

	THE CORPORATION OF THE TOWN OF COBOURG
	COMMITTEE OF THE WHOLE MEETING REPORT
	Monday May 11, 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

1. Delegation, Dora Body, regarding a proposal for basic maintenance of the Garden while restrictions on the use of park facilities are in effect;
2. Delegation, Nancy Marshall and Steve Wilkes from Survivor Thrivers Dragon Boat Team, in response to the Lifesaving Society Safety Audit of the Harbour Staff Report;
3. Delegation, Monica Sheridan Alan Clough, Cobourg Yacht Club, in response to the Lifesaving Society Safety Audit of the Harbour Staff Report;

4. Memo from the Municipal Clerk/Manager of Legislative Services, regarding Victoria Park Beach, Cobourg – Temporary Closure Option for Council – COVID-19 Pandemic;
5. Notice from the Corporate Secretary, Town of Cobourg Holdings Inc., regarding the Town of Cobourg Holdings Inc. Shareholders Meeting Agenda for Thursday June 11, 2020;
6. Memo from the Director of Planning and Development, regarding an Application for Approval of a Pre-Servicing Agreement and Subdivision Agreement: East Village Phase 5 Subdivision, North West Corner of King Street East & Willmott Street. (JMCD Holdings Inc./Engage Engineering);
7. Memo from the Director of Public Works, regarding the dedicated Gas Funds for the Public Transportation Program, Town of Cobourg 2019 - 2020;
8. Memo from the Director of Public Works, regarding the passing of a By-law for the Temporary Alteration to Traffic Patterns on Mathew Street during the 2020 approved capital project for the reconstruction of Mathew Street;
9. Memo from the Assistant Manager, Waterfront Operations, regarding the Unfinished Business Item on a Response to the Delegation from Anglers (September 03, 2019);
10. Memo from the Municipal Clerk/Manager of Legislative Services, regarding the 2020 Cobourg Farmers Market Season – Curbside Pick-Up/E-Commerce Model; and
11. Closed Session pursuant to Section 239 (2) (b) a proposed or pending acquisition or disposition of land by the municipality or local board.

Moved by Deputy Mayor Suzanne Séguin,

THAT the matters be added to the agenda, with the exception of Item #9, being the memo from the Assistant Manager, Waterfront Operations, regarding the Unfinished Business Item on a Response to the Delegation from Anglers (September 03, 2019) to be referred to the June 1, 2020 Committee of the Whole Meeting.

Carried

DISCLOSURE OF PECUNIARY INTEREST

Councillor N. Beatty declared a Pecuniary Interest on Item IX #2 Public Works Services - Item 2 - Memo from the Director of Public Works regarding the passing of a By-law for the Temporary Alteration to Traffic Patterns on Mathew Street during the 2020 approved Capital Project for the reconstruction of Mathew Street, as Councillor Beatty lives on the current of Burke and Mathew Streets and parking and front access will be disrupted by the project, Councillor Beatty is a homeowner in the vicinity of the project and wished to not participate in the vote or conversation of the project.

PRESENTATIONS

DELEGATIONS

Dora Body, regarding a request from the Cobourg Ecology Gardeners' proposal for basic maintenance of the Garden while restrictions on the use of park facilities are in effect.

D. Body, Cobourg Resident, attended the meeting via Zoom Video Conference to discuss the request of the Cobourg Ecology Garden Group permission to start the basic maintenance of the Garden while restrictions on the use of park facilities are in effect.

After a question and answer period, D. Body was excused from the meeting (6:23 P.M.).

Nancy Marshall and Steve Wilkes from Survivor Thrivers Dragon Boat Team, in response to the Lifesaving Society Safety Audit of the Harbour Staff Report.

N. Marshall and S. Wilkes, of the Survivor Thrivers, attended the meeting via Zoom Video Conference to discuss and comment of the Lifesaving Society Safety Audit of the Harbour Staff Report.

After a question and answer period, N. Marshall and S. Wilkes were excused from the meeting (6:34 P.M.).

Delegation, Monica Sheridan and Alan Clough, Cobourg Yacht Club, in response to the Lifesaving Society Safety Audit of the Harbour Staff Report;

Monica Sheridan and Alan Clough, Cobourg Yacht Club, attended the meeting via Zoom Video Conference to discuss and comment of the Lifesaving Society Safety Audit of the Harbour Staff Report.

After a question and answer period, M. Sheridan and A. Clough, were excused from the meeting (6:44 P.M.).

DELEGATION ACTIONS

Delegation Action, D. Body, request from the Cobourg Ecology Gardeners' proposal for basic maintenance of the Garden while restrictions on the use of park facilities are in effect.

Moved by Councillor Emily Chorley,

THAT Council receive the delegation from Dora Body, Chair of the Cobourg Ecology Gardners' for information purposes; and

FURTHER THAT Council grant the Cobourg Ecology Gardners' permission to maintain the Ecology Garden while adhering to the Social Distancing Protocol as outlined in the delegation with a letter of permission provided to the Chair as requested.

Carried

GENERAL GOVERNMENT SERVICES

Chair, Deputy Mayor Séguin - General Government Services Coordinator

Memo from the Interim Chief Administrative Officer/Treasurer, regarding continued Financial Assistance in Response to the COVID-19 Pandemic.

Moved by Deputy Mayor Suzanne Séguin,

THAT Council approve the following measures be extended in order to continue to provide financial relief for taxpayers and residents of Cobourg:

1. Transit Services will continue to be provided at no charge until May 31, 2020 and that the current transit schedule as approved by Council on April 14, 2020 be continued.
2. Free Parking will continue to be provided in all Municipal Lots and at all Municipal Parking Meters until May 31, 2020.
3. Any Taxpayers on the pre-authorized payment plan with concerns about paying their next payment due June 10, 2020 may contact the Finance Department to discuss payment arrangements.

Carried

Memo from Adam Giddings, Manager of Regulatory Compliance and Finance, regarding the Draft Waterworks of the Town of Cobourg - 2019 Audited Financial Statements.

Moved by Deputy Mayor Suzanne Séguin,

THAT Council approve the draft audited financial statements for the Waterworks of the Town of Cobourg for the year ended December 31, 2019.

Carried

Notice from the Corporate Secretary, Town of Cobourg Holdings Inc., regarding the Town of Cobourg Holdings Inc. Shareholders Meeting Agenda for Thursday June 11, 2020.

Moved by Deputy Mayor Suzanne Séguin,

THAT Municipal Council receive the proposed resolutions as presented within the Shareholders Meeting Agenda; and

FURTHER THAT Council authorize the Interim Chief Administrative Officer who is delegated as the Shareholder representative to represent Municipal Council to support the proposed resolutions as presented in the Shareholders Meeting Agenda.

Carried

PLANNING AND DEVELOPMENT SERVICES

Chair, Councillor Beatty - Planning and Development Services Coordinator

Memo from the Director of Planning and Development , regarding an application for Site Plan Approval - Development Agreement: South/East Corner of New Amherst Blvd. & Charles Wilson Parkway James Fryett Architect Inc. (James Fryett & Shah Amiri) / New Amherst Ltd./New Amherst Homes.

Moved by Councillor Nicole Beatty,

THAT Council receive the memo from the Director of Planning and Development for information purposes; and

FURTHER THAT Council authorize the preparation of two (2) by-laws to be endorsed and presented to Council for adoption at a Regular Council Meeting to:

- i. By-law to authorize the Mayor and Municipal Clerk to execute a Development Agreement with New Amherst Ltd. and Lakefront Utility Services Inc. for a residential development consisting of one (1), 3-storey 6-plex building at the south-east corner of New Amherst Blvd. and Charles Wilson Parkway, subject to the finalization of details by municipal staff and applicable agencies; and,
- ii. By-law to remove the Holding (H) Symbol for the subject property.

Carried

Memo from the Planner 1 - Heritage, regarding the Downtown Cobourg Vitalization Community Improvement Plan (CIP) – Summary Report 2019 and Overall CIP Monitoring Program Summary (2016 – 2019).

Moved by Councillor Nicole Beatty,

THAT Council receive the memo for information purposes.

Carried

Memo from the Director of Planning and Development, regarding an Application for Approval of a Pre-Servicing Agreement and Subdivision Agreement: East Village

Phase 5 Subdivision, North West Corner of King Street East & Willmott Street. (JMCD Holdings Inc./Engage Engineering).

Moved by Councillor Nicole Beatty,

THAT Council receive the memo from the Director of Planning and Development 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 authorize the Mayor and Municipal Clerk to execute a Pre-Servicing Agreement and a Subdivision Agreement with JMCD Holdings Inc., Bank of Montreal and Lakefront Utility Services Inc. for the East Village Phase 5 subdivision development at the north-west corner of King Street East and Willmott Street, subject to the finalization of details by municipal staff and applicable agencies.

Carried

PUBLIC WORKS SERVICES

Chair, Councillor Darling - Public Works Services Coordinator

Memo from the Director of Public Works, regarding the dedicated Gas Funds for the Public Transportation Program, Town of Cobourg 2019 - 2020.

Moved by Councillor Brian Darling,

THAT Council authorize the Mayor and the Municipal Clerk to prepare and sign a supporting bylaw (attached) to ensure that the Town of Cobourg receives its payment for Gas Tax funding and the that funds are used to continue supporting local transportation services; and

FURTHER THAT the By-law be endorsed and be presented to Council for adoption at a Regular Council Meeting.

Carried

Memo from the Director of Public Works, regarding the passing of a By-law for the Temporary Alteration to Traffic Patterns on Mathew Street during the 2020 approved capital project for the reconstruction of Mathew Street.

Moved by Councillor Brian Darling,

THAT Council authorize the preparation of a by-law to be endorsed and be presented to Council for adoption at a Regular Council Meeting approve and to authorize the Director of Public Works to temporarily alter the direction of traffic flow on Mathew Street from a one-way to a two-way traffic pattern and that on-street parking shall not be permitted during the reconstruction of Mathew Street.

Carried

Councillor N. Beatty declared a Pecuniary Interest and did not participate in the vote or conversation of the Item or Action Recommended.

PARKS AND RECREATION SERVICES

Chair, Councillor Chorley - Parks and Recreation Services Coordinator

Memo from the Director of Community Services, regarding the Unfinished Business Item- Staff Report in response to the Lifesaving Society's Aquatic Safety Audit Report for the Town of Cobourg Harbour.

Moved by Councillor Emily Chorley,

THAT Council receive the memo from the Director of Community Services, dated April 30, 2020, for information purposes;

AND FURTHER THAT Council direct the staff memo, all delegation submissions, and the Lifesaving Society's Aquatic Safety Audit to the Parks & Recreation Advisory Committee for an assessment of each safety recommendation.

Carried

PROTECTION SERVICES

Chair, Councillor Burchat - Protection Services Coordinator

Memo from the Municipal Clerk/Manager of Legislative Services, regarding Victoria Park Beach, Cobourg – Temporary Closure Option for Council – COVID-19 Pandemic.

Moved by Councillor Aaron Burchat,

THAT Council provide direction to Staff with the following:

THAT Council direct Staff to remain with the status quo and continue with increased enforcement at the Cobourg Beach in order to continue to make sure residents and visitors are complying with Provincial Orders and complying with Physical Distancing Guidelines as set out by Federal, Provincial and Local Health Units; and

FURTHER THAT the Staff Report be referred to the Monday June 1, 2020 Committee of the Whole Meeting to be brought back for discussion by Council.

Carried

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 2020 Cobourg Farmers Market Season – Curbside Pick-Up/E-Commerce Model.

Moved by Councillor Adam Bureau,

THAT Council receive the report from the Municipal Clerk/Manager of Legislative Services 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 authorize the Mayor and Municipal Clerk to execute a lease agreement between the Cobourg Farmers Market and the Town of Cobourg for the use of the Albert Street Parking Lot for a portion of the 2020 Farmers Market Season to reflect the current COVID-19 Pandemic, utilizing a curbside pick-up/e-commerce as a temporary service delivery model to take effect on the date of this By-law passing to be held every Saturday beginning on Saturday May 23, 2020 through to December 21, 2020; and

FURTHER THAT a physical start date in the Farmer's Market permanent location at Rotary Harbour Front Park is still to be determined and shall be brought back to Council for approval once the Town of Cobourg facilities, and services are back to normal operations, and through ongoing and continuous discussion with the Cobourg Farmers Market Association.

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

<u>Unfinished Business Item</u>	<u>Meeting Date</u>	<u>Department/Division</u>	<u>Deadline Date</u>
<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>
<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

Closed Session

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

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

1. Potential Municipal Property Lease Agreement - Northam Industrial Park - Building #17.
2. Municipal Property Lease Agreement – Correspondence from Tenant.

Carried

ADJOURNMENT

Moved by: Councillor Darling,

THAT the Meeting Adjourn (9:53 P.M.)

Municipal Clerk