



# Regular Council

**Date:** Tuesday April 27, 2020

**Time:** 6:00 PM

**Location:** Electronic Participation by Council  
Zoom Meeting Conference – YouTube Live Stream  
<https://www.youtube.com/channel/UCh-rsT-cCjLrMPGdOobYzHQ>.

## AGENDA

### Inquiries & Accommodations

For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending, please contact the Legislative Services Office, at 905-372-4301, or by email at [clerk@cobourg.ca](mailto:clerk@cobourg.ca).

### Alternate Format

The Town of Cobourg is committed to providing services as set out in the Accessibility for Ontarians with Disabilities Act, 2005. If you have accessibility needs and require alternate formats of this document please contact the Legislative Services Department by telephone 905-372-4301 or by e-mail at [clerk@cobourg.ca](mailto:clerk@cobourg.ca) or in person at Victoria Hall, First Floor.

### Live Streaming Video

Live streaming video of Municipal Council meetings is available on the town's YouTube channel at which can be accessed on the Town of Cobourg Municipal website [www.cobourg.ca](http://www.cobourg.ca).

### Public Participation

Members of the public are encouraged to provide Council with their comments and questions. Delegations must be pre-arranged with the Municipal Clerk before the agenda is released on the prescribed [Delegation Request Form](#) no later than 1:00 P.M. on the Friday preceding the Council or Committee Meeting. Additionally, Members of the Public who wish to address Council to make informal inquiries or to comment on matters of municipal business may address Council during the Open Forum at the end of each Committee of the Whole Meeting.

All personal information related to Municipal Council Business is collected under the Municipal Act, 2001. Any personal information you choose to disclose in your correspondence will be used to receive your views on the relevant issue(s) to enable the Town to make its decision on the matter. This information will become part of the public record. Copies of Agendas, Minutes, Reports, By-laws and Resolutions are available at: [cobourg.civicweb.net](http://cobourg.civicweb.net).

### NOTE TO THE PUBLIC:

Do to the COVID-19 Pandemic, Council Meetings will be conducted through Zoom Conference Applications. If you wish to register as a Delegation, please notify the Municipal Clerk by completing a Delegation of Request Form and once registered, further instructions will be provided.

	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	REGULAR COUNCIL AGENDA
	Tuesday April 27, 2020 at 6:00 PM Electronic Participation – Zoom Video Conference

A Regular Council Meeting of the Cobourg Municipal Council will be held on Tuesday April 27 2020 at 6:00 PM through Electronic Participation, Zoom Video Conference Streamed Live via the Town of Cobourg YouTube Channel.

**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 April 14, 2020 Regular Council Meeting Minutes. 7 - 17

Action Recommended: THAT Council adopt the minutes of the Regular Council Meeting held on April 14, 2020.

**VI**    PRESENTATIONS

**VII**   DELEGATIONS

1.     David Piccini. Member of Provincial Parliament, Northumberland - Peterborough South, regarding the Provincial Position on Fishing in Ontario.

**VIII**   DELEGATION ACTIONS

**IX**    REPORTS

General Government Services

1.     Committee of the Whole meeting notes held on April 20, 2020 18 - 23

Action Recommended: THAT Council receive the notes of the Committee of the Whole meeting held on April 20, 2020 for information purposes.

Protection Services

1. Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Appointment of Temporary Municipal By-law Enforcement Officers – COVID-19 Pandemic. 24 - 27

Action Recommended: THAT Council receive the memo from the Municipal Clerk/Manager of Legislative Services regarding the temporary appointment of Municipal By-law Enforcement Officers during the COVID-19 Pandemic for information purposes; and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and be presented to Council for adoption at a Regular Council Meeting to appoint temporary Municipal By-law Enforcement Officers during the COVID-19 Pandemic.

2. Memo from the Municipal Clerk/Manager of Legislative Services regarding a Physical Distancing By-law for the Corporation of the Town of Cobourg during the COVID-19 Pandemic. 28 - 36

Action Recommended: THAT Council receive the report from the Municipal Clerk/Manager of Legislative Services for information purposes; and

FURTHER THAT Council approve and provide direction to Staff to implement the proposed By-law to promote and regulate Physical Distancing within the Town of Cobourg in order to help prevent the spread COVID-19 to reinforce the importance of Physical Distancing as additional measure to protect the health and well-being of all residents within the Town of Cobourg.

**X** MOTIONS

Parks and Recreation Services

1. Motion from the Committee of the Whole, regarding a Flood Mitigation and Response Plan for the Town of Cobourg. 37

**XI** BYLAWS

Protection Services

1. By-law 024-2020, being a by-law to appoint Temporary Municipal By-law Enforcement Officers during the COVID-19 Pandemic. 38 - 39

Action Recommended: THAT Council adopt By-law 024-2020, being a by-law to appoint Temporary Municipal By-law Enforcement Officers during the COVID-19 Pandemic.

2. By-law No.025-2020, being a By-law to Promote and Regulate Physical Distancing during the COVID-19 Emergency within the Town of Cobourg. (To be considered if Protection Services Item #2 action recommended is approved). 40 - 44

Action Recommended: THAT Council adopt By-law 025-2020, being a by-law to Promote and Regulate Physical Distancing during the COVID-19 Emergency within the Town of Cobourg.

#### General Government Services

1. THAT the following bylaw(s) be passed:
1. Bylaw 024-2020 being a by-law to appoint temporary Municipal By-law Enforcement Officers during the COVID-19 Pandemic.

Action Recommended: THAT leave be granted to introduce Bylaw No.024-2020 and to dispense with the reading of the bylaws 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.

2. THAT the following bylaw(s) be passed:
1. Bylaw 025-2020 being a by-law to Promote and Regulate Physical Distancing during the COVID-19 Emergency within the Town of Cobourg.

Action Recommended: THAT leave be granted to introduce Bylaw No.025-2020 and to dispense with the reading of the bylaws 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.

## **XII PETITIONS**

## **XIII COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)**

## **XIV CORRESPONDENCE**

1. Resolution, Ganaraska Region Conservation Authority Board of Directors, regarding support for a proposed ban of the 2020 Fishing Season. (GRCA Cobourg Council Members Darling and Beatty). 45 - 46

Action Recommended: THAT Council receive the resolution from the Ganaraska Region Conservation Authority (GRCA) Board of Directors for information purposes.

2. Letter from Cobourg Resident, Andrée et Gilles Poirier, regarding a request to ban garbage/recycling bins off front porches/lawns in the Town of Cobourg. (Protection Services). 47 - 48

Action Recommended: THAT Council receive the letter from the Cobourg Resident for information purposes.

3. Letter from Cobourg Resident, Doreen Cunneen, regarding recommendation on COVID-19 measures in the Town of Cobourg. 49 - 50

Action Recommended: THAT Council receive the letter from the Cobourg Resident for information purposes.

4. Correspondence, Tamara Ugolini, regarding COVID-19 - Protection of Canadian Human Rights and Freedoms. 51 - 54

Action Recommended: THAT Council receive the letter from the Cobourg Resident for information purposes.

## **XV** NOTICE OF MOTION

## **XVI** COUNCIL/COORDINATOR ANNOUNCEMENTS

1. 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

## **XVII** 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.*

1. **Municipal Council Unfinished/Outstanding Business Tracking Table** 55 - 61

<b>Unfinished Business Item</b>	<b>Meeting Date</b>	<b>Department/Division</b>	<b>Deadline Date</b>
2020 Town of Cobourg Capital Budget Items Status	04-06-20	CAO	N/A
Private Transportation Regulating By-law	01-27-20	Legislative Services	<b>Regular Council Meeting</b>
Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing. <b>(Originally due November 25, 2019)</b>	01-28-19	Legislative Department	<b>May 11, 2020</b>
Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).	02-12-19	Multiple Departments/ Organizations	<b>May 11, 2020</b>
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	<b>May 11, 2020</b>

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	May, 11 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	May 11, 2020
Report and Accessible Transit Service Policy	01-27-20	Legislative Services/ Public Works	June 1, 2020
Staff Report on Innisfil Ridesharing Transit Model	01-27-20	Legislative Services/ Public Works	June 22, 2020
Report in response to the LUSI request regarding the Radio Frequency Water Meter Replacement Program.	01-06-20	CAO	June 2020
Revisions to the Long Service Recognition Policy from General Government Services.	09-23-19	Human Resources	N/A
Report on Animal Control Enforcement Operational Model. (JACMSB Withdrawal)	01-27-20	Legislative Services	2020-2022
Report regarding parking meters, violations and fines - on the feasibility of the suggestions provided in the delegation.	02-03-20	By-law Enforcement	N/A
Cobourg Farmers Market Alternative Delivery Method during COVID-19 Staff Report.	04-20-20	Legislative Services	May 11, 2020

**XVIII** CLOSED SESSION

**XIX** CLOSED SESSION ACTION ITEM

**XX** CONFIRMATORY BY-LAW

1. Bylaw 026-2020, being a bylaw to confirm the proceedings of the Council Meeting of April 27, 2020. 62 - 63

Action Recommended: THAT leave be granted to introduce Bylaw 026-2020 and to dispense with the reading of the bylaw by the Municipal Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on April 27, 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.

**XXI** ADJOURNMENT

	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	REGULAR COUNCIL MEETING MINUTES
	Tuesday, April 14, 2020  Electronic Participation – Zoom Teleconferencing

A Regular meeting of the Cobourg Municipal Council was held this evening at 6:00 P.M. through Electronic Participation, via Zoom Application Video Conferencing 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  
Dean Hustwick, Director of Community Services  
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.)

### **MOMENT OF REFLECTION**

### **ADDITIONS TO THE AGENDA**

Notice of Motion, Councillor Adam Bureau, regarding the Cobourg Farmers Market Operations.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT the Matter be added to the Agenda.

117-20

**Carried**

**DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST**

No Declarations of Pecuniary Interest were Declared by Members of Council.

**ADOPTION OF MINUTES OF THE PREVIOUS MEETING**

Adoption of the March 16, 2020 Regular Council Meeting Minutes.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT Council adopt the minutes of the Regular Council meeting held on March 16, 2020.

118-20

**Carried**

Adoption of the Special Council Meeting Minutes held on March 23, 2020.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT Council adopt the minutes of the two (2) Special Council Meeting Minutes held on March 23, 2020.

119-20

**Carried**

**PRESENTATIONS**

**DELEGATIONS**

**DELEGATION ACTIONS**

**REPORTS**

**General Government Services**

Committee of the Whole meeting notes held on Monday April 6, 2020.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT Council receive the notes of the Committee of the Whole meeting held on Monday April 6, 2020 for information purposes.

120-18

**Carried**

**Public Works Services**

Memo from the Director of Public Works regarding the awarding of the Reconstruction of Mathew Street Tender CO-20-02 DPW.

Moved by Councillor Brian Darling, Seconded by

THAT Council receive the report from the Director of Public Works for information purposes.

121-18

**Carried**

Memo from the Director of Public Works regarding, the Cancellation of the Terry Fox Storm Water Management Pond Cleanout Tender CO-19-29 DPW.

Moved by Councillor Brian Darling, Seconded by

THAT Council authorize the cancellation of the Terry Fox Storm Water Management Pond Cleanout Tender CO-19-29 DPW, to be re-tendered for completion in 2021.

122-18

**Carried**

**MOTIONS**

**General Government Services**

Motion from the Committee of the Whole, regarding a Cobourg Municipal Council 'Liaison' representative to sit on the Transition House Emergency Shelter Board of Directors.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

WHEREAS at the Committee of the Whole Meeting on April 6, 2020, Council considered a Notice of Motion from Mayor John Henderson, regarding a Cobourg Municipal Council 'Liaison' representative to sit on the Transition House Emergency Shelter Board of Directors;

NOW THEREFORE BE IT RESOLVED THAT Councillor Nicole Beatty be appointed as Cobourg Council's liaison representative with no voting privileges and attend monthly Board meetings or additional meetings as determined by the Board Chair; and

FURTHER THAT it may be necessary to have an alternate Cobourg Council Member attend Transition House Board meetings that Councillor Adam Bureau be appointed as the alternate Council Liaison with no-voting privileges; and

FURTHER THAT the appointed Cobourg Councillor and Councillor Alternate can update members of Cobourg Council, Senior Staff, media and the public through the Regular

Council Agenda, Section XVII Council Coordinator Announcements to ensure communications are being shared about relevant initiatives; and  
FURTHER THAT the Cobourg Council Member Liaison position on the Transition House Board be reviewed by Municipal Council after one (1) year being in April of 2021.

123-20

**Carried**

Motion from the Committee of the Whole, regarding a Special 2020 Budget Review Meeting - Review of the current situation related to COVID-19 on the Municipal Operating and Capital Budget.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

WHEREAS at the Committee of the Whole Meeting on April 6, 2020, Council considered an item of a Special 2020 Budget Review Meeting - Review of Current Situation related to COVID-19 on the Town's Municipal Operating and Capital Budget;

NOW THEREFORE BE IT RESOLVED THAT Council hold a Special 2020 Budget Review meeting on May 11, 2020 to determine the status of revenues and expenses due to COVID-19, and what can be cancelled, changed or deferred to 2021 and beyond, to address the shortfall the Town may experience without a Municipal Tax Increase.

124-20

**Carried**

**Planning and Development Services**

Motion from the Committee of the Whole, regarding Support for Ontario Conservation Authorities.

Moved by Councillor Nicole Beatty, Seconded by

WHEREAS at the Committee of the Whole Meeting on April 6, 2020, Council considered a Notice of Motion from Councillor Nicole Beatty, regarding Support for Ontario Conservation Authorities; and

WHEREAS the Town of Cobourg has recently declared a Climate Emergency; and

WHEREAS Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years; and

WHEREAS the Town of Cobourg is a beneficiary of the important work done by the Ganaraska Region Conservation Authority (GRCA); and

WHEREAS the Town of Cobourg is a member of the GRCA, with representation on its Board of Directors; and

WHEREAS under the direction of the Board of Directors, the GRCA provides programs and services addressing local priorities to the residents of Cobourg, including the regulation of development in river or stream valleys, wetlands, shorelines and hazardous lands and associated allowances, watershed management, watershed stewardship, flood and erosion management, environmental education, source water protection, outdoor education and recreation, and the preservation of terrestrial ecology and fisheries; and

WHEREAS the province of Ontario is currently reviewing the mandate and operations of conservation authorities; and

WHEREAS Conservation Authorities provide essential services to municipalities in their watersheds; and

WHEREAS smaller municipalities do not have the capacity or the financial resources to employ staff with the technical expertise that conservation authorities provide,

THEREFORE IT BE RESOLVED THAT the Town of Cobourg supports Conversation Authorities and the continuation of the critical programs and services included in their mandate; and

FURTHER THAT during the review and consultations by the Minister of Environment, Conservation and Parks, the province continue to allow local municipalities' designated representatives to determine which programs will be delivered and mandatory, along with the use of a Board-directed fair municipal levy as per current Regulation;

FURTHER THAT the Town of Cobourg encourages the Province of Ontario to continue to support Conservation Authorities in the ongoing review and prioritize the allocation of adequate funding to support the core mandate of Conservation Authorities, including the GRCA; and

FURTHER THAT this resolution is forwarded to Premier Doug Ford, the Minister of the Environment, Conservation and Parks, the Minister of Natural Resources and Forestry, MPP David Piccini, the Association of Municipalities of Ontario, Conversation Ontario, Ganaraska Region Conversation Authority, and all other Ontario municipalities.

125-18

**Carried**

**Public Works Services**

Motion from the Committee of the Whole, regarding reduction in Public Transit Services for the Town of Cobourg.

Moved by Councillor Brian Darling, Seconded by

WHEREAS at the Committee of the Whole Meeting on April 6, 2020, Council considered a Memo from the Director of Public Works regarding the proposed reduction in Public Transit Service for the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council approve a reduction in transit service to suit the current demand as per Option B for a savings of \$7,300 per week as follows:

- Route 1 operating from 7:00 A.M. to 5:45 P.M. Monday to Friday
- Route 2 operating from 7:00 A.M to 10:00 A.M and 3:30 P.M to 5:45 P.M. Monday to Friday
- Route 1 and 2 and Wheels operating on Saturdays from 8:30 A.M. to 4:30 P.M.
- Wheels service operating from 6:45 A.M. to 5:30 P.M. Monday to Friday
- No Sunday service for Conventional or Wheels transit

FURTHER THAT Council delegate authority to the Interim Chief Administrative Officer to re-implement regular transit services incrementally or fully when required, during the COVID-19 pandemic.

126-18

**Carried**

Motion from the Committee of the Whole, regarding the Town of Cobourg Flood Mitigation and Sandbag Policy PW-OPS-1.

Moved by Councillor Brian Darling, Seconded by

WHEREAS at the Committee of the Whole Meeting on April 6, 2020, Council considered a Memo from the Director of Public Works, regarding the Town of Cobourg Flood Mitigation and Sandbag Policy PW-OPS-1;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Flood Mitigation and Sandbag Policy for the Town of Cobourg attached as Appendix "A".

127-18

**Carried**

Motion from Regular Council, regarding the award of the Mathew Street Reconstruction Tender CO-20-02 DPW.

Moved by Councillor Brian Darling, Seconded by

WHEREAS at the Regular Council Meeting on April 14, 2020, Council considered a Memo from the Director of Public Works, regarding the awarding of the Reconstruction of Mathew Street Tender CO-20-02 DPW;

NOW THEREFORE BE IT RESOLVED THAT Council approve and award Tender Contract No.CO-20-02-DPW to Behan Construction in the amount of \$1,306,992.26 and approve a total upset limit for construction of \$1,570,000 including non-refundable HST.

128-18

**Carried**

**Arts, Culture and Tourism Services**

Motion from the Committee of the Whole, regarding the Cancellation of the Canada Day Parade on July 1, 2020 and all related Canada Day Activities.

Moved by Councillor Adam Bureau, Seconded by

WHEREAS at the Committee of the Whole Meeting on April 6, 2020, Council considered an item of the Cancellation of Canada Day Activities within the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT the Canada Day parade to be held on July 1, 2020 be canceled and all related activities related to Canada Day in 2020 also are cancelled as a result of the COVID-19 Pandemic.

129-18

**Carried**

**BYLAWS**

**Planning and Development Services**

By-law 022-2020, being a by-law to authorize execution of a Development Agreement with 1978327 Ontario Ltd., Lakefront Utility Services Inc. and the Corporation of The Town of Cobourg. (West Side Of Dodge Street – Lucas Point Industrial Park, Cobourg).

Moved by Councillor Nicole Beatty, Seconded by

THAT Council adopt By-law 022-2020, being a by-law to authorize the Mayor and Municipal Clerk to execute an agreement between 1978327 Ontario Ltd., Lakefront Utility Services Inc. and the Corporation of the Town of Cobourg for the development of an industrial facility on the west side of Dodge Street (Lucas Point Industrial Park), Cobourg.

130-18

**Carried**

**General Government Services**

THAT the following bylaw(s) be passed:

1. Bylaw 022-2020 being a by-law to authorize execution of a Development Agreement with 1978327 Ontario Ltd., Lakefront Utility Services Inc. and the Corporation of The Town of Cobourg.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT leave be granted to introduce bylaw No.022-2020 and to dispense with the reading of the bylaws 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.

131-18

**Carried**

**PETITIONS**

**COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)**

**CORRESPONDENCE**

Letter, Northumberland Fare-share Food Bank requesting Financial Support for the Northumberland Fare Share Food Bank, Cobourg location. (General Government Services).

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT Council receive the correspondence from the Northumberland Fare Share Food Bank for information purposes.

132-20

**Carried**

Letter, Josef Ger, President, Affordable Housing Solutions Corporation, requesting deferral of all Development and Building Permit Charges for 82 Munroe Street, Cobourg. (General Government Services).

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT Council receive the correspondence for information purposes and refer the correspondence to Municipal Staff for a report.

133-20

**Carried**

Letter from the Registered Nurses' Association of Ontario (RNAO), requesting that Municipal Council proclaim Nursing Week from May 11to May 17, 2020 in the Town of Cobourg. (General Government Services).

Moved by Deputy Mayor Suzanne Séguin, Seconded by

WHEREAS the health and well-being of people is the biggest priority for our community; and

WHEREAS in the Town of Cobourg, nurses are an integral part of our health-care system, serving residents of all ages with skill, knowledge, caring and commitment; and

WHEREAS nurses have a unique perspective and a broad understanding of the concepts of good health; and

WHEREAS members of the national nursing community are recognizing the hard work and dedication of nurses, in the Town of Cobourg May 11-17, 2020, has been designated "Nursing Week" to acknowledge and promote the contributions of nurses in our community.

NOWTHEREFORE BE IT RESOLVED The Municipal Council of the Town of Cobourg and the 19,440 of Cobourg Residents do hereby proclaim May 11-17, 2020 as "Nursing Week" in the Town of Cobourg and encourage everyone to recognize the many services provided by our dedicated nurses and the tremendous contribution they make to the health of our residents and the well-being of our community every day.

134-20

**Carried**

**NOTICE OF MOTION**

Notice of Motion, Councillor Emily Chorley and Councillor Nicole Beatty, regarding a Flood Mitigation and Response Plan for the Town of Cobourg.

Moved by Councillor Emily Chorley, Seconded by

THAT Council refer the Notice of Motion to the April 20, 2020 Committee of the Whole meeting for consideration by Council.

135-20

**Carried**

Notice of Motion, Councillor Adam Bureau, regarding the Cobourg Farmers Market Operations.

Moved by Councillor Adam Bureau, Seconded by

THAT Council refer the Notice of Motion to the April 20, 2020 Committee of the Whole meeting for consideration by Council.

136-20

**Carried**

**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.*

### **Municipal Council Unfinished/Outstanding Business Tracking Table**

<b><u>Unfinished Business Item</u></b>	<b><u>Meeting Date</u></b>	<b><u>Department/Division</u></b>	<b><u>Deadline Date</u></b>
2020 Town of Cobourg Capital Budget Items Status	<u>04-06-20</u>	<u>CAO</u>	<u>N/A</u>
Private Transportation Regulating By-law	<u>01-27-20</u>	<u>Legislative Services</u>	<b><u>Regular Council Meeting</u></b>
Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing.(Originally due November 25, 2019)	<u>01-28-19</u>	<u>Legislative Department</u>	<b><u>May 11, 2020</u></b>
Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).	<u>02-12-19</u>	<u>Multiple Departments/ Organizations</u>	<b><u>May 11, 2020</u></b>
Traditional Land Acknowledgment Statement to be read at Council Meeting	<u>05-13-19</u>	<u>Legislative Department</u>	<b><u>May 11, 2020</u></b>
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.	<u>09-23-19</u>	<u>Community Services</u>	<b><u>May, 11 2020</u></b>
Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina	<u>09-03-19</u>	<u>Community Services</u>	<b><u>May 11, 2020</u></b>
Report and Accessible Transit Service Policy	<u>01-27-20</u>	<u>Legislative Services/ Public Works</u>	<b><u>June 1, 2020</u></b>
Staff Report on Innisfil Ridesharing Transit Model	<u>01-27-20</u>	<u>Legislative Services/ Public Works</u>	<b><u>June 22, 2020</u></b>
Report in response to the LUSI request regarding the Radio Frequency Water Meter Replacement Program.	<u>01-06-20</u>	<u>CAO</u>	<b><u>June 2020</u></b>
Revisions to the Long Service Recognition Policy from General Government Services.	<u>09-23-19</u>	<u>Human Resources</u>	<b><u>N/A</u></b>
Report on Animal Control Enforcement Operational Model. (JACMSB Withdrawal)	<u>01-27-20</u>	<u>Legislative Services</u>	<b><u>2020-2022</u></b>

<u>Report regarding parking meters, violations and fines - on the feasibility of the suggestions provided in the delegation.</u>	<u>02-03-20</u>	<u>By-law Enforcement</u>	<b><u>N/A</u></b>
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**CLOSED SESSION**

**CLOSED SESSION ACTION ITEM**

**CONFIRMATORY BY-LAW**

Bylaw 023-2020, being a bylaw to confirm the proceedings of the Council Meeting of April 14, 2020.

Moved by Deputy Mayor Suzanne Séguin, Seconded by

THAT leave be granted to introduce Bylaw 023-2020 and to dispense with the reading of the bylaw by the Municipal Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on April 14, 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.

137-20

**Carried**

**ADJOURNMENT**

\_\_\_\_\_  
Municipal Clerk

\_\_\_\_\_  
Mayor

	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>COMMITTEE OF THE WHOLE</b> <b>MEETING REPORT</b>
	Monday April 20, 2020 Electronic Participation, Zoom Video-Conferencing

The Cobourg Municipal Council's Committee of the Whole met this evening at 6:00 p.m. through Electronic Participation, via Zoom Application Video Conferencing 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  
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 Henderson at 6:00 P.M.

**AGENDA ADDITIONS**

**DISCLOSURE OF PECUNIARY INTEREST**

There were no Declarations of Interest Declared by Members of Council.

**PRESENTATIONS**

Oscar Poloni, KPMG, regarding the Town of Cobourg Municipal Service Delivery Review.

O. Poloni, of KPMG attended the meeting virtually through Zoom Video Conference to present an update on the Town of Cobourg Municipal Corporate Service Delivery Review. After a question and answer period, O. Poloni was excused from the meeting (6:50 P.M.).

**DELEGATIONS**

**DELEGATION ACTIONS**

**GENERAL GOVERNMENT SERVICES**

*Chair, Deputy Mayor Séguin - General Government Services Coordinator*

Memo from the Municipal Clerk/Manager of Legislative Services regarding the 2019 Freedom of Information (FOI) requests processed under the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

Moved by Deputy Mayor Suzanne Séguin,

THAT Council receive the 2019 Annual Freedom of Information Request report under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) from the Municipal Clerk/Manager of Legislative Services for information purposes.

**Carried**

**PLANNING AND DEVELOPMENT SERVICES**

*Chair, Councillor Beatty - Planning and Development Services Coordinator*

**PUBLIC WORKS SERVICES**

*Chair, Councillor Darling - Public Works Services Coordinator*

**PARKS AND RECREATION SERVICES**

*Chair, Councillor Chorley - Parks and Recreation Services Coordinator*

Notice of Motion Councillor Emily Chorley and Councillor Nicole Beatty, regarding a Flood Mitigation and Response Plan.

Moved by Councillor Emily Chorley,

WHEREAS at the Committee of the Whole meeting on June 24, 2019 the Emergency Planner informed Council that a flood-specific response plan would be developed to help address the ongoing problem of flooding and erosion in the Town of Cobourg;

THEREFORE Council directs staff to draft a Flood Mitigation and Response Plan, in consultation with the Ganaraska Region Conservation Authority (GRCA) and other

relevant agencies, for Council's consideration as soon as possible and no later than September 14, 2020.

**Carried**

**PROTECTION SERVICES**

*Chair, Councillor Burchat - Protection Services Coordinator*

**ARTS, CULTURE AND TOURISM SERVICES**

*Chair, Councillor Bureau - Arts, Culture and Tourism Services Coordinator*

Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Cobourg Farmers Market – COVID-19 Pandemic.

Moved by Councillor Adam Bureau,

THAT Council receive the report from the Municipal Clerk/Manager of Legislative Services for Information purposes and as additional information for Council consideration related to the Councillor Notice of Motion.

**Carried**

Notice of Motion, Councillor Adam Bureau, regarding the Cobourg Farmers Market.

Moved by Councillor Adam Bureau,

WHEREAS The Cobourg Farmers' Market has been an asset to Cobourg and its citizens for years every Saturday morning from the first weekend in May to the last weekend in December before Christmas and;

WHEREAS the Cobourg Farmers' Market is a direct source to the residents of Cobourg by supplying quality produce from farm to table and;

WHEREAS The Cobourg Farmers' Market is deemed an essential service by the Province of Ontario by providing essential food to local residents and;

WHEREAS The Cobourg Farmers' Market would like to open Saturday, May 2, 2020 to sell produce to the public with the upmost safety precautions and;

WHEREAS The safety precautions from the Farmers' Market are as follows:

1. We intend to follow all the public safety protocols given to Farmers' Market Ontario from the Association of Supervisors of Public Health Inspectors (ASPHIO).
2. We will provide a hand sanitizing station with signage informing people to maintain social distancing and what direction to proceed through the market.

3. We will send all information pertaining to the public safety protocols to all participating vendors.
4. All names of the vendors selling will be recorded and records will be maintained.
5. There will be no sampling of food.
6. There will be no reusable or customer supplied containers.
7. There will be no communal tables or seating.
8. Tents will be spaced apart and customer circulation will be monitored.
9. The only food that will be offered for sale will comply with Ontario's Essential Work Place Order.
10. We will incorporate an online ordering system so customers can pre-order and have the option to pre-pay before coming to market, using the market as a pick up point.

WHEREAS The Cobourg Farmers' Market needs a different set up other than the oval and would like to utilize the parking lot directly east of the Oval for customer pickups and to ensure the safety of all customers.

NOW THEREFORE IT BE RESOLVED That the Cobourg Farmers' Market be able to continue the tradition of opening the first weekend in May with all safety measures that are outlined in this motion and the use of the parking lot east of the oval until the COVID-19 pandemic is over and is safe to move back to the oval.

**Amended**

Moved by Councillor Nicole Beatty,

MOTION TO AMEND:

THAT the Motion be amended to replace the wording with the following:

THAT Council direct Staff to work with the Cobourg's Farmers Market to develop a short term alternative strategy for 2020 Market Operations to reflect the current COVID-19 Pandemic, with an emphasis on providing service through E-Commerce and Curbside pick-up options only, and for the Staff Report to come back to Council for the May 11, 2020 Committee of the Whole Council Meeting.

**Carried**

Moved by Councillor Adam Bureau,

THAT Council direct Staff to work with the Cobourg's Farmers Market to develop a short term alternative strategy for 2020 Market Operations to reflect the current COVID-19 Pandemic, with an emphasis on providing service through E-Commerce and Curbside pick-up options only, and for the Staff Report to come back to Council for the May 11, 2020 Committee of the Whole Council Meeting.

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.*

### **Municipal Council Unfinished/Outstanding Business Tracking Table**

<b><u>Unfinished Business Item</u></b>	<b><u>Meeting Date</u></b>	<b><u>Department/Division</u></b>	<b><u>Deadline Date</u></b>
<u>2020 Town of Cobourg Capital Budget Items Status</u>	<u>04-06-20</u>	<u>CAO</u>	<u>N/A</u>
<u>Private Transportation Regulating By-law</u>	<u>01-27-20</u>	<u>Legislative Services</u>	<u>Regular Council Meeting</u>
<u>Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing.(Originally due November 25, 2019)</u>	<u>01-28-19</u>	<u>Legislative Department</u>	<u>May 11, 2020</u>
<u>Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).</u>	<u>02-12-19</u>	<u>Multiple Departments/ Organizations</u>	<u>May 11, 2020</u>
<u>Traditional Land Acknowledgment Statement to be read at Council Meeting</u>	<u>05-13-19</u>	<u>Legislative Department</u>	<u>May 11, 2020</u>
<u>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.</u>	<u>09-23-19</u>	<u>Community Services</u>	<u>May, 11 2020</u>
<u>Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina</u>	<u>09-03-19</u>	<u>Community Services</u>	<u>May 11, 2020</u>
<u>Report and Accessible Transit Service Policy</u>	<u>01-27-20</u>	<u>Legislative Services/ Public Works</u>	<u>June 1, 2020</u>
<u>Staff Report on Innisfil Ridesharing Transit Model</u>	<u>01-27-20</u>	<u>Legislative Services/ Public Works</u>	<u>June 22, 2020</u>
<u>Report in response to the LUSI request regarding the Radio Frequency Water Meter Replacement Program.</u>	<u>01-06-20</u>	<u>CAO</u>	<u>June 2020</u>
<u>Revisions to the Long Service Recognition Policy from General Government Services.</u>	<u>09-23-19</u>	<u>Human Resources</u>	<u>N/A</u>

**Committee of the Whole Meeting Report**

**APRIL 20, 2020**

<u>Report on Animal Control Enforcement Operational Model. (JACMSB Withdrawal)</u>	<u>01-27-20</u>	<u>Legislative Services</u>	<u>2020-2022</u>
<u>Report regarding parking meters, violations and fines - on the feasibility of the suggestions provided in the delegation.</u>	<u>02-03-20</u>	<u>By-law Enforcement</u>	<u>N/A</u>

**COMMITTEE OF THE WHOLE OPEN FORUM**

**CLOSED SESSION**

**ADJOURNMENT**

Moved by Councillor Aaron Burchat,  
THAT the Meeting Adjourn (7:49 P.M.)

**Carried**

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Municipal Clerk

 <b>COBOURG</b>	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>	
	<b>STAFF REPORT</b>	
TO:	Mayor and Council	
FROM: TITLE:	Brent Larmer Municipal Clerk/Manager of Legislative Services	
DATE OF MEETING:	April 27, 2020	
TITLE / SUBJECT:	Appointment of Temporary Municipal By-law Enforcement Officers – COVID-19 Pandemic.	
REPORT DATE:	April 21, 2020	File #:

1.0 STRATEGIC PLAN  
Not Applicable

2.0 PUBLIC ENGAGEMENT  
Not Applicable

3.0 RECOMMENDATION  
 THAT Council receive the memo from the Municipal Clerk/Manager of Legislative Services regarding the temporary appointment of Municipal By-law Enforcement Officers during the COVID-19 Pandemic for information purposes; and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and be presented to Council for adoption at a Regular Council Meeting to appoint temporary Municipal By-law Enforcement Officers during the COVID Pandemic

4.0 ORIGIN  
 On March 17 2020, the Province of Ontario declared a Provincial Emergency through the authority granted through the *Emergency Management and Civil Protection Act* (EMCPA). As part of the Declaration of Emergency, the Province has utilized Section 7.0.2 (2) and (4) and put into place several emergency orders in order to help contain the spread of COVID-19.

Previously, only police officers and constables who have been appointed under an Act have the ability to enforce orders made under the EMCPA. On March 27, 2020 the Provincial Government signed a ministerial designation under the *Provincial Offences Act* to authorize the following personnel to enforce EMCPA orders:

- All persons or classes of persons designated in writing by a minister of the Crown as provincial offences officers, notwithstanding the offence or class of offences of that designation;
- **All municipal law enforcement officers referred to in subsection 101 (4) of the *Municipal Act, 2001*, or in subsection 79 (1) of the *City of Toronto Act, 2006*;**
- **All by-law enforcement officers of any municipality, or of any local board of any municipality; and**
- All officers, employees or agents of any municipality or of any local board of any municipality whose responsibilities include the enforcement of a by-law, an Act or a regulation under an Act.

The Ministry has provided notification to all municipalities that no further provincial approvals or authorizations are needed for municipal law enforcement officers to enforce orders under the EMCPA, the reason that this important to note is that many Provincial Charging Acts are not under the authority of Municipal By-law Enforcement Officers to lay charges under, and with this clarification from the Government the Town is confident that the EMCPA orders can be enforced by our officers.

## 5.0 BACKGROUND

Since the Province introduced the Ministerial designation between the Ministry of Municipal Affairs and Housing and the Solicitor General, the By-law Enforcement Department has issued several warnings, continuous education on Provincial Orders through discussions with citizens. By-law Enforcement has issued one (1) Provincial Offence Notice under a Provincial Order in the amount of \$750.00. It is important to note, on a regular basis the Town's By-law Enforcement Department strives to achieve compliance first and provide education and all enforcement is at the discretion of the By-law Enforcement Officer and based on the facts that are presented before them.

In addition, the Town of Cobourg By-law Enforcement Officer is still well engaged in regular and routine enforcement matters and duties that have not been eliminated in the wake of COVID-19, although currently until May 1, 2020 all parking is free in the Town of Cobourg thus enforcement has been suspended on paid parking, but Municipal By-law Enforcement is still enforcing safety parking enforcement such as accessible parking, parked in a fire route and other safety concerns related to parking within the Town's jurisdiction.

## 6.0 ANALYSIS

The current situation in the Town's By-law Enforcement Department is the Town has currently one (1) By-law Enforcement Officer to cover the entire Town of Cobourg jurisdiction. In the 2020 Council Budget, Council approved the addition of one (1) full-time By-law Enforcement Officer to help enforce Municipal By-laws including Property

Standards and other Municipal By-laws. This addition of a full-time Officer replaced the prior arrangement for By-law Enforcement through an outside contract which ended in February 2020. The hiring of the additional full-time position has been placed on hold amidst the current COVID-19 Pandemic.

In addition, Council approved three (3) Summer Students from May until the end of August to help enforce Waterfront By-law Enforcement and Parking restrictions. It has been decided and determined by Human Resources and Senior Staff that the hiring of Summer Students would not be feasible in 2020 across the corporation due to current staffing levels across the corporation that have the potential to be redeployed.

With the above being said, it is important that the Town still maintains an active team of internal By-law Enforcement Officers in order to support our current staffing levels and provide a high level of service to our residence. Currently our one (1) Officer has spread their thirty-five (35) hours a week over seven (7) days with the added responsibility of enforcing COVID-19 restrictions and government orders.

As a result of the changes in staffing and the need to revise service delivery methods in the current COVID environment, staff is recommending that temporarily staff be redeployed from other departments where applicable to assist as temporary By-law Enforcement staff in order to assist with the enforcement of municipal by-laws and EMCPA Orders.

The Town will provide direction to the proposed municipal by-law enforcement officers about the exercise of the local and provincial enforcement powers (e.g., policies or by-laws regarding which officers are best positioned to exercise these powers given their existing training, knowledge and resources). By-law Enforcement Management will also provide information on the severity of each infraction in relation to the potential risk to public health and the spread of COVID-19 when taking enforcement action and providing a consistent enforcement approach when necessary through compliance. This will include continuing to provide educational messaging or warnings to members of the public around the emergency orders and, if compliance is not obtained, the issuance of a ticket under the *Provincial Offences Act* or a summons under Part 3 of the Act.

The Town of Cobourg has also reached out to the Cobourg Police Service to update the previous appointment By-law for their Special Constables to help and enforce By-laws as necessary and those members will be listed on the appointment by-law.

#### 7.0 FINANCIAL IMPLICATIONS/BUDGET IMPACT

There are no financial implications directly related to the appointment of temporary By-law Enforcement Officers as these employees are currently employed within other department/divisions and would be transferring to assist with By-law Enforcement on a temporary basis.

In regards to the By-law Enforcement Budget, the current approved budget will be adjusted to update the salaries for the delay in hiring of a Full-time By-law

Enforcement Officer which is shared with the Building Department, and further the budget will be eliminated for the three (3) Summer Student position that have been eliminated. These salaries for the above mentioned positions were recoverable from parking revenue as noted in the budget. It also should be noted that the Clerk applied for funding under the Canada Summer Jobs Grant for these three summer student positions, but have not heard back on the funding approval.

8.0 CONCLUSION

THAT Council authorize the preparation of a by-law to be endorsed and be presented to Council for adoption at a Regular Council Meeting to appoint temporary Municipal By-law Enforcement Officers during the COVID Pandemic.

9.0 POLICIES AFFECTING THE PROPOSAL

Not Applicable

10.0 COMMUNICATION RESULTS

Appointment By-law will be posted on the Town of Cobourg Civic Web.

11.0 ATTACHMENTS

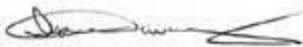
Draft Temporary By-law Enforcement Officer Appointment By-law.

12.0 AUTHORIZATION/SIGNATURES



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Brent Larmer  
Municipal Clerk/Manager of Legislative Services



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Ian Davey  
Treasurer/Director of Corporate Services

 <b>COBOURG</b>	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>	
	<b>STAFF REPORT</b>	
TO:	Mayor and Council Members	
FROM: TITLE:	Brent Larmer Municipal Clerk/Manager of Legislative Services	
DATE OF MEETING:	April 27, 2020	
TITLE / SUBJECT:	By-law to Promote and Regulate Physical Distancing in the Town of Cobourg.	
REPORT DATE:	April 23, 2020	File #:

1.0 STRATEGIC PLAN

Not Applicable.

2.0 PUBLIC ENGAGEMENT

The Town of Cobourg will take every reasonable step through the By-law Enforcement, Communications Department, and Cobourg Police Service, to be sure that if this By-law is approved by Municipal Council that every Cobourg Resident and individual will be aware of its provisions and penalties that could be enforced if there is no compliance. These communication outlets will include; Cobourg Website, Cobourg Police Website, Social Media, Press Releases, Public Notices, signage, radio, Rapid Notify and many more to be determined if the By-law is approved.

3.0 RECOMMENDATION

THAT Council receive the report from the Municipal Clerk/Manager of Legislative Services for information purposes; and

FURTHER THAT Council provide direction to Staff to implement the proposed By-law to promote and regulate Physical Distancing within the Town of Cobourg in order to help prevent the spread COVID-19 to reinforce the importance of Physical Distancing as additional measure to protect the health and well-being of all residents within the Town of Cobourg.

#### 4.0 ORIGIN AND LEGISLATION

Pursuant to section 10 (2) of the *Municipal Act, 2001 as amended*, provides that a municipality may pass by-laws respecting the health safety and well-being of persons.

#### 5.0 BACKGROUND

On March 11, 2020, the World Health Organization assessed the Novel Coronavirus 19 (“COVID-19”) as a pandemic. The first case in Canada was confirmed on February 20; however, the first presumptive case in Ontario was identified on January 25, 2020. On March 17, the Province declared an emergency and on March 19 the Town of Cobourg declared a Local State of Emergency to help contain and combat the spread of COVID-19 and to protect the public. As of April 23, 2020, there are an estimated 42,099 confirmed cases in Canada, 12,879 in Ontario and 13 in Northumberland County.

#### 6.0 ANALYSIS

Over the last two months, the Province of Ontario has issued a number of emergency orders under section 7.0.1 of the Emergency Management and Civil Protection Act (“EMCPA”), including orders to limit certain gatherings of people, require the temporary closure of non-essential businesses and the closure of all Outdoor Recreation Amenities. At the same time, public health units and public health officials have been promoting the concept of physical distancing as an additional measure to mitigate the spread of the disease, while attempting to implement various precautionary measures and best practices for essential business establishments that continue to operate. Despite the measures so far in place there is currently limited evidence of a “flattening of the curve” and limiting the spread of the virus.

Therefore Municipal Staff have taken the time to provide Council with a proposed By-law to promote and regulate physical distancing measures in order to impose the necessary steps in the interest of the health, safety and wellbeing of the public. Thus, as the COVID-19 emergency continues and is at this critical stage described by Public Health Officials, it is more important than ever before for staff to be able to respond quickly and decisively to the evolving situation when necessary and to protect Cobourg Residents as a first priority during this critical stage of the COVID-19 emergency.

#### **By-law Explanation:**

Attached to this report is a draft by-law which stipulates the provisions that would be put in place if the Physical Distancing Promotion and Regulation By-law is approved by Municipal Council.

This proposed by-law will prohibit people from maintaining less than a two (2) metre physical distance from one another while on any Public Property or in a

Public Space (other than people they live with). Attached as Schedule "A" to the By-law is a list of the set fines associated with each offence. The fines range from \$300 to \$600 for each offence.

Municipal Staff are not recommending that the by-law create provisions that regulate persons and families within a dwelling unit, these restrictions are covered and should remain under the authority of Provincial Regulations/Orders.

In addition to the responsibilities of individuals to maintain a physical distance from one another, there are added provisions within the proposed by-law that places a duty on Property Owners/Managers as defined within the by-law to comply and institute internal enforcement measures in order to adhere to physical distancing requirements. If found to be in contravention of these provisions the person responsible for the public space could be subject to the specified penalties.

As part of the introduction of the Cobourg Physical Distancing By-law (if approved) the Town of Cobourg By-law Enforcement Officers and the Cobourg Police Service will institute a two (2) week education process in order assist with informing and educating the public of this new by-law and outlining the rules when it is observed that persons are not physical distancing.

Staff believe that the proposed by-law enables the municipality to more effectively enforce compliance, beyond the provisions and in support of the Province's Emergency Orders. The proposed by-law also works within the larger scheme of provisions and recommendations for maintaining public health and safety that have been created at all levels of government in response to the COVID-19 pandemic. The proposed by-law provides a means to impose significant fines, in order to address immediate and specific local needs and to send a strong message of the importance of physical distancing.

COVID-19 has created unprecedented circumstances that could not have been contemplated or addressed within the existing regulatory by-laws that a municipality relies upon to govern its affairs and that of its citizens. In such times, and within the prescribed legal framework established by provincial legislation, staff believe the support and enactment of the proposed Town of Cobourg Physical Distancing By-law will serve this Council, the Town, and its residents well should Municipal Council feel this By-law is necessary to enact.

7.0 FINANCIAL IMPLICATIONS/STAFFING/BUDGET IMPACT

There are no Financial, Staffing or Budget Implications related to this By-law.

8.0 CONCLUSION

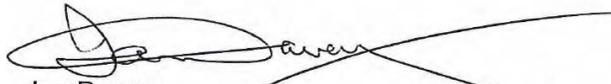
New cases of COVID-19 continue to rise with health officials expecting caseloads to peak at the end of April and into May. As the weather warms up, and with the general recommendation for people to stay at home, staff expect

COVID-related enforcement pressures to mount. The by-law proposed through this report will provide staff with the required temporary authorities to more effectively and expeditiously deal with emerging issues, will serve to complement the mandates prescribed by provincial orders and establishes reasonable and necessary measures that will enhance and mitigate against the spread of this deadly virus.

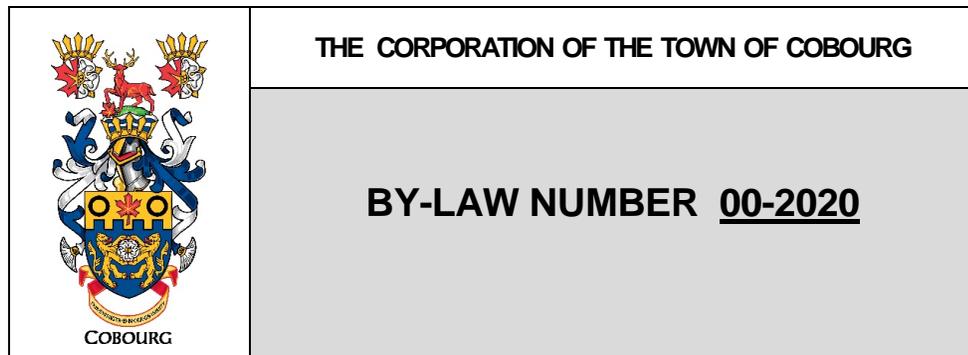
9.0 AUTHORIZATION ACKNOWLEDGMENT (SENIOR MANAGEMENT/CAO)



Brent Larmer  
Municipal Clerk  
Manager of Legislative Services



Ian Davey  
Treasurer/Director of Corporate Services



**A BY-LAW TO PROMOTE AND REGULATE PHYSICAL DISTANCING DURING THE COVID-19 EMERGENCY.**

**WHEREAS** the World Health Organization has declared a worldwide pandemic regarding the Novel Coronavirus (**“COVID-19 Pandemic”**);

**AND WHEREAS** on March 17, 2020, a Declaration of Emergency was made by the Province of Ontario pursuant to Section 7.0.1 of the *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E. 9* (EMCPA, the Act) related to the COVID-19 Pandemic;

**AND WHEREAS** on March 19, 2020 The Corporation of the Town of Cobourg declared an emergency pursuant to Section 4 of the *Emergency Management and Civil Protection Act*;

**AND WHEREAS** on March 27, 2020 the Province of Ontario granted power to Municipal By-Law Enforcement Officers to enforce Orders Issued by the Province under the EMCPA (the Act);

**AND WHEREAS** pursuant to section 10 (2) of the *Municipal Act, 2001 as amended*, provides that a municipality may pass by-laws respecting the health, safety and well-being of persons;

**AND WHEREAS** the Town of Cobourg considers it desirable to enact a by-law to support the intent and purpose of all the Provincial Orders made under the EMCPA (the Act) in order to protect the health, safety and well-being of persons in the Town of Cobourg through regulating physical distancing during the COVID-19 Emergency;

**AND WHEREAS** the Medical Officer of Health has recommended physical distancing measures to prevent the spread of COVID-19, including maintaining a physical distance of at least two (2) meters from individuals who are not members of the same household;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

**PART 1 – DEFINITIONS**

1.1 For the purpose of this By-law,

**“Authorized Staff”** shall mean a Municipal By-law Enforcement Officer whose duties include those provided for or assigned under this By-law, and shall include a Police Officer and other Provincial Offences Officer as defined under the Provincial Offences Act;

**“Emergency First Responders”** shall mean and include Cobourg Fire Department and Northumberland County EMS, and any other Enforcement Agency, providing enforcement or other emergency services duties within the Town of Cobourg;

**“Guardian”** shall mean a Person who has custody, care and control of an Individual who is a member of the same Household and includes a parent as defined in the *Family Law Act, R.S.O. 1990, c. F.3*;

**“Town”** shall mean the Corporation of the Town of Cobourg;

**“COVID-19” Emergency** shall mean the period of time commencing upon the date of passing this By-law until the Declaration of Emergency made by the Province of Ontario and the Town of Cobourg under the EMCPA in relation to the COVID-19 Pandemic has been terminated;

**“Police Officer”** includes an Officer of the Cobourg Police Service;

**“Person”** means a natural person who is at least 18 years of age;

**“Property Owner/Manager”** shall mean any person, governing body or agency which controls, governs or directs activity carried on in a Public Space and includes the person who is actually in charge thereof, but excludes the Town of Cobourg;

**“Public Property”** shall mean any land, premises or buildings owned, managed, or maintained by the Town, including highways, sidewalks, streets, any portion of a road allowance, parking lots, recreation centers, parks and playgrounds;

**“Provincial Offences Act”** means the *Provincial Offences Act, R.S.O 1990 c.P33*.

**“Public Space(s)”** shall mean any outdoor or indoor space which the public is ordinarily invited or permitted access, either expressly or by implication, whether or not a fee is charged for entry.

## **PART 2 – OFFENCES**

- 2.1 Every person shall maintain a physical distance of at least two (2) meters from every other person who is not a member of the same household when on Public Property.
- 2.2 Every person shall maintain a physical distance of at least two (2) meters from every other person who is not a member of the same household when in a Public Space.

- 2.3 No Guardian shall permit or allow any individual under the age of 18 years from not maintaining a physical distance of at least two (2) meters from any other Individual, unless such individual is a member of the same Household when on Public Property or when in a Public Space.
- 2.4 Property Owner/Managers shall take reasonable measures to ensure compliance with section 2.2 by:
- a) Limiting the number of people allowed on their property;
  - b) Ensuring that the distancing measures specified in section 2.2 are being enforced on their property; and
  - c) Ensuring that persons who refuse to comply with section 2.2 are promptly asked to leave their property and are reported to the Town of Cobourg Authorized Staff upon failure to comply with the direction and provisions of this by-law.

### **PART 3 – EXEMPTIONS**

- 3.1 This By-law does not apply to Municipal By-law Enforcement Officers, or Police Officers, Authorized Staff and other Emergency First Responders, while engaged in the lawful execution of their duties.

### **PART 4 – Administration and Enforcement**

- 4.1 Municipal Staff who carry out any action under this By-law are deemed to be Authorized Staff for the purposes of this By-law, in the absence of evidence to the contrary.
- 4.2 Authorized Staff may, at any reasonable time, enter and inspect all lands, buildings structures or parts thereof that are subject to this By-law for the purposes of determining compliance with this By-law.
- 4.3 Despite section 4.2, inspections may only be performed in accordance with the *Municipal Act, 2001, as amended*, and other applicable governing law.
- 4.4 Where any person contravenes any provision of this By-law, Authorized Staff may direct such person, verbally or in writing to comply with this By-law. Every person so directed shall comply with such direction without delay.
- 4.5 No person shall prevent, hinder or obstruct, or attempt to hinder or obstruct any Authorized Staff in exercise of any power or the performance of any activity or duty under this By-law.

- 4.6 Authorized Staff who has reasonable grounds to believe that a person has contravened any provision of this By-law may require that person to provide identification of themselves.
- 4.7 Every person who is required by an Officer to provide identification under Section 4.6 shall identify themselves to the Officer, giving their correct name, date of birth and address shall constitute as being sufficient identification. Failure to do so shall constitute obstruction of the Officer as per Section 4.5 of this By-law.

**PART 5 – OFFENCES AND PENALTIES**

- 5.1 Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to any penalties imposed in accordance with the *Provincial Offences Act*, R.S.O 1990, and c.P.33, as amended as well as subject to the set fines set out herein Schedule “A” of this By-Law.
- 5.2 This By-law shall come into force and take effect on the date that the Regional Senior Justice of the Ontario Court of Justice approves each set fine as set out in Schedule “A” for offences under this By-law, and in accordance with the *Provincial Offences Act*, R.S.O 1990 CHAPTER P.33.

**PART 6 – ADMINISTRATION**

- 6.1 In the event a discrepancy between this By-law and any statute, regulation, rule, By-law, order or instrument of the Province of Ontario or the Government of Canada, the provision that is the most restrictive prevails.
- 6.2 Should any section of this By-law be declared by a Court of competent jurisdiction to be ultra vires or illegal for any reason, the remaining parts shall nevertheless remain valid and binding, and shall be read as if the offending section or part had been struck out.
- 6.3 This By-law shall be referred to as the Cobourg Physical Distancing By-law.
- 6.4 This By-law shall become effective on the date approved by Town of Cobourg Municipal Council and shall remain in force during the COVID-19 Emergency.

Read in Open Council and passed on this 27<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK

**SCHEDULE "A"**

**The Corporation of the Town of Cobourg  
By-Law No. 000-2020:  
A By-law to Promote and Regulate  
Physical Distancing during the Covid-19 Emergency**

**Part I Provincial Offences Act**

<b>ITEM</b>	<b>COLUMN 1 Short Form Wording</b>	<b>COLUMN 2 Provisions creating or defining offence</b>	<b>COLUMN 3 Set Fine</b>
1.	Fail to maintain a physical distance of at least two (2) meters from another person on Public Property	Section 2.1	\$300.00
2.	Fail to maintain a physical distance of at least two (2) meters from another person in a Public Space	Section 2.2	\$300.00
3.	Guardian fail to prevent an Individual under the age of 18 years from maintaining a physical distance of at least two (2) meters from any other Individual in a public property or a public space.	Section 2.3	\$300.00
4.	Property Owner/Manager fail to ensure Physical Distancing in a Public Space	Section 2.4	\$600.00
5.	Obstructing an Officer or Authorized Staff	Section 4.5	\$600.00

**NOTE:** The general penalty provision for the offences listed above is Section 5.1 of By-law #000-2020, a certified copy of which has been filed.



**The Corporation of the  
Town of Cobourg**

**Resolution**

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**Moved By** \_\_\_\_\_  
**Last Name Printed** \_\_\_\_\_

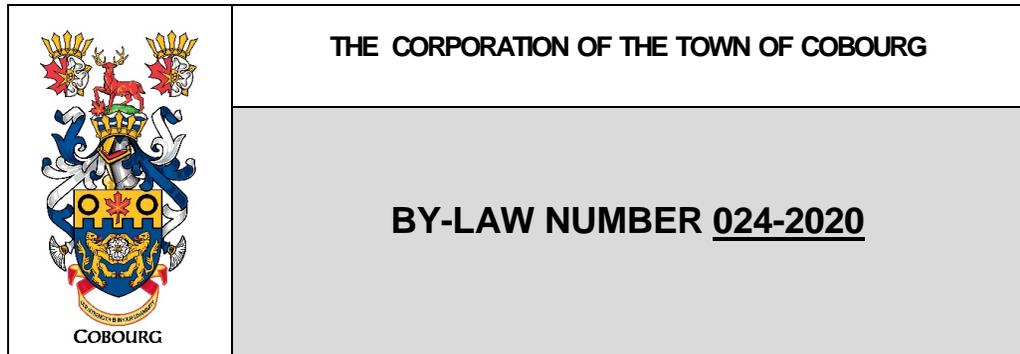
**Resolution No.:**

**Seconded By** \_\_\_\_\_  
**Last Name Printed** \_\_\_\_\_

**Council Date:**  
April 27, 2020

**WHEREAS** at the Committee of the Whole Meeting on April 20, 2020, Council considered a Notice of Motion from Councillor Emily Chorley and Councillor Nicole Beatty, regarding a Flood Mitigation and Response Plan for the Town of Cobourg; and

**THEREFORE IT BE RESOLVED THAT** the Town of Cobourg Council directs staff to draft a Flood Mitigation and Response Plan, in consultation with the Ganaraska Region Conservation Authority (GRCA) and other relevant agencies, for Council's consideration as soon as possible and no later than September 14, 2020.



**A BY-LAW TO APPOINT TEMPORARY MUNICIPAL BY-LAW ENFORCEMENT OFFICERS TO ENFORCE BY-LAWS AND EMERGENCY MANAGEMENT AND CIVIC PROTECTION ORDERS DURING THE COVID-19 PANDEMIC IN THE TOWN OF COBOURG.**

**WHEREAS** Section 15 (1) of the *Police Services Act, R.S.O. 1990, c.P.15*, authorizes Municipal Councils to appoint persons to enforce the by-laws of the municipality;

**AND WHEREAS** Section 15 (1) of the *Police Services Act, R.S.O. 1990, c.P.15*, designates Municipal Law Enforcement Officers are Peace Officers for the purpose of enforcing Municipal By-laws;

**AND WHEREAS** Section 227 of the *Municipal Act, S.O. 2001, Chapter 25*, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council;

**AND WHEREAS** Section 3 (2) of the *Provincial Offences Act R.S.O. 1990, c.P.33* empowers a Provincial Offences Officer to issue a Certificate of Offence;

**AND WHEREAS** Section 15 (1) of the *Provincial Offences Act R.S.O. 1990, c.P.33* empowers a Provincial Offences Officer to issue parking tickets;

**AND WHEREAS** Section 26 of the *Provincial Offences Act R.S.O. 1990, c.P.33* states that a summons shall be served by a Provincial Offences Officer;

**AND WHEREAS** the Solicitor General of Ontario has designated all Municipal Enforcement Officers as Provincial Offences Officers as referenced on Schedule “A” to this by-law;

**AND WHEREAS** the Council of the Town of Cobourg deems it expedient to appoint temporary Municipal Law Enforcement Officers to perform such duties as may be required to enforce the provisions of the Ontario's *Emergency Management and Civil Protection Act* during the COVID19 pandemic for the Corporation of the Town of Cobourg;

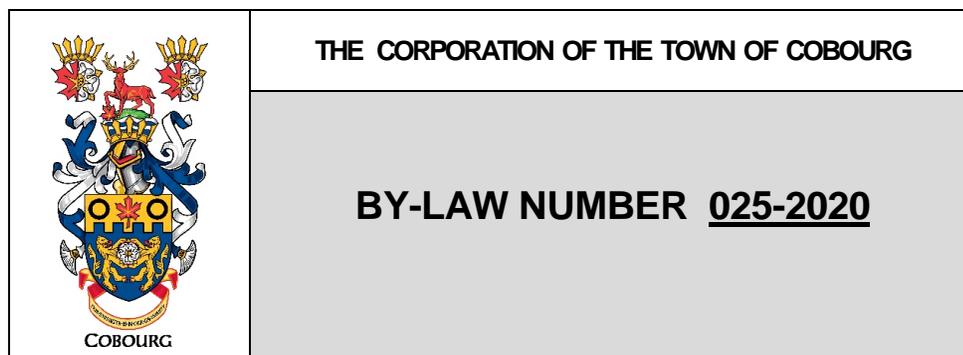
**NOW THEREFORE** the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

1. THAT **Carrie Richards, Pharren Wilson, and David Johnson** be hereby appointed by Council of the Town of Cobourg to serve as temporary Municipal By-law Enforcement Officers to enforce the by-laws of the municipality and all orders as passed pursuant to the *Emergency Management and Civil Protection Act* during the COVID-19 Public Health Emergency Declaration and municipal law enforcement officers are peace officers for the purposes of enforcing municipal by-laws.
2. THAT this by-law shall come into force and effect on the date of passing.

READ and passed in Open Council this 27<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK



**A BY-LAW TO PROMOTE AND REGULATE PHYSICAL DISTANCING DURING THE COVID-19 EMERGENCY.**

**WHEREAS** the World Health Organization has declared a worldwide pandemic regarding the Novel Coronavirus (**“COVID-19 Pandemic”**);

**AND WHEREAS** on March 17, 2020, a Declaration of Emergency was made by the Province of Ontario pursuant to Section 7.0.1 of the *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E. 9* (EMCPA, the Act) related to the COVID-19 Pandemic;

**AND WHEREAS** on March 19, 2020 The Corporation of the Town of Cobourg declared an emergency pursuant to Section 4 of the *Emergency Management and Civil Protection Act*;

**AND WHEREAS** on March 27, 2020 the Province of Ontario granted power to Municipal By-Law Enforcement Officers to enforce Orders Issued by the Province under the EMCPA (the Act);

**AND WHEREAS** pursuant to section 10 (2) of the *Municipal Act, 2001 as amended*, provides that a municipality may pass by-laws respecting the health, safety and well-being of persons;

**AND WHEREAS** the Town of Cobourg considers it desirable to enact a by-law to support the intent and purpose of all the Provincial Orders made under the EMCPA (the Act) in order to protect the health, safety and well-being of persons in the Town of Cobourg through regulating physical distancing during the COVID-19 Emergency;

**AND WHEREAS** the Medical Officer of Health has recommended physical distancing measures to prevent the spread of COVID-19, including maintaining a physical distance of at least two (2) meters from individuals who are not members of the same household;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

**PART 1 – DEFINITIONS**

1.1 For the purpose of this By-law,

**“Authorized Staff”** shall mean a Municipal By-law Enforcement Officer whose duties include those provided for or assigned under this By-law, and shall include a Police Officer and other Provincial Offences Officer as defined under the Provincial Offences Act;

**“Emergency First Responders”** shall mean and include Cobourg Fire Department and Northumberland County EMS, and any other Enforcement Agency, providing enforcement or other emergency services duties within the Town of Cobourg;

**“Guardian”** shall mean a Person who has custody, care and control of an Individual who is a member of the same Household and includes a parent as defined in the *Family Law Act, R.S.O. 1990, c. F.3*;

**“Town”** shall mean the Corporation of the Town of Cobourg;

**“COVID-19” Emergency** shall mean the period of time commencing upon the date of passing this By-law until the Declaration of Emergency made by the Province of Ontario and the Town of Cobourg under the EMCPA in relation to the COVID-19 Pandemic has been terminated;

**“Police Officer”** includes an Officer of the Cobourg Police Service;

**“Person”** means a natural person who is at least 18 years of age;

**“Property Owner/Manager”** shall mean any person, governing body or agency which controls, governs or directs activity carried on in a Public Space and includes the person who is actually in charge thereof, but excludes the Town of Cobourg;

**“Public Property”** shall mean any land, premises or buildings owned, managed, or maintained by the Town, including highways, sidewalks, streets, any portion of a road allowance, parking lots, recreation centers, parks and playgrounds;

**“Provincial Offences Act”** means the *Provincial Offences Act, R.S.O 1990 c.P33*.

**“Public Space(s)”** shall mean any outdoor or indoor space which the public is ordinarily invited or permitted access, either expressly or by implication, whether or not a fee is charged for entry.

## **PART 2 – OFFENCES**

- 2.1 Every person shall maintain a physical distance of at least two (2) meters from every other person who is not a member of the same household when on Public Property.
- 2.2 Every person shall maintain a physical distance of at least two (2) meters from every other person who is not a member of the same household when in a Public Space.

- 2.3 No Guardian shall permit or allow any individual under the age of 18 years from not maintaining a physical distance of at least two (2) meters from any other Individual, unless such individual is a member of the same Household when on Public Property or when in a Public Space.
- 2.4 Property Owner/Managers shall take reasonable measures to ensure compliance with section 2.2 by:
- a) Limiting the number of people allowed on their property;
  - b) Ensuring that the distancing measures specified in section 2.2 are being enforced on their property; and
  - c) Ensuring that persons who refuse to comply with section 2.2 are promptly asked to leave their property and are reported to the Town of Cobourg Authorized Staff upon failure to comply with the direction and provisions of this by-law.

### **PART 3 – EXEMPTIONS**

- 3.1 This By-law does not apply to Municipal By-law Enforcement Officers, or Police Officers, Authorized Staff and other Emergency First Responders, while engaged in the lawful execution of their duties.

### **PART 4 – Administration and Enforcement**

- 4.1 Municipal Staff who carry out any action under this By-law are deemed to be Authorized Staff for the purposes of this By-law, in the absence of evidence to the contrary.
- 4.2 Authorized Staff may, at any reasonable time, enter and inspect all lands, buildings structures or parts thereof that are subject to this By-law for the purposes of determining compliance with this By-law.
- 4.3 Despite section 4.2, inspections may only be performed in accordance with the *Municipal Act, 2001, as amended*, and other applicable governing law.
- 4.4 Where any person contravenes any provision of this By-law, Authorized Staff may direct such person, verbally or in writing to comply with this By-law. Every person so directed shall comply with such direction without delay.
- 4.5 No person shall prevent, hinder or obstruct, or attempt to hinder or obstruct any Authorized Staff in exercise of any power or the performance of any activity or duty under this By-law.

- 4.6 Authorized Staff who has reasonable grounds to believe that a person has contravened any provision of this By-law may require that person to provide identification of themselves.
- 4.7 Every person who is required by an Officer to provide identification under Section 4.6 shall identify themselves to the Officer, giving their correct name, date of birth and address shall constitute as being sufficient identification. Failure to do so shall constitute obstruction of the Officer as per Section 4.5 of this By-law.

**PART 5 – OFFENCES AND PENALTIES**

- 5.1 Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to any penalties imposed in accordance with the *Provincial Offences Act*, R.S.O 1990, and c.P.33, as amended as well as subject to the set fines set out herein Schedule “A” of this By-Law.
- 5.2 This By-law shall come into force and take effect on the date that the Regional Senior Justice of the Ontario Court of Justice approves each set fine as set out in Schedule “A” for offences under this By-law, and in accordance with the *Provincial Offences Act*, R.S.O 1990 CHAPTER P.33.

**PART 6 – ADMINISTRATION**

- 6.1 In the event a discrepancy between this By-law and any statute, regulation, rule, By-law, order or instrument of the Province of Ontario or the Government of Canada, the provision that is the most restrictive prevails.
- 6.2 Should any section of this By-law be declared by a Court of competent jurisdiction to be ultra vires or illegal for any reason, the remaining parts shall nevertheless remain valid and binding, and shall be read as if the offending section or part had been struck out.
- 6.3 This By-law shall be referred to as the Cobourg Physical Distancing By-law.
- 6.4 This By-law shall become effective on the date approved by Town of Cobourg Municipal Council and shall remain in force during the COVID-19 Emergency.

Read in Open Council and passed on this 27<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK

**SCHEDULE "A"**

**The Corporation of the Town of Cobourg  
By-Law No. 025-2020:  
A By-law to Promote and Regulate  
Physical Distancing during the Covid-19 Emergency**

**Part I Provincial Offences Act**

<b>ITEM</b>	<b>COLUMN 1 Short Form Wording</b>	<b>COLUMN 2 Provisions creating or defining offence</b>	<b>COLUMN 3 Set Fine</b>
1.	Fail to maintain a physical distance of at least two (2) meters from another person on Public Property	Section 2.1	\$300.00
2.	Fail to maintain a physical distance of at least two (2) meters from another person in a Public Space	Section 2.2	\$300.00
3.	Guardian fail to prevent an Individual under the age of 18 years from maintaining a physical distance of at least two (2) meters from any other Individual in a public property or a public space.	Section 2.3	\$300.00
4.	Property Owner/Manager fail to ensure Physical Distancing in a Public Space	Section 2.4	\$600.00
5.	Obstructing an Officer or Authorized Staff	Section 4.5	\$600.00

**NOTE:** The general penalty provision for the offences listed above is Section 5.1 of By-law #025-2020, a certified copy of which has been filed.



**Ganaraska Region  
Conservation Authority**

2216 County Road 28  
Port Hope, ON L1A 3V8

Phone: 905-885-8173  
Fax: 905-885-9824  
[www.grca.on.ca](http://www.grca.on.ca)

MEMBER OF  
CONSERVATION ONTARIO

April 21, 2020

Mayor Henderson and Council  
Municipality of Cobourg  
55 King Street West  
Cobourg, ON K9A 2M2

Dear Mayor Henderson:

In response to COVID-19, and in the spirit of keeping everyone safe, the Ganaraska Region Conservation Authority (GRCA) Board of Directors passed the following resolution at their meeting of April 16, 2020.

**THAT** the GRCA Board of Directors authorize the Chair to send a letter to the affected municipalities to support a proposed ban of the 2020 fishing season, and **FURTHER THAT** the letter will inform the municipalities that all GRCA owned lands are closed to the public, and **FURTHER THAT** the letter which will be copied to MPP Piccini as well as the watershed municipal councils.  
**CARRIED.**

Given past experiences and recent observations, social distancing at these popular fishing spots is not always being practiced. The GRCA believes this position is in keeping with Ontario's direction to cease all non essential recreational activities in the province. Further, as we are aware, the majority of anglers that visit local fishing areas come from outside the community which again is in direct opposition to the "Stay at Home" message from Premier Ford.

The GRCA has closed all areas owned by the Conservation Authority which includes all conservation areas as well as all owned access lands to the Ganaraska River. The GRCA will therefore not be providing any portable washroom facilities or garbage receptacles, as done in past fishing seasons. The GRCA has reduced staff presence in the field and is unable to monitor the conservation areas and assess any potential liabilities.

If you have any question in regards to this, please do not hesitate to contact the undersigned or Linda Laliberte, CAO/Secretary-Treasurer at the Ganaraska Region Conservation Authority.

Yours truly,



Jeff Lees, Chair  
Board of Directors

cc. David Piccini, MPP, Northumberland – Peterborough South  
Watershed Municipal Councils

**From:** [Clerk Cobourg](#)  
**To:** [Brent Larmer](#)  
**Subject:** Fw: Concerns regarding recycling bins on front porches  
**Date:** April 21, 2020 8:09:34 AM

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**From:** Andrée et Gilles Poirier [REDACTED]  
**Sent:** Monday, April 13, 2020 1:36 PM  
**To:** Clerk Cobourg  
**Subject:** Concerns regarding recycling bins on front porches

Dear Mayor Henderson and Council,

Further to a phone conversation I had with Mr. Larmer last month, I am writing this letter to address some concerns that we have regarding many residents of Cobourg (all areas of Cobourg) who are permanently leaving their recycling bins on their front porches (blue, grey and green).

My name is Andree Poirier and we reside at [REDACTED] Wilkins Gate. While I cannot speak for all the residents of Cobourg, we believe that any sort of garbage/recycling bins should be kept off front porches/lawns as they are really an eyesore for any resident, neighbour and anyone who visit our community. While we certainly cannot control what neighbours want to leave on their front porches (shovels, bags of salt, ornaments, etc.), I think it may be fair to request that residents keep at least their recycling bins/garbage off the front of their property. It is very discouraging when many residents are trying to make lovely landscaping and then, to have other neighbours who leave recycling bins for the view of everyone.

The little town of Cobourg is perceived as a cute and quaint town by many visitors (Trip Advisor, etc.) and I believe the town wishes to make the community safe, healthy and an enjoyable place for all residents and those who visit. According to its website, the town has in place various by-laws and regulations to encourage residents to be responsible and respectful of their neighbours (lawn cutting, snow removal, etc.). Looking at recycling bins on front porches is as disturbing as looking at a neighbours' long grass.

The town of Welland has put in place, as part as their clean yards by-law, new rules (Nov. 2019) stipulating garbage cans/bins must be kept off front porches. I have included a link below.

<https://www.stcatharinesstandard.ca/news-story/9701748-garbage-recycling-bins-banned-from-welland-front-porches/>

The town of Cobourg (and actually any towns) should try to put in place similar rules for all of its residents and those, including businesses, who may in the future want to move/settle to Cobourg. Maybe our little town could even become a model for other neighbouring communities.

I would really appreciate if you could look into this for us the residents, and our pretty town.

Thank you.

Sincerely,

Andree & Gilles Poirier



Sent from my iPad

**From:** [REDACTED]  
**To:** [Brent Larmer](#); [John Henderson](#)  
**Subject:** Precautionary measures?  
**Date:** April 23, 2020 4:09:12 PM

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Mr. Mayor and Members of Town Council;

This is a follow-up to my email dated April 5<sup>th</sup> and Mr. Ian Davey's response dated April 20<sup>th</sup>, wherein he outlines the precautional measures currently in place to deal with the covid-19 crisis. After careful consideration of his thoughtful response, I fail to understand why this Council has chosen such a reactive approach to this pandemic versus a proactive one. With all due respect, knowing the risks we face today and those that may lie ahead, this is unconscionable, irresponsible and a dangerous choice on your collective part.

Mr. Davey's email states that discussion took place at a recent Council meeting to physically close Victoria Beach by use of fencing and that your decision was "**NOT to proceed with the fencing at this time**". The weather will improve. Residents and visitors will flock to the beach. In fact, on that warm Saturday of two weeks ago, I was in the area and witnessed people sitting on the steps of the lifeguard huts drinking beer and enjoying the sunshine plus several others on the beach and sitting on the nearby benches. We all know how crowded that area could be just a few weeks from now, particularly given its popularity with tourists and visitors. Therefore, it is unreasonable of you to expect that our enforcement personnel would be able to manage/control the lack of social distancing that will take place as well as be effective in applying and enforcing the current rules. It is however reasonable to believe disputes between enforcement officers and members of the public could take place. So, if not now, when and what will prompt you to close and fence this area? Mr. Davey goes on to explain that we can all rest assured for if there was a problem at either our Parks or Victoria Beach, the Emergency Operations Centre (EOC) will make a recommendation to Council that "*further steps are required*". With all due respect to Mr. Davey and the members of the EOC, it will be too late. The proverbial train will have left the proverbial station and the damage done. This is a time for strong leadership not bureaucracy!

Mr. Davey also explained that EOC is considering a recommendation to Council to adopt a "*Social Distancing By-Law*" similar to some other municipalities. I say to EOC and to you.... **get on with it!!**

I was born and raised in Northern Ireland and I return there often because of family. We have beautiful beaches. All beaches and adjacent parking lots are now closed to the public. Security guards are on site daily, all responsible measures taken by local elected officials to protect their citizens.

I would respectfully suggest the following actions be put in place immediately:

- Close and fence Victoria Beach and Park
- Close off the adjacent parking lots
- Immediately enact the "*Social Distancing By-Law*"
- Increase the presence of the Enforcement Officers on foot-patrol. *(I saw officers patrolling outside the No Frills and in the Metro stores and it was very impactful. That was some weeks ago and I haven't been seen since)*

- Improve and strengthen your external communication. Your message is confusing and unclear

I don't know if any of you have had firsthand experience with this awful and crippling disease (*and I certainly pray you do not*), but I say to you, our elected representatives, it is incumbent upon you to urgently take every precaution within your power and without any further delay to ensure all of our citizens remain safe to the best of your ability. These are extraordinary times and they require extraordinary measures. Collectively, elected officials and staff must become far more proactive and stay ahead of this unprecedented situation.

Respectfully,

Doreen Cunneen

**From:** [Brent Larmer](#)  
**To:** [Brent Larmer](#)  
**Subject:** FW: COVID-19  
**Date:** April 23, 2020 5:59:05 PM

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**From:** Tamara Ugolini [REDACTED]  
**Sent:** April 19, 2020 10:59 PM

Hello Mr. Henderson and Members of Council,

I hope this email finds you all well.

In writing all legislators and health authorities, I wanted to include Cobourg's elected local council in this messaging.

As you know, Prime Minister Trudeau,<sup>[1]</sup> public health officials, and the mainstream media have expressed the opinion that *“life will not return to normal until a vaccine for CV 19 is developed.”*

The citizens of Cobourg are entitled to the full protection guaranteed under the **Canadian Charter of Rights and Freedoms**.

A health care strategy for COVID 19 that is based solely on **indefinite containment** is reckless and dangerous, and a violation of our rights and freedoms under the Charter.

**We demand that our legislative representatives carefully consider the following points and use extreme caution, wisdom and humility in making decisions that will impact the lives of every Cobourg resident now and for the foreseeable future.**

#### **I. Impact of Indefinite Isolation**

The fact is not all citizens are at equal risk of serious adverse effects from contracting CV 19. The current virus suppression strategy of mass and indiscriminate 'social distancing' is unsustainable, heavy handed, unethical, not supported by scientific evidence, and will undoubtedly cause more harm than good. It is time to re-evaluate the government's response to COVID 19.

This devastating attack on the free will and self-respect of Cobourg families is causing unconscionable hardships as never seen before. These hardships include, but are not limited to: job loss, income loss, severe stress impacting health, business closures, overall economic devastation, suicides, and negative consequences for families and marriages.

It is astonishing and completely unacceptable that these measures are being imposed upon the people by a small group of elected and unelected officials who are making poorly informed and dangerous decisions without adequate data, proper debate and

public input.

**Key points:**

- a. There is no scientific evidence to substantiate the effectiveness of “social distancing” as a medical intervention to reduce COVID 19 transmission and infection.
  
- b. The imposition of mass and indiscriminate self-isolation measures prevents the development of natural immunity necessary to secure herd immunity.
  
- c. It is the opinion of experts that efforts to suppress the virus through self-isolation measures prolongs the outbreak and puts more lives at risk, damages our economy and the mental stability and health of the more vulnerable.

**II. Violation of Charter Rights and Freedoms**

The Canadian Charter of Rights and Freedoms requires that the response of governments to this challenge must remain rational and commensurate with demonstrable evidence, and the checks and balances of the rule of law. The severe curtailment of civil liberties without projected timelines for their rescission, the shutdown of economic activity and resulting job losses, the increase of human suffering through confinement and restriction of liberty, and the closure of courts of justice denying citizens a ready recourse, are all factors which bear close scrutiny, and must be weighed in the balance of a Constitution which zealously guards the rights and freedoms of citizens.

*Governments may enact laws and pursue policies that limit Charter rights and freedoms, but the onus is on the government to prove that the limit is demonstrably justifiable in a free and democratic society.*

Justice Centre for Constitutional Freedoms

**Key points:**

- a. To date, the governments in Canada have not shown evidence that the limits to our rights and freedoms is demonstrably justifiable.
  
- b. What we are living is effectively house arrest. The fact is you quarantine sick people, not healthy people. It is time for a new strategy.

- c. The closure of our parliaments and courts of law is unprecedented, illegal, unnecessary, unconstitutional, undemocratic and impedes the ability of Canadians to hold our governments accountable.

### **Warnings of Experts**

We implore you to heed the warnings of scientists and medical experts, including:

*"I understand the importance of accelerating timelines for vaccines in general, but from everything I know, this is not the vaccine to be doing it with. There is a risk of immune enhancement. The way you reduce that risk is first you show it does not occur in laboratory animals."*

Dr Peter Hotez, Dean of the National School of Tropical Medicine at Baylor College of Medicine

*"You really have to test a vaccine carefully and not just roll it out because people are clamoring for it with an epidemic underway."*

Marc Lipsitch, Epidemiologist  
Harvard Chan School of Public Health, Boston

*"What can be done to end this epidemic? The answer is herd immunity. Don't close schools – open them up! Let those under the age of 65 with no significant health problems go to work. Their risk of death is very close to zero. Our current strategy of isolating these healthy people from the virus: a. is not working (and is actually leading to a prolonged COVID-19 season!"*

Knut Wittkowski, German Epidemiologist

### **Will You Protect Our Rights?**

As an elected official, will you honour your mandate to support actions that truly protect and promote good health without violating the constitutional rights of Canadians?

Will your decisions and actions be based on careful consideration of solid and verifiable information offered by leading scientists and medical professionals across the world, rather than solely on what is provided by the unchecked and unaccountable World Health Organization?

**Specifically, please consider your stance regarding the following and answer these questions:**

1. Are there better and more effective investments of professional resources and taxpayer dollars - such as naturally boosting immunity with reliable dietary

recommendations, vitamin supplementation, personal hygiene advice, clean water, reduced exposure to toxins, and other public health measures proven to promote health?

2. Can I count on you to stand firm and protect my rights and freedoms as a Canadian citizen, in the jurisdiction where I reside?

3. What independent science showed that it was better for my and my child's health to spend weeks indoors and/or in isolation instead of playing sports outside with friends?

**I demand that all legislators immediately desist consideration of any health care strategy for COVID 19 that relies on indefinite isolation and the mandating of coercive practices that impact the right of Canadians to enjoy health, sovereignty and free will.**

*What is the point in surviving if our rights and freedoms do not survive with us?*

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<sup>[1]</sup> <https://www.msn.com/en-ca/news/politics/no-return-to-normality-until-coronavirus-vaccine-is-available-trudeau-says/ar-BB12ovfO>

<sup>[2]</sup> <https://www.pnas.org/content/early/2020/03/27/2005456117>

Sincerely,

**Tamara Ugolini**

[Redacted signature]

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**Tamara Ugolini** BDes

Ugo Creative | Design Studio

[ugocreative.ca](http://ugocreative.ca)

[tamara.ugo@gmail.com](mailto:tamara.ugo@gmail.com)

905.396.0515



## Unfinished Business Listing Council Motions/Staff Direction As of April 27, 2020

● Draft
● On Track
● Behind
● Overdue
● Complete

Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2019-01-28</b>	<a href="#">Council Meeting Link</a>		
Motion - Social Planning and/or Community Development Advisory Committee.  <b>Department/Division Responsible:</b>  <b>Legislative Services/ Planning &amp; Development</b>	<a href="#">Minutes:</a>  <b>FURTHER THAT Council direct the Municipal Clerk to research the framework and terms of reference of a social planning and/or community development advisory committee with input from the Town's Planning Division to determine how affordable housing and other community health priorities fits within a municipality's strategic plan. The research will be due back to Council no later than June 2019.</b>	05/11/2020	50%
<b>Meeting 2019-05-13</b>	<a href="#">Council Meeting Link</a>		
Motion – Traditional land acknowledgement statement to be read at the beginning of all Municipal Council Meetings.  <b>Department/Division Responsible:</b>  <b>Legislative Services</b>	<a href="#">Minutes:</a>  <b>THAT Council adopt a traditional land acknowledgement statement to be read at the beginning of its meetings; and</b>  <b>FURTHER THAT Council direct Staff to consult with Alderville First Nations to draft a traditional land acknowledgement statement that reflects the traditional territory of the Anishnabek, Huron-Wendat, Haudenosaunee (Iroquois), Ojibway/Chippewa peoples, as well as this territory that is covered by the Williams Treaty.</b>	05/11/2020	50%



## Unfinished Business Listing Council Motions/Staff Direction As of April 27, 2020

○ Draft
● On Track
● Behind
● Overdue
● Complete

Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2019-09-03</b>			
<a href="#">Council Meeting Link</a>			
Motion - Delegation Action, regarding current fishing trends and issues, and the implementation of regulations for the fishing community.  <b>Department/Division Responsible:</b>  <b>Community Services</b>	<a href="#">Minutes:</a>  <b>FURTHER THAT a copy of the delegation material be forwarded to the Manager of Attractions and Facilities; and</b>  <b>FURTHER THAT Council instruct Staff to review the concerns raised, and provide a report to Council with suggestions for enhancing the amenities for anglers and the regulation of fishing related activities at the Cobourg Marina by April 30, 2020.</b>	05/11/2020	80%
<b>Meeting 2019-09-23</b>			
<a href="#">Council Meeting Link</a>			
Motion - the Aquatic Safety Audit Report for the Town of Cobourg Harbour  <b>Department/Division Responsible:</b>  <b>Community Services</b>	<a href="#">Minutes:</a>  <b>THAT Council refer the lifesaving Society's Audit of the Cobourg Harbour to the Parks and Recreation Advisory Committee to obtain feedback on the reports recommendations; and</b>  <b>FURTHER THAT Staff provide a report along with the comments from the Parks and Recreation Advisory Committee that is inclusive of all user groups; and</b>  <b>FURTHER THAT the Staff Report come to Council for the first Committee of the Whole meeting in March 2020.</b>	05/11/2020	80%



**Unfinished Business Listing  
Council Motions/Staff Direction  
As of April 27, 2020**

● Draft
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Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2019-09-23</b>			
<a href="#">Council Meeting Link</a>			
Motion - Long Service Recognition Policy  <b>Department/Division Responsible:</b>  <b>Human Resources</b>	<a href="#">Minutes:</a>  <b>THAT Council refer Policy #HR-AP-A18 – Long Service Recognition Policy to General Government Services for revisions and to be brought back to Council at a later date.</b>	N/A	80%
<b>Meeting 2019-12-02</b>			
<a href="#">Council Meeting Link</a>			
Motion - Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).  <b>Department/Division Responsible:</b>  <b>Multiple Departments/ Organizations</b>	<a href="#">Minutes:</a>  <b>THAT Council discuss the delegation with Northumberland County; and</b>  <b>FURTHER THAT Council request that the Northumberland Affordable Housing Committee provide input and analysis on the recommendations presented by the delegation; and</b>  <b>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</b>  <b>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</b>  <b>FURTHER THAT Council request that all information is returned to Council by February 18, 2020</b>	05/11/2020	30%



## Unfinished Business Listing Council Motions/Staff Direction As of April 27, 2020

Draft    
  On Track    
  Behind    
  Overdue    
  Complete

Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2020-01-27</b>	<a href="#">Council Meeting Link</a>		
Motion - unfinished business item 'Wheels Transit Options for Boarding/Disembarking'. Report and Accessible Transit Service Policy.  <b>Department/Division Responsible:</b>  <b>Legislative Service/ Public Works</b>	<a href="#">Minutes:</a>  <b>FURTHER THAT Council instruct staff to draft an accessible transit service policy, in consultation with the Accessibility Advisory Committee and the proposed Accessibility Coordinator, for presentation to Council by June 1, 2020; and</b>  <b>FURTHER THAT the issues raised by the delegations from Troy Mills and the Golden Plough Lodge Family Council be considered when drafting the policy.</b>	06/01/2020	
<b>Meeting 2020-01-06</b>	<a href="#">Council Meeting Link</a>		
Motion - Radio Frequency Water Meter Replacement Program (LUSI).  <b>Department/Division Responsible:</b>  <b>Chief Administrative Officer</b>	<a href="#">Minutes:</a>  <b>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</b>  <b>FURTHER THAT this report be completed and presented to Council by June 2020</b>	06/22/2020	



## Unfinished Business Listing Council Motions/Staff Direction As of April 27, 2020

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Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2020-01-27</b>	<a href="#">Council Meeting Link</a>		
Motion – Staff Report on Innisfil Ridesharing Transit Model  <b>Department/Division Responsible:</b>  <b>Legislative Services</b>	<a href="#">Minutes:</a>  <b>FURTHER THAT Council instruct Staff to investigate the Innisfil ridesharing transit model and provide a report on its viability in Cobourg, to be presented to Council by June 22, 2020.</b>	06/22/2020	
<b>Meeting 2020-01-06</b>	<a href="#">Council Meeting Link</a>		
Motion - Private Transportation Regulating By-law  <b>Department/Division Responsible:</b>  <b>Legislative Services</b>	<a href="#">Minutes:</a>  <b>THAT Council authorize Staff to incorporate regulations through by-law to regulate ‘Transportation Network Companies’ that provide an alternative transportation service within the Town of Cobourg in order to be prepared when this industry arrives in the Town of Cobourg; and</b>  <b>FURTHER THAT Council approve the staff recommendations to modernize the Taxicab Regulations that are outlined in the staff report and authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council Meeting to incorporate the changes into a new ‘Private Transportation Regulating Bylaw’; and</b>  <b>FURTHER THAT Council direct Staff to develop and present detailed options to Council regarding regulations to help support the introduction of Accessible Taxicabs in the Town of Cobourg and direct Staff to invite and engage new and existing businesses to operate Accessible Taxis in the Town of Cobourg;</b>	Regular Council Meeting	



## Unfinished Business Listing Council Motions/Staff Direction As of April 27, 2020

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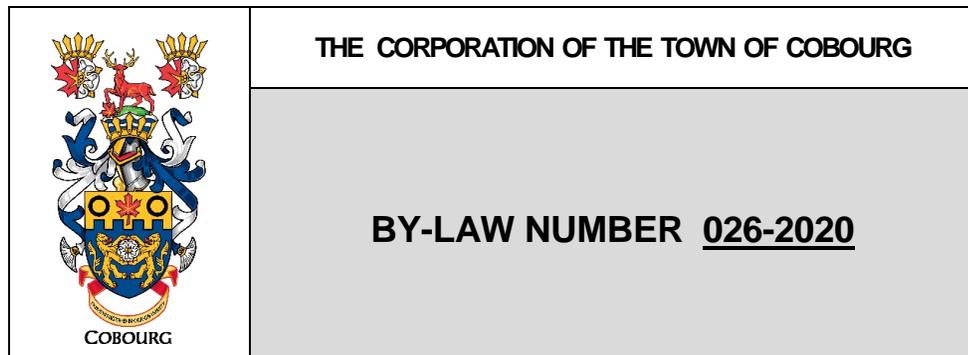
Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2020-01-06</b>	<a href="#">Council Meeting Link</a>		
Motion - Joint Animal Control Municipal Services Board (JACMSB) - Notice of Agreement Termination.  <b>Department/Division Responsible:</b>  <b>Legislative Services</b>	<a href="#">Minutes:</a>  <b>THAT Council direct the Municipal Clerk to provide a report to Council within the two (2) year notice period and prior to the exiting of the agreement to explain and provide an overview on the proposed operational model by the Town's By-law Enforcement Department in order to provide all Animal Control Enforcement internally for the residents of the Town of Cobourg.</b>	2021-2022	
<b>Meeting 2020-01-06</b>	<a href="#">Council Meeting Link</a>		
Motion – Report regarding parking meters, violations and fines - on the feasibility of the suggestions provided in the delegation.  <b>Department/Division Responsible:</b>  <b>Legislative Services</b>	<a href="#">Minutes:</a>  <b>Judy Sherwin, Cobourg Resident, regarding parking meters, violations and fines in the Town of Cobourg.</b>  <b>THAT Council refer the delegation to Staff for a report back to Council or the feasibility of the suggestions provided in the delegation.</b>	N/A	



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Motion/Item	Details/Minutes Text	Due Date	Current Completion
<b>Meeting 2020-01-06</b>	<a href="#">Council Meeting Link</a>		
Motion – 2020 Town of Cobourg Capital Budget Items Status  <b>Department/Division Responsible:</b>  <b>Chief Administrative Officer/ Treasurer</b>	Minutes:  <b>THAT Council receive an update from interim CAO Ian Davey on the status of ALL capital projects included in the 2020 budget as to what has been contracted to date, specifically work on the electrical upgrades at the Marina, design and engineering for the East Pier, and work to be done at the waterfront.</b>	N/A	
<b>Meeting 2020-04-20</b>	<a href="#">Council Meeting Link</a>		
Motion – Cobourg Farmers Market Alternative Delivery Method during COVID-19  <b>Department/Division Responsible:</b>  <b>Legislative Services</b>	Minutes:  <b>THAT Council direct Staff to work with the Cobourg's Farmers Market to develop a short term alternative strategy for the 2020 Market Operations to reflect the current COVID-19 Pandemic, with an emphasis on providing services through E-Commerce and Curbside pick-up options only, and for the Staff Report to come back to Council for the May 11, 2020 Committee of the Whole Council Meeting.</b>	05/11/2020	



**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 April 27, 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 April 27, 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 April 27, 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 Interim 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 April 27, 2020 Regular Council proceedings;
6. **THAT** the Mayor and Municipal Clerk, or the Treasurer/Interim 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 and finally passed in Open Council on this 27<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK