furthermore, if the purpose of this park is to be a "natural waterfront park" the suggestion of allowing certain development while opposing other development appears to be more for the purpose of marina expansion prevention rather than the creation of a natural park.

As the water of the harbour is under Federal jurisdiction is it unclear what implications the proposed park would have on the marina in this regard.

The area is currently identified as the Cobourg Harbour. GRCA recognizes that certain activities beyond that of a normal shoreline occur within this area. Furthermore, harbours are generally considered locations to direct boats for storage purposes for landowners.

Also, the location indicates a line connecting the Centre Pier to the west lighthouse. This seems to indicate the inclusion of lake bed, which as mentioned, is under the jurisdiction of the Federal Government.

The West Headland

This area is owned by the Town of Cobourg, but it is understood that rules pertaining to these lands still fall, in part, under Federal jurisdiction. This is an artificially created area.

These lands are within GRCA's Regulated Area. It is noted that to maintain the headland, erosion protection measures may need to be installed. Although it appears that erosion protection is currently in place, it is unclear if the park would allow for the implementation of further protection.

The Ecology Garden

It is understood this area is owned in part by the Legion Village and the Town of Cobourg. The lands do fall within a GRCA Regulated Area, but appear to be outside any natural hazards. Appropriate consultation with the administrators of the Ecology Garden should be sought.

West Beach

A large portion of the lands are owned by the Town of Cobourg with exceptions including the private residences at 77 Cedermere Avenue, 76 Cedermere Avenue, 90 Ontario Street and 94 Ontario Street. There is a track that is part of the Kawartha Pineridge District School Board property and includes a portion of the existing boardwalk with land that extends toward the lake. The west beach includes the floodplain associated with Lake Ontario, an erosion hazard component and the area is considered a dynamic beach.

GRCA does not support development within dynamic beaches. Notwithstanding, GRCA would be supportive of all hazard lands being absorbed into public ownership. GRCA staff are not aware of the intention of the school board with respect to these lands. Furthermore, it is not specified as to where the boundary of the park would be located.

Town of Cobourg

Much of the property falls within the Town of Cobourg owned property at this time. At this time, GRCA staff are not in receipt of information provided by the Town of Cobourg staff proposing a park. In general, for a park to be created, GRCA staff would be circulated a submission for review and comment. GRCA staff are not in receipt of a submission at this time by Municipal staff. GRCA does not have any information that would indicate this proposal is in keeping with the policies, guidelines or procedures of the Town of Cobourg.

Summary

The proposal contains all of the above noted locations and therefore consideration must be given to the entirety of the project as a whole.

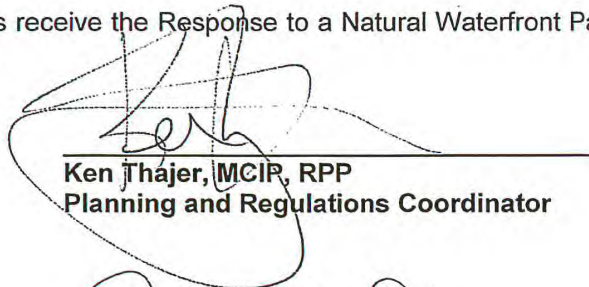
GRCA staff do not have enough information to recommend the endorsement of the proposed park. GRCA staff have concerns with jurisdiction, re-purposing of the marina, and a lack of clarity with respect to what uses could be supported within the park. While the GRCA is supportive of the area becoming park lands to protect the natural heritage value of the park, staff would recommend further discussions to bring clarity to the above concerns.

On this basis, GRCA staff do not recommend the endorsement of the proposal in its current form.

RECOMMENDATION:

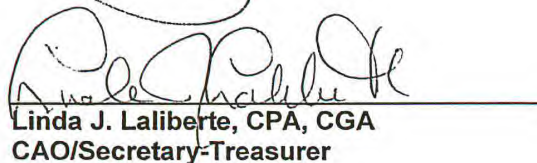
THAT the Board of Directors receive the Response to a Natural Waterfront Park for Cobourg for information.

Prepared by:



Ken Thajer, MCIP, RPP
Planning and Regulations Coordinator

Recommended by:



Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer



December 20, 2019

Northumberland Community Counselling Centre
Attn: Board of Directors
158 Division Street
Cobourg, ON
K9A 5Y5

Delivered by Fax to 905.372.0044

Dear Board of Directors:

**Re: Northumberland Community Counselling Centre
Presentation to Cobourg Town Council**

The purpose of this letter is comment on the recent presentation your organization made to Cobourg Town Council, as well as clarify some misrepresentations.

It is important to identify what we believe are misrepresentations, as community members may rely on and be impacted by the information shared, specifically with regard to what domestic violence services are available and whether or not there are waitlists for such services.

It is often difficult for vulnerable individuals to take steps to access much needed services and giving the impression that there are waitlists enact additional and unnecessary barriers. This has the potential to further isolate these individuals and/or discourage them from seeking services.

We believe it is important to highlight that women and children who have experienced domestic violence have access to services at Cornerstone that operate every day; this includes a support line that is monitored 24 hours a day, as well as physical shelter services that are available 365 days a year.

Violence can occur at any moment, particularly on a weekend, on a holiday or in the middle of the night. Our doors are never closed and we are always there when we are needed.



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We provide standard preventative programming and counselling on an ongoing basis, as well as drop in services to remove barriers to accessing services; this ensures a timely response to community needs. We evaluate an individual's vulnerability using various risk assessment tools and provide immediate service to our high risk clients. It is our hope that you are also utilizing a domestic violence risk assessment tool to ensure that women who are considered high risk are being connected to immediate service within your organization. If not, we can provide some useful resources to assist.

At Cornerstone, we use risk assessment tools and first offer immediate assistance, safety and support. Next, we work with people to consider their options and choices. And finally, we offer services that help people build on the positive changes they have started with us. Cornerstone's services help clients build healthy relationships, safety plan, navigate the court system, and find and maintain housing. These services are all provided at no cost to our clients.

If you have women and children on a waiting list that have experienced domestic violence, please consider referring them to our organization for services.

With regards to what role our organization serves in the community, I can provide the following information for your future reference:

- o **Mission:** Cornerstone Family Violence Prevention Centre is breaking the cycle of family violence by providing immediate shelter, counselling and prevention services throughout Northumberland County
- o **Vision:** Together we are a community committed to healthy, respectful relationships free from family violence
- o **Purpose:** To connect with a broad array of stakeholders through various programs to advocate for systemic change that supports the advancement of women and children impacted by violence, for a safer, healthier future

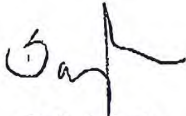
Cornerstone has been the principal Violence Against Women organization in the community for over thirty five years, providing a variety of diverse programs and services including shelter, counselling, and prevention. Our organization also has a wide variety of education and awareness initiatives that take place throughout the year.



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We would be happy to provide any other information that you may find useful. Please do not hesitate to contact me if you wish to discuss this further.

Sincerely,



Sally Wade
Chair, Board of Directors
Cornerstone Family Violence Prevention Centre


cc: Nancy Johnston, Executive Director

Delivered by Email

Corporate Services - Municipal Clerk/Legislative Services Department
55 King Street West
Cobourg, ON
K9A2M2

Delivered by Fax to 905.372.7558



	<div>THE CORPORATION OF THE TOWN OF COBOURG</div> <div>BY-LAW NUMBER <u>004-2020</u></div>
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A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF COBOURG AT ITS REGULAR COUNCIL MEETING HELD ON JANUARY 13, 2020.

WHEREAS Section 5(1) of the Municipal Act, 2001, as amended, provides that the powers of a Municipality shall be exercised by its Council;

AND WHEREAS Section 5(3) of the Municipal Act, 2001, as amended, provides Municipal power, including the Municipality’s capacity, rights, powers and privileges under Section 8, shall be exercised by by-law, unless the Municipality is specifically authorized to do otherwise;

AND WHEREAS the Council of the Corporation of the Town of Cobourg adopted By-law No. 009-2019, establishing the rules of order and procedure, which provided for the enactment of a Confirmatory By-law at the end of each Regular Council Meeting to confirm the recommendations and actions approved at that meeting;

AND WHEREAS in many cases, action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Cobourg at this meeting be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Cobourg enacts as follows:

- 1. THAT** the actions of the Council of the Town of Cobourg at its Regular meeting held on January 13, 2020, in respect to each report, motion, resolution or other action passed and taken by Council at its meeting, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law;
- 2. THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned proceedings, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and the taking of any action authorized therein or thereby the proceedings of Council at its Regular meeting on January 13, 2020;
- 3. THAT** this by-law, to the extent to which it provides authority for or constitutes the exercise of power for an undertaking, work, project, scheme, act, matter or thing which requires additional approval to that of Council, shall not take effect until the additional approval has been obtained;
- 4. THAT** any member of Council who dissented from any action or proceeding or has abstained from discussion and voting thereon shall be deemed to have dissented or abstained, as the case may be, in respect to this by-law as it applies to such action or proceeding;

- 5. **THAT** the Chief Administrative Officer and the appropriate Division Head of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said actions of Council referred to in its January 13, 2020 Regular Council proceedings;
- 6. **THAT** the Mayor and Clerk, or the Treasurer and Chief Administrator Officer, or their respective designates, are authorized and directed to execute all documents necessary on behalf of Council and to affix the corporate seal of the Corporation of the Town of Cobourg to all such documents;
- 7. **THAT** this by-law shall come into full force on the day it is passed.

Read a first, second, third time and finally passed in Open Council on this 13th day of January, 2020.

MAYOR

MUNICIPAL CLERK