

	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>COMMITTEE OF THE WHOLE</b> <b>MEETING REPORT</b>
	Monday, March 9, 2020 Council Chambers, Victoria Hall, Cobourg

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

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

**Staff present:** Ian Davey, 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 (6:00 P.M.).

**AGENDA ADDITIONS**

1. Notice of Hearings of the Committee of Adjustment and Planning Staff Reports for the March 10, 2020 Committee of Adjustment Meeting; and
2. Presentation, Kelly Martel, MHBC Planning Limited, to provide an update on the Affordable and Rental Housing Community Improvement Plan (CIP).

Moved by Deputy Mayor Suzanne Séguin,

THAT the matters be added to the Agenda.

**Carried**

**DISCLOSURE OF PECUNIARY INTEREST**

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

**PRESENTATIONS**

Kelly Martel, MHBC Planning Limited, to provide an update on the Town of Cobourg Affordable and Rental Housing Community Improvement Plan (CIP).

K. Martel of MHBC Planning Limited attended the meeting to present an update on the Town of Cobourg Affordable and Rental Housing Community Improvement Plan (CIP). After a question and answer period, K. Martel was excused from the meeting (6:30 P.M.).

**DELEGATIONS**

Meaghan Macdonald (Co-Chair), Kristina Nairn (Advocacy Subgroup Chair), and Rev. Neil Ellis, (Committee Member) of the Northumberland Affordable Housing Committee, regarding a response to the November 25, 2020 Delegation received by Council to present the current state of housing and homelessness in Northumberland County.

M. Macdonald, K. Nairn and N. Ellis attended the meeting to provide Council with a response to the November 25, 2020 Delegation received by Council to present the current state of housing and homelessness in Northumberland County. After a question and answer period, M. Macdonald, K. Nairn and Rev. Neil Ellis were excused from the meeting (6:49 P.M.).

**DELEGATION ACTIONS**

Delegation Action, Northumberland Affordable Housing Committee, regarding a response to the November 25, 2020 Delegation received by Council to present the current state of housing and homelessness in Northumberland County.

Moved by Councillor Nicole Beatty,

THAT Council receive the delegation from the Northumberland Affordable Housing Committee for information purposes; and

FURTHER THAT Council request that the Municipal Clerk to forward the NAHC's presentation to Northumberland County Community and Social Service, Cobourg Police Services and the Good Neighbours Coalition as follow through correspondence related to the November 25, 2019 Delegation received by Municipal Council.

**Carried**

**GENERAL GOVERNMENT SERVICES**

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

Memo from the Treasurer/Interim Chief Administrative Officer, regarding the 2019 Final Report on the Cancellation, Reduction or Refund of Taxes.

Moved by Deputy Mayor Suzanne Séguin,

THAT Council receive the second and final Property Tax Adjustment Report for 2019 and approve the reduction of property taxes in the amount of \$56,541.82:

Town of Cobourg	-\$ 23,754.54
County of Northumberland	-\$ 13,528.89
Education	-\$ 19,258.39
DBIA	-\$ NIL

**Carried**

Memo from the Treasurer/Interim Chief Administrative Officer, regarding the Town of Cobourg Annual Repayment Limit (ARL).

Moved by Deputy Mayor Suzanne Séguin,

THAT Council receive the Memo from the Treasurer/Interim Chief Administrative Officer and the letter from the Ministry of Municipal Affairs and Housing information purposes.

**Carried**

Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Municipal Modernization Program - Intake One (1) Town of Cobourg Municipal Service Delivery Review Project - Third Party Contractor Approval KPMG.

Moved by Deputy Mayor Suzanne Séguin,

THAT Council receive the report for information purposes; and

FURTHER THAT Council supports the Provincial investment in municipalities to undertake municipal service delivery expenditures by an independent third-party for the purpose of finding savings and efficiencies; and

FURTHER THAT Council enter into an agreement with KPMG to act as the Town's Third- Party Reviewer to review the Town of Cobourg's municipal service delivery expenditures for the purpose of finding savings and efficiencies as outlined within the Expression of Interest (EIO) submitted to the Provincial Government on December 5, 2019; and

FURTHER THAT Council endorse the provincial funding received as part of the Town's successful application in the amount of \$86,496.00 as part of the Municipal Modernization Program Intake 1 to be administered by KPMG and presented to Council by July/August 2020; and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and presented to Council at a regular Council meeting authorizing the Mayor and Municipal Clerk to enter into a Transfer Payment Agreement with the Province of Ontario for the Municipal Modernization Project.

**Carried**

Memo from the Municipal Clerk/Manager of Legislative Services, regarding the creation of a Deputy Clerk/Records Management Coordinator Position in the Legislative Services/Municipal Clerks Department.

Moved by Deputy Mayor Suzanne Séguin,

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

FURTHER THAT Council approve the creation of a permanent full-time position in the Legislative Services Department being, Deputy Clerk/Records Management Coordinator replacing the current Records and Committee Coordinator Title/Position.

**Carried**

Memo from the Interim Human Resources Manager, regarding the Certified Living Wage Employer Report for the Corporation of the Town of Cobourg.

Moved by Deputy Mayor Suzanne Séguin,

THAT Council receive the Living Wage Certification Report from the Interim Human Resources Manager for information purposes; and

FURTHER THAT since Council has not received any terms of reference for the Ontario Living Wage Network, more information be provided to Council about this organization and certification process, and any annual fees be referred for discussion in the 2021 budget.

**Carried**

Moved by Councillor Nicole Beatty,

Motion to Amend:

Northumberland Affordable Housing Committee, regarding a response to the November 25, 2020 Delegation received by Council to present the current state of housing and homelessness in Northumberland County.

**Defeated**

**PLANNING AND DEVELOPMENT SERVICES**

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

Memo from the Secretary of the Planning and Development Advisory Committee, regarding the Planning and Development Advisory Committee recommendation on the proposed Natural Waterfront Park- West Harbour.

Moved by Councillor Nicole Beatty,

THAT Council receive the recommendation from the Planning & Development Advisory Committee (PDAC) for information purposes.

**Carried**

Notice of Hearings of the Committee of Adjustment and Planning Staff Reports for the March 10, 2020 Committee of Adjustment Meeting regarding:

File No. A-01-20      Application for Minor Variance: 232 James Street East (Don Selyan for Sun Avenue Holdings Inc.)

File No. B-01-20      Application for Consent: 1111 Elgin Street West  
Nadim Kurji for Trinity Northumberland Inc.

Moved by Councillor Nicole Beatty,

THAT Council receive the Notices and Reports for information purposes.

**Carried**

**PUBLIC WORKS SERVICES**

*Chair, Councillor Darling - Public Works Services Coordinator*

Memo from the Director of Public Works regarding the execution of a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Stream - King Street West Structural Culvert Replacement.

Moved by Councillor Brian Darling,

THAT Council authorize the preparation of a bylaw to be endorsed and presented to Council for adoption at a Regular Council meeting to authorize the Mayor and Municipal Clerk to execute an agreement between the Town of Cobourg and Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs for the Investing in Canada Infrastructure Program (ICIP) Supplemental Rural and Northern Stream Infrastructure for the King Street West, Cobourg Structural Culvert Replacement Project.

**Carried**

Memo from the Manager of Environmental Services, regarding repairs to the Biosolids Holding Tanks (North and South) located at the Water Pollution Control Plant #1.

Moved by Councillor Brian Darling,

THAT Council approve the repairs to the Biosolids Holding Tanks at Plant #1 and authorize the work to be completed by Greatario Services at a cost of \$77,056.74 (price includes non-refundable HST) to be funded through the approved \$85,000 in the 2020 Environmental Services Capital Budget.

**Carried**

Letter of Resignation, Anneke Russell, Member of the Transportation Advisory Committee.

Moved by Councillor Brian Darling,

THAT Council accept with regret the resignation from Anneke Russell of the Transportation Advisory Committee and that a note of appreciation be sent to the member acknowledging her service to the community; and

FURTHER THAT the vacant position be advertised and a new member be recruited in accordance with the Town's policies and procedures.

**Carried**

**PARKS AND RECREATION SERVICES**

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

Memo from the Director of Community Services, regarding the evaluation of a citizen proposal for the Creation of a Natural Heritage Waterfront Park, located at the Ecology Garden, West Beach, West Headland and West Harbour, Cobourg Waterfront.

Moved by Councillor Emily Chorley,

THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council consider feedback on the report from the Willow Beach Field Naturalists at a future Meeting.

**Carried**

**PROTECTION SERVICES**

*Chair, Councillor Burchat - Protection Services Coordinator*

**ARTS, CULTURE AND TOURISM SERVICES**

*Chair, 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.*

<u>Unfinished Business Item</u>	<u>Meeting Date</u>	<u>Department/Division</u>	<u>Deadline Date</u>
Private Transportation Regulating By-law	01-27-20	Legislative Services	<u>Regular Council Meeting</u>
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>Feb 18, 2020</b>
Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).	02-12-19	Multiple Departments/ Organizations	<b>Feb 18, 2020</b>
Report on the proposed Natural Heritage Waterfront Park proposed by the Willow Beach Field Naturalist	11-04-19	Community Services	<b>March 9, 2020</b>
Staff Report outlining the process and requirements to become a Certified Living Wage Employer.	12-02-19	CAO	<b>Mar 9, 2020</b>
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	<b>March 30, 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	<b>Mar 2020</b>
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	<b>Apr 30, 2020</b>
Report and Accessible Transit Service Policy	01-27-20	Legislative Services/ Public Works	<b>June 1, 2020</b>
Staff Report on Innisfil Ridesharing Transit Model	01-27-20	Legislative Services/ Public Works	<b>June 22, 2020</b>
Report in response to the LUSI request regarding the Radio Frequency Water Meter Replacement Program.	01-06-20	CAO	<b>June 2020</b>
Revisions to the Long Service Recognition Policy from General Government Services.	09-23-19	Human Resources	<b>N/A</b>
Report on Animal Control Enforcement Operational Model. (JACMSB Withdrawal)	01-27-20	Legislative Services	<b>2020-2022</b>
Report regarding parking meters, violations and fines - on the feasibility of the suggestions provided in the delegation.	02-03-20	By-law Enforcement	<b>N/A</b>

## **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 (2) (b) of the Municipal Act, 2001, regarding:

<b>s. 239(2)(b)</b>	Personal matters about an identifiable individual, including municipal or local board employees: <ol style="list-style-type: none"><li><b>1. Civic Awards Committee Applications</b></li><li><b>2. Holdco Board Nominating Committee Recommendations</b></li></ol>
<b>s. 239(1)(c)</b>	A proposed or pending acquisition or disposition of land by the municipality or local board: <ol style="list-style-type: none"><li><b>1. Sale of Municipal Lands - Municipal Public Highway.</b></li></ol>

Council returned into Open Session at 8:36 P.M.

**ADJOURNMENT**

Moved by Deputy Mayor Suzanne Séguin,

THAT the Meeting Adjourn. (8:37 P.M).

**Carried**

---

Municipal Clerk