

	THE CORPORATION OF THE TOWN OF COBOURG
	COMMITTEE OF THE WHOLE MEETING REPORT
	Tuesday, September 3, 2019 Council Chambers, Victoria Hall, Cobourg

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

- Members present:** Mayor John Henderson
 Deputy Mayor Suzanne Seguin
 Councillor Nicole Beatty
 Councillor Aaron Burchat
 Councillor Adam Bureau
 Councillor Brian Darling
- Regrets:** Councillor Emily Chorley
- Staff present:** Ian Davey, Interim Chief Administrative Officer
 Glenn McGlashon, Director of Planning and Development
 Dean Hustwick, Director of Community Services
 Brent Larmer, Municipal Clerk/Manager of Legislative Services

CALL TO ORDER

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

AGENDA ADDITIONS

1. Torben Drewes, representing Boaters at the Cobourg Marina, regarding the electrical supply on the Marina docks;
2. Mike Hubicki, Cobourg Yacht Club, regarding the lift in and out of boats at the Cobourg Marina;
3. Roderick Gamble, President of the Coverdale Tennis Club, regarding the activities and objectives of the Coverdale Tennis Club;
4. Bruce Moore, Chair of the Christmas Magic Ad Hoc Committee (CMAHC), regarding the August 14, 2019 CMAHC's Motion and Report to Council on the location of the 2019 Christmas Magic Display of Lights;
5. Memo from the Records and Committee Coordinator, regarding the Civic Awards Advisory Committee;

6. Notice of a Public Meeting concerning a proposed Draft Plan of Subdivision, submitted by RFA Consultant Inc., on behalf of Mason Homes for the parcel of land known municipally as 425 and 425A King Street East;
7. Memo from the Secretary of the Parks and Recreation Advisory Committee, regarding the trees along Molley Baker Lane; and
8. A Closed Session Item regarding Section 239(2)(a) of the *Municipal Act, 2001*.

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

Carried

DISCLOSURE OF PECUNIARY INTEREST

Councillor Aaron Burchat declared a Pecuniary Interest on Planning a Development Item #1 - Response to a Public Meeting held on September 3, 2019 regarding a proposed Zoning By-law Amendment for the property known municipally as 900 Division Street.

Councillor Burchat declared an interest for the following reasons as provided on the Deceleration of Pecuniary Interest Form filed with the Municipal Clerk - Councillor Burchat indicated in Open Council that he works for Alliance Security Systems of Northumberland/Compton Telecommunications Services and the Company has done work for the medical clinic at their current location and the Councillor will refrain from voting and participating in the discussion.

PRESENTATIONS

Judy Smith, Environmental Officer/Climate Change Coordinator for the County of Northumberland, regarding Climate Change and the upcoming Climate Action Plan for the Town of Cobourg.

J. Smith attended the meeting to introduce herself and her role to Council, and discussed the Climate Change Action Plan for the Town of Cobourg. After a question and answer period, J. Smith was excused from the meeting (6:18 P.M.).

DELEGATIONS

John King, representing Boaters at the Cobourg Marina, regarding the Town of Cobourg's Marina Facilities and Services.

J. King attended the meeting to request that the Town of Cobourg provide power to all docks in years of high water (e.g. 2017, 2019). After a question and answer period, J. King was excused from the meeting (6:30 P.M.).

Roger Magnan, representing the Cobourg Marina Fishing Community, regarding current fishing trends and issues, and the implementation of regulations for the fishing community.

R. Magnan attended the meeting to discuss current fishing trends and issues, and the implementation of regulations for the fishing community. After a question and answer period, R. Magnan was excused from the meeting (6:41 P.M.).

Torben Drewes, representing Boaters at the Cobourg Marina, regarding the electrical supply on the Marina docks.

T. Drewes attended the meeting to discuss the electrical supply on the Marina docks. After a question and answer period, T. Drewes was excused from the meeting (6:48 P.M.).

Mike Hubicki, Cobourg Yacht Club, regarding the lift in and out of boats at the Cobourg Marina.

M. Hubicki attended the meeting to discuss the Cobourg Yacht Club's concerns if Town Marina were to cease its service of the lift out of boats this fall. After a question and answer period, M. Hubicki was excused from the meeting (6:55 P.M.).

Roderick Gamble, President of the Coverdale Tennis Club, regarding the activities and objectives of the Coverdale Tennis Club.

R. Gamble attended the meeting to raise awareness of the activities offered by the Coverdale Tennis Club, and to discuss the poor conditions of the three (3) tennis courts at Peter Delanty Park. After a question and answer period, R. Gamble was excused from the meeting (7:00 P.M.).

Bruce Moore, Chair of the Christmas Magic Ad Hoc Committee (CMAHC), regarding the August 14, 2019 CMAHC's Motion and Report to Council on the location of the 2019 Christmas Magic Display of Lights.

B. Moore attended the meeting to provide additional background on the proposed August 14, 2019 CMAHC's Motion and Report to Council on the location of the 2019 Christmas Magic Display of Lights. After a question and answer period, B. Moore was excused from the meeting (7:08 P.M.).

DELEGATION ACTIONS

Delegation Action, John King, representing Boaters at the Cobourg Marina, regarding the Town of Cobourg's Marina Facilities and Services and Torben Drewes, representing Boaters at the Cobourg Marina, regarding the electrical supply on the Marina docks.

Moved by Councillor Brian Darling, THAT Council receive the delegations from J. King and T. Drewes regarding the electrical supply on the Marina docks and the Marina Services and Facilities for information purposes; and

FURTHER THAT the Harbour and Marina Electrical System be upgraded prior to the 2020 Boating Season, pending 2020 Budget Approval; and

FURTHER THAT an internal review of the safety standards and procedures at the Cobourg Marina be conducted prior to the 2020 Boating Season.

Carried

Delegation Action, Roger Magnan, representing the Cobourg Marina Fishing Community, regarding current fishing trends and issues, and the implementation of regulations for the fishing community.

Moved by Councillor Brian Darling, THAT Council receive the delegation from R. Magnan regarding current fishing trends and issues, and the implementation of regulations for the fishing community for information purposes; and

FURTHER THAT a copy of the delegation material be forwarded to the Manager of Attractions and Facilities; and

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.

Carried

Delegation Action, Mike Hubicki, Cobourg Yacht Club, regarding the lift in and out of boats at the Cobourg Marina.

Moved by Councillor Brian Darling, THAT Council receive the delegation from M. Hubicki, regarding the Lift-In and Lift-Out of Boats at the Cobourg Marina for information purposes; and

FURTHER THAT Council realizes that there are risks with the current lift-in and lift-out services/operations; and

FURTHER THAT Council authorizes maintaining the status-quo for the Lift-in and Lift-Out Operations for the remainder of 2019 and Lift-In for the 2020 Season.

Carried

Delegation Action, Roderick Gamble, President of the Coverdale Tennis Club, regarding the activities and objectives of the Coverdale Tennis Club.

Moved by Councillor Brian Darling, THAT Council receive the delegation from R. Gamble, regarding the activities offered by the Coverdale Tennis Club, and to discuss the poor conditions of the three (3) tennis courts at Peter Delanty Park for information purposes; and

FURTHER THAT the repair of the tennis courts at the Peter Delanty Park be considered during the 2020 Budget deliberations.

Carried

Delegation Action, Bruce Moore, Chair of the Christmas Magic Ad Hoc Committee (CMAHC), regarding the August 14, 2019 CMAHC's Motion and Report to Council on the location of the 2019 Christmas Magic Display of Lights.

Moved by Councillor Adam Bureau, THAT Council receive the delegation from B. Moore, Chair of the Christmas Magic Ad Hoc Committee regarding the Ad Hoc Committees report and motion on the location of the 2019 Christmas Magic Display of Lights for information purposes.

Carried

ARTS, CULTURE AND TOURISM SERVICES

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

Memo and supporting Report from the Secretary of the Christmas Magic Ad Hoc Committee, regarding the location of the 2019 Christmas Magic Display of Lights.

Moved by Councillor Adam Bureau, THAT Council endorse the comments of the Christmas Magic Ad Hoc Committee and adopt the following recommendations for the 2019 Christmas Magic Display of Lights:

1. Maintain Christmas Lights in Rotary Harbourfront Park. The lights should be illuminated on the third Friday of November and remain lit around the outdoor rink until late February.
2. Remove the Christmas Magic Lights from the Esplanade and relocate them to Victoria Park. Install additional lights and decorations in a manner suitable to the size of the space in the Park, within budget. While it may be appropriate to remove Christmas decorations in the first week of January, we recommend that some lighting be maintained after January 7 so that the Park has some lighting through to late February.
3. Continue to put out an annual call for volunteers to assist staff as required in implementing and expanding Christmas Magic. Community engagement and involvement in lighting up Victoria Park should be encouraged.

Carried

GENERAL GOVERNMENT SERVICES

Chair, Deputy Mayor Séguin - General Government Services Coordinator

Memo from the Human Resources Officer, regarding the Recruitment for an Interim Chief Administrative Officer for the Town of Cobourg.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the memo from the Human Resources Officer for information purposes; and

FURTHER THAT Council provide direction to the Human Resources Department regarding the recruitment of an Interim Chief Administrative Officer for the Town of Cobourg.

Carried

Memo from the Treasurer/Director of Corporate Services regarding the Cancellation, Reduction or Refund of Taxes for the period of January 1, 2019 to August 31, 2019.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the First Property Tax Adjustment Report for 2019 for information purposes; and

FURTHER THAT Council approve the Cancellation, Reduction or Refund of Property Taxes in the amount of \$249,128.32:

Town of Cobourg: \$129,594.89 (Budget - \$350,000)

County of Northumberland: \$58,591.21

Education: \$59,544.40

DBIA: \$1,397.82

Carried

Memo from the Records and Committee Coordinator, regarding the Civic Awards Advisory Committee.

Moved by Deputy Mayor Suzanne Séguin, 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 amend the Terms of Reference By-law (008-2019) to:

1. Dissolve the Community Civic Awards Ad Hoc Committee provided in Schedule 'E' – 1 of the by-law; and
2. Adopt the proposed Terms of Reference for the Civic Awards Advisory Committee set out in Appendix 'I' of the Report; and

FURTHER THAT Council approve the Town of Cobourg's Civic Awards Program – Standards and Procedures Manual set out in Appendix 'II' of the Report; and

FURTHER THAT Council direct the Legislative Services Department to advertise for the six (6) citizen vacancies in the local newspaper and on the municipal website in order to begin the search for volunteers to participate on the Advisory Committee subsequent to the passing of the amending by-law.

Carried

PLANNING AND DEVELOPMENT SERVICES

Chair, Councillor Beatty - Planning and Development Services Coordinator

Response to a Public Meeting held on September 3, 2019 regarding a proposed Zoning By-law Amendment for the property known municipally as 900 Division Street.

Moved by Councillor Nicole Beatty, THAT Council endorse the comments of the Planning Department, acknowledge the Motion of support from the Planning and Development Advisory Committee and authorize preparation of the necessary amendments to the Zoning By-law (85-2003) for the property known municipally as 900 Division Street, to permit a 665 m2 medical clinic use consisting of eight (8) medical practitioners in part of the existing easterly building, referred to as 9 Elgin Street East.

Carried

Memo from the Senior Planner - Development, regarding the Pre-Servicing and Development Agreements for 312 Clyde Street, Cobourg (3FiveSix Corp.).

Moved by Councillor Nicole Beatty, 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 authorize the Mayor and Municipal Clerk to execute a Pre-Servicing Agreement and Development Agreement with 3FiveSix Corp. and Lakefront Utility Services Inc. for the four (4) lots of record described as Lots 16, 17, 18 & 19, Block X, Caddy Plan, known municipally as 312 Clyde Street, for the development of four (4) new dwellings, subject to the finalization of details by municipal staff and applicable agencies.

Carried

Notice of a Public Meeting concerning a proposed Draft Plan of Subdivision, submitted by RFA Consultant Inc., on behalf of Mason Homes for the parcel of land known municipally as 425 and 425A King Street East.

Moved by Councillor Nicole Beatty, THAT Council receive the Notice of a Public Meeting on September 23, 2019, to be held at 5:00 P.M. for information purposes.

Carried

Motion to Recess

Moved by Councillor Brian Darling, THAT Council recess the Council meeting for five (5) Minutes.

Carried

Mayor Henderson reconvened the meeting at 7:59 P.M.

PUBLIC WORKS SERVICES

Chair, Councillor Darling - Public Works Services Coordinator

Memo from the Secretary of the Transportation Advisory Committee (TAC), regarding recommended appointments to the TAC Sub-Committee tasked to review the standards for cycling facilities and infrastructures in the Town of Cobourg.

Moved by Councillor Brian Darling, THAT Council endorse the comments of the Transportation Advisory Committee (TAC) and appointed the six (6)-listed members to the TAC Sub-Committee; and

FURTHER THAT Council permit the TAC to continue to accept applications from interested citizens to fill the one (1) remaining vacancy in the TAC Sub-Committee.

Carried

PARKS AND RECREATION SERVICES

*Alternate Chair, Councillor Darling - Parks and Recreation Services Coordinator
Alternate*

Memo from the Manager of Attractions and Facilities, regarding the Cobourg Harbour and Marina Electrical Systems Assessment.

Moved by Councillor Brian Darling, THAT Council contract the electrical engineering services of Kirkland Engineering Ltd., in the amount of \$4,800.00, plus \$84.48 of non-refundable HST, to perform a condition assessment of the Cobourg Harbour and Marina electrical system and to develop budget cost estimates for future upgrades to the electrical system to be considered in the 2020 Capital Budget Deliberations.

Carried

Memo from the Secretary of the Parks and Recreation Advisory Committee, regarding the trees along Molly Baker Lane.

Moved by Councillor Brian Darling, THAT Council endorse the comments of the Parks and Recreation Advisory Committee and endorse that the trees along Molly Baker Lane be given adequate consideration in the development process for 425 King Street, East, with preservation being a high priority; and

FURTHER THAT alternative grading, drainage, and storm water management solutions be considered to mitigate the impact of the proposed development at 425 King St East and Molly Baker Lane; and

FURTHER THAT this Motion be referred to the September 23, 2019 Public Meeting for inclusion with other applicable municipal advisory committee comments.

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 Secretary of the Sustainability and Climate Change Advisory Committee, regarding funding for the Integrated Community and Sustainability Plan in the Town of Cobourg.

Moved by Councillor Adam Bureau, THAT Council endorse the comments of the Sustainability and Climate Change Advisory Committee and make the development of an Integrated Community Sustainability Plan (ICSP) a priority in the 2020 Budget and allocate the necessary resources to achieve an ICSP.

Withdrawn

Motion to Withdrawn:

Moved by Councillor Adam Bureau, THAT the Item - Memo from the Secretary of the Sustainability and Climate Change Advisory Committee, regarding funding for the Integrated Community and Sustainability Plan in the Town of Cobourg be withdrawn from discussion.

Carried

Notice of Motion, Councillor Bureau, regarding an Opioid Crisis Round Table Discussion.

Moved by Councillor Adam Bureau, WHEREAS Councillor Adam Bureau asks permission from this council to form a partnership and invite the Cobourg Police Service, The Cobourg Fire Department, Northumberland EMS, A representative from Northumberland County, MPP David Piccini, MP Kim Rudd to a round table discussion led by a facilitator to come up with suggestions to combat the opioid crisis; and

FURTHER THAT this group of people deal with this issue almost on a daily basis and would have first-hand knowledge on recommendations on how to eliminate opioids and other harmful and fatal drugs from our community; and

FURTHER THAT the round table Meeting be held at Venture 13 on October 1, 2019; and

FURTHER THAT this group may come up with ideas on how to prevent and help our citizens with drug prevention, drug dependency and drug rehabilitation; and

FURTHER THAT after the round table discussion this group shall bring back recommendations to this Council.

Motion to Amend:

Moved by Councillor Nicole Beatty, THAT the following wording be added to the Motion to include additional meeting participants: Northumberland Hills Hospital Community Mental Health, Forecast Greenwood Coalition and Two (2) members of the community with lived experience.

Carried

Moved by Councillor Adam Bureau, WHEREAS Councillor Adam Bureau asks permission from this council to form a partnership and invite the Cobourg Police Service, The Cobourg Fire Department, Northumberland EMS, A representative from Northumberland County, MPP David Piccini, MP Kim Rudd, Northumberland Hills Hospital Community Mental Health, Forecast Greenwood Coalition and Two (2) members of the community with lived experience, to a round table discussion led by a facilitator to come up with suggestions to combat the opioid crisis; and

FURTHER THAT this group of people deal with this issue almost on a daily basis and would have first-hand knowledge on recommendations on how to eliminate opioids and other harmful and fatal drugs from our community; and

FURTHER THAT the round table Meeting be held at Venture 13 on October 1, 2019; and

FURTHER THAT this group may come up with ideas on how to prevent and help our citizens with drug prevention, drug dependency and drug rehabilitation; and

FURTHER THAT after the round table discussion this group shall bring back recommendations to this Council.

Carried

UNFINISHED BUSINESS

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

Unfinished Business Item	Meeting Date	Department/Division	Deadline Date
Extension of the RFP for the position of the Municipal Ombudsman.	05-21-19	Legislative Services	Jul 4, 2019
Staff Report on the creation of a Civic Awards Advisory Committee	06-03-19	Legislative Services	Sep 3, 2019
Staff Report regarding Adult Fitness Park in Cobourg	06-12-19	Community Services	Oct 15, 2019
Staff Report Sustainability and Climate Change Advisory Committee, regarding a recommendation to support the Banning/Phasing out of Bottled Water in Municipal Facilities and Municipal Events.	06-24-19	Chief Administrative Officer	Sep 3, 2019
Appointments to the TAC Sub-Committee	07-22-19	Public Works	Sep 9, 2019
Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing.	01-28-19	Legislative Department	Sep 23, 2019
MOU to be provided to Council Re Cobourg Dragon Boat and Canoe Club	07-22-19	Community Services	Sep 23, 2019
Report reviewing the Town of Cobourg Public Comment and Complaint Policy.	05-13-19	Legislative Department	Sep 23, 2019
Business Plans and project justification for potential Provincial Audit and Accountability Fund projects	07-22-19	Various Departments	Sep 23, 2019
2019 – 2022 Strategic Report Work Plan Revisions	08-13-19	Various Departments	Sep 23, 2019
Update the Capital Sidewalk Extension Program Priority Guidelines to reflect actual walking/driving	02-25-19	Public Works	Sep 30, 2019

distances for Northwood Drive.			
Staff Report reviewing the impacts of the Traffic Study for Lower Division Street/Esplanade Area.	04-01-19	Public Works	Oct 15, 2019
Staff Report regarding the public engagement and recommended repairs/improvements for the East Pier and Victoria Park Campground	07-02-19	Community Services	Oct 15, 2019
Review of the Taxicab by-law, with the inclusion of ride sharing transportation such as Uber or Lyft, and with input by the public and taxicab owners and operators.	02-19-19	Legislative Department	Nov 25, 2019
Memo from John Ewart, Town of Cobourg Municipal Ombudsman, regarding a Town of Cobourg Ombudsman Complaint 1-2018.	11-26-18	Legislative Department	
Staff Report reviewing the impacts of the Traffic Study for Condo. Corp. #58- 148 Third Street.	04-01-19	Public Works	
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	

COMMITTEE OF THE WHOLE OPEN FORUM

CLOSED SESSION

Moved by Deputy Mayor Suzanne Séguin, THAT Council meet in Closed Session in accordance with Section 239 of the *Municipal Act, 2001*, regarding:

s. 239(2)(a) The security of the property of the municipality or local board:

1. Municipal property lease agreement

The Committee of the Whole reconvened in Open Session at 9:22 P.M.

Carried

ADJOURNMENT

Moved by Councillor Nicole Beatty, THAT the Meeting be adjourned (9:23 P.M.).

Carried

Municipal Clerk