

	<p align="center">THE CORPORATION OF THE TOWN OF COBOURG</p>
	<p align="center">COMMITTEE OF THE WHOLE MEETING REPORT</p>
	<p align="center">May 13, 2019 Council Chambers, Victoria Hall, Cobourg</p>

The Cobourg Municipal Council's Committee of the Whole met this afternoon 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: Stephen Peacock, Chief Administrative Officer
Ian Davey, Treasurer/Director of Corporate Services
Dean Hustwick, Director of Community Services
Rob Franklin, Manager of Planning Services
Terry Hoekstra, Manager of Engineering and Capital Projects
Brent Larmer, Municipal Clerk/Manager of Legislative Services

CALL TO ORDER

Mayor John Henderson called the meeting to order (6:00 P.M.).

The Mayor requested that Council participate in a moment of silence to reflect and pay respect to Mr. Bill Patchett, long time Cobourg resident and community builder, who passed away on Friday, May 10, 2019.

AGENDA ADDITIONS

1. Memo from the Director of Public Works requesting approval to open the Single Bid received for the Bench and Transit Shelter Advertising Request for Proposal (RFP) (CO-19-05 ENG).
2. Delegation from Bart Spiewak and Mandy Lee, Green Canoe Outfitters (GCO), requesting to enter into a profit sharing agreement with the Town of Cobourg to operate their seasonal rental kiosk directly on the public beach for the 2019 season on the east end of Victoria Park Beach.

3. Delegation from Paul Pagnuelo, Cobourg Tax Payers Association, regarding Municipal Council Remuneration.
4. Delegation from Ashley Bouman, on behalf of PFLAG Cobourg/Port Hope Chapter and Cobourg Queer Collective, regarding the mounting of the rainbow flag at Victoria Hall on Monday, June 3, 2019 in celebration and recognition of Pride Month.
5. Delegation from Gerald Walker, Cobourg Resident, in response to the March 28, 2019 Municipal Ombudsman Report - Complaint 02-2018.
6. Memo from John Ewart, Town of Cobourg Municipal Ombudsman, regarding a Town of Cobourg Ombudsman Complaint, dated May 9, 2019.

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

AMENDMENT:

Moved by Councillor Emily Chorley, THAT the following be added, except for Item 6; being a Memo from John Ewart, Town of Cobourg Municipal Ombudsman Complaint dated May 9, 2019; and

FURTHER THAT the Ombudsman report be added to the Agenda for the Committee of the Whole meeting on June 3, 2019 to allow time for Council and the public to consider and respond to the report.

Carried

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

FURTHER THAT the following be added, except for Item 6; being a Memo from John Ewart, Town of Cobourg Municipal Ombudsman Complaint dated May 9, 2019; and

FURTHER THAT the Ombudsman report be added to the Agenda for the Committee of the Whole meeting on June 3, 2019 to allow time for Council and the public to consider and respond to the report.

Carried

DISCLOSURE OF PECUNIARY INTEREST

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

PRESENTATIONS

Adam McCue, Manager of Environmental and Technical Services, County of Northumberland, regarding the Changes to Roadside Waste Collection Services in the Town of Cobourg.

A. McCue attended the meeting to discuss changes regarding roadside waste collection services in the Town of Cobourg. After a question and answer period, A. McCue was excused from the meeting (6:24 P.M.).

DELEGATIONS

Bart Spiewak on behalf of Green Canoe Outfitters (GCO), requesting to enter into a profit sharing agreement with the Town of Cobourg to operate their seasonal rental kiosk directly on the public beach for the 2019 season on the east end of Victoria Park Beach.

B. Spiewak attended the meeting to discuss a request for the Town of Cobourg to enter into a profit sharing agreement to operate the GCO's seasonal rental kiosk directly on the public beach for the 2019 season on the east end of Victoria Park Beach. After a question and answer period, B. Spiewak was excused from the meeting (6:40 P.M.).

Paul Pagnuelo, Cobourg Tax Payers Association, regarding Municipal Council Remuneration.

P. Pagnuelo attended the meeting to discuss Council's remuneration. After a question and answer period, P. Pagnuelo was excused from the meeting (7:02 P.M.).

Ashley Bouman, on behalf of PFLAG Cobourg/Port Hope Chapter and Cobourg Queer Collective, regarding the mounting of the rainbow flag at Victoria Hall on Monday, June 3, 2019 in celebration and recognition of Pride Month.

A. Bouman attended the meeting to request the mounting of the rainbow flag at Victoria Hall on Monday, June 3, 2019 in celebration and recognition of Pride Month. After a question and answer period, A. Bouman was excused from the meeting (7:10 P.M.).

Gerald Walker, Cobourg Resident, in response to the March 28, 2019 Municipal Ombudsman Report - Complaint 02-2018.

G. Walker attended the meeting to discuss the March 28, 2019 Municipal Ombudsman Report - Complaint 02-2018. After a question and answer period, G. Walker was excused from the meeting (7:17 P.M.).

DELEGATION ACTIONS

Delegation, Bart Spiewak and Mandy Lee, on behalf of Green Canoe Outfitters (GCO), requesting to enter into a profit sharing agreement with the Town of Cobourg to operate their seasonal rental kiosk directly on the public beach for the 2019 season on the east end of Victoria Park Beach.

Moved by Councillor Emily Chorley, THAT Council receive the delegation from Bart Spiewak of Green Canoe Outfitters for information purposes; and

FURTHER THAT Council permit Green Canoe Outfitters to locate their seasonal kiosk at Victoria Park Beach for kayak and paddle board rentals for a trial period from June 28 - September 2, 2019; and

FURTHER THAT Council instructs the CAO to negotiate and draft a Memorandum of Understanding (MOU) between Green Canoe Outfitters and the Town of Cobourg that includes:

- the size and location of the kiosk;
- operating hours;
- permitted promotional signs and flags;
- required insurance coverage; and
- details of the financial agreement and payment schedule; and

FURTHER THAT the MOU is presented to Council for final approval by June 3, 2019; and

FURTHER THAT Council instructs staff to draft a report assessing the outcome of the trial period by November 25, 2019; and

FURTHER THAT the staff report outlines an open application process for the provision of kayak and paddle board rentals from Victoria Beach in 2020, pending the success of the 2019 trial period.

Carried

Delegation, Ashley Bouman, on behalf of PFLAG Cobourg/Port Hope Chapter and Cobourg Queer Collective, regarding the mounting of the rainbow flag at Victoria Hall on Monday, June 3, 2019 in celebration and recognition of Pride Month.

Moved by Councillor Adam Bureau, THAT Council accept the delegation and mount the pride flag on Victoria Hall for the month of June 2019 and have a ceremony to be held on June 3, 2019; and

FURTHER THAT Council proclaim June as the official pride month in the Town of Cobourg each year with a celebration in front of Victoria Hall; and

FURTHER THAT Council approve the pride flag be mounted on Victoria Hall every month of June for the 2018-2022 Municipal Council Term.

Carried

GENERAL GOVERNMENT SERVICES

Chair, Deputy Mayor Séguin - General Government Services Coordinator

Memo from John Ewart, Town of Cobourg Municipal Ombudsman, regarding a Town of Cobourg Ombudsman Complaint 02-2018, dated March 28, 2019.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the Municipal Ombudsman report for information purposes; and receive the response to the Ombudsman Report from Gerald Walker, Cobourg citizen, for information purposes; and

FURTHER THAT Council direct staff to review the Town of Cobourg Public Comment and Complaint Policy (LEG-ADM19) and prepare a report with recommendations for enhancing the policy and overall public complaint process by September 23, 2019.

Carried

Motion from May 22, 2018, regarding the Municipal Council Remuneration review of the Council Remuneration Ad Hoc Committee Report, Cobourg Taxpayers Association Report on Council Remuneration and Ben Burd, Cobourg Resident submission regarding Municipal Council Remuneration.

Moved by Deputy Mayor Suzanne Séguin, THAT Council set the salary for members of Council as follows effective January 1, 2020 and pending approval in the 2020 Operating Budget:

- that the position of Mayor be set at \$48,100;
- that the position of Deputy Mayor be set at \$38,480;
- that the position of Municipal Councillor be set at \$33,670; and

FURTHER THAT a formal review of Council remuneration takes place in the third year of every Council's term of office by a method of Council's choosing; and

FURTHER THAT no changes be made to the current benefits provided to the Mayor and Members of Council; and

FURTHER THAT compensation adjustments for the Mayor, Deputy Mayor and Members of Council continue to be maintained with the annual CPI adjustments as a yearly increase to the Council Remuneration effective July 1st each year as stated in the current provision of the Council Remuneration By-law; and

FURTHER THAT effective immediately the method of calculating Police Services Board remuneration is changed as follows:

- Police Services Board remuneration is no longer calculated as a percentage of the salary established for Town of Cobourg Councillors;
- Police Services Board remuneration is established at current levels for the Board Chair (\$8,236) and Board Members (\$6,589);
- Police Services Board remuneration is subject to an annual Ontario Consumer Price Index (CPI) adjustment effective July 1st each year; and
- Council will review the Police Services Board remuneration during the third year of every Council's term of office by a method of Council's choosing.

Carried

Councillor Nicole Beatty, Coordinator of Planning and Development Services, regarding a traditional land acknowledgement statement to be read at the beginning of all Municipal Council Meetings.

Moved by Deputy Mayor Suzanne Séguin, THAT Council adopt a traditional land acknowledgement statement to be read at the beginning of its meetings; and

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.

Carried

PLANNING AND DEVELOPMENT SERVICES

Chair, Councillor Beatty - Planning and Development Services Coordinator

Memo from the Municipal Clerk, regarding the Municipal Financial Support Policy for Affordable and Rental Housing - Templeman LLP, Comprehensive Review of Options.

Moved by Councillor Nicole Beatty, THAT Council receive the memorandum from Templeman LLP, Town of Cobourg Municipal Solicitors resulting from the April 1, 2019 Staff report and April 8, 2019 Council Resolution providing for an understanding of the Municipal Financial Report Policy for Affordable and Rental Housing for information purposes.

Carried

Memo from the Senior Planner - Development, regarding an Application for Site Plan Approval - Development Agreement: 96 University Avenue East, Rollins Investments Inc.

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 Development Agreement with Rollins Investments Inc. and Lakefront Utility Services Inc. for a residential condominium development consisting of four (4) single storey, multi-unit buildings with a total of ten (10) dwelling units on the Subject Property, subject to the finalization of details by municipal staff and applicable agencies.

Carried

Councillor Nicole Beatty, Coordinator of Planning and Development Services, regarding the property located at 411 King Street East (Sidbrook).

Moved by Councillor Nicole Beatty, THAT Council direct Staff to provide a detailed plan on how the Town of Cobourg could execute the Property Standard Order on 411 King Street East, Cobourg.

Carried

Notice of Committee of Adjustment Hearings to be held on Tuesday, May 14, 2019 and Memos from the Senior Planner - Development, regarding:

1. File No. B-03-19, 866 Ontario Street (Anthony and Cathy Ritchie);
2. File No. B-04/19, B-05/19, B-06/19, 271 Clyde Street, Cobourg (Clark Consulting Services on behalf of Jana Ewart); and
3. File No. B-07/19, B-08/19, B-09/19, Lots 107-111, Plan 39M-901 (729-737 Wilkins Gate, Cobourg), (New Amherst Ltd.).

Moved by Councillor Nicole Beatty, THAT Council receive the Notice of Hearings of the Committee of Adjustment for information purposes and endorse the comments of the Planning Department.

Carried

Memo from the Secretary, Cobourg Heritage Advisory Committee, regarding a Heritage Permit Application for the demolition and re-construction of the detached dwelling on the subject property of 11 Park Street, Cobourg.

Moved by Councillor Nicole Beatty, THAT Council endorse the recommendation of the Cobourg Heritage Advisory Committee and grant Heritage Permit HP-2019-013 to permit the demolition and re-construction of the detached dwelling on the subject property of 11 Park Street, Cobourg, subject to the finalization of details with Planning and Heritage staff.

Carried

Memo from the Secretary, Cobourg Heritage Advisory Committee, regarding a Heritage Permit Application for a new portico roof addition at 208 Albert Street, Cobourg.

Moved by Councillor Nicole Beatty, THAT Council endorse the recommendation of the Cobourg Heritage Advisory Committee and grant Heritage Permit HP-2019-014 to permit a new portico roof over the rear entrance of the subject building at 208 Albert Street, Cobourg, subject to the finalization of details with Planning and Heritage staff.

Carried

Memo from the Secretary, Cobourg Heritage Advisory Committee, regarding a Heritage Permit Application for a new deck extension and entrance modification at 122 Albert Street, Cobourg.

Moved by Councillor Nicole Beatty, THAT Council endorse the recommendation of the Cobourg Heritage Advisory Committee and grant Heritage Permit HP-2019-015 to permit a new deck extension and entrance modification at the subject property of 122 Albert Street, Cobourg, subject to the finalization of details with Planning and Heritage staff.

Carried

Memo from the Secretary, Cobourg Heritage Advisory Committee, regarding a request to form a Sub-Committee to prepare and plan for the annual Heritage Event occurring in the fall of 2019.

Moved by Councillor Nicole Beatty, THAT Council approve the request of the Cobourg Heritage Advisory Committee and permit the establishment of a Sub-Committee to prepare and plan for the annual Heritage Event to take place in the fall of 2019; and

FURTHER THAT Council direct the Sub-Committee to coordinate with Heritage Staff on the annual Heritage Event.

Carried

PUBLIC WORKS SERVICES

Chair, Councillor Darling - Public Works Services Coordinator

Memo from the Director of Public Works, regarding a Joint Application for Public Transit Funding with the Municipality of Port Hope.

Moved by Councillor Brian Darling, THAT Council endorse a joint application to enter into a project partnership agreement with the Municipality of Port Hope for the Investing in Canada Infrastructure Program - Public Transit Stream.

Carried

Memo from the Manager of Environmental Services, regarding a response to the Water and Wastewater Rate By-law Exemption Request from Suzanne Morrow, Cobourg Resident.

Moved by Councillor Brian Darling, THAT Council respectfully deny the exemption request to the Water and Wastewater Rate By-law on the basis that an exemption to the sewer rate, for a non-industrial user is not currently permitted under By-law No.007-2019; and

FURTHER THAT Council direct that By-law No.007-2019 be sent to the By-law Review Team for review.

Carried

Memo from the Director of Public Works requesting approval to open the Single Bid received for the Bench and Transit Shelter Advertising Request for Proposal (RFP). (CO-19-05 ENG).

Moved by Councillor Brian Darling, THAT Council direct Staff to open and evaluate the single bid received for the Bench and Transit Shelter Advertising RFP; and

FURTHER THAT Staff prepare a report to Council providing a recommendation to accept or reject the received bid for Municipal Council Approval.

Carried

PARKS AND RECREATION SERVICES

Chair, Councillor Chorley - Parks and Recreation Services Coordinator

Councillor Beatty, Coordinator of Planning and Development, regarding a licensed waterfront patio at the Cobourg Beach Canteen Courtyard.

Moved by Councillor Emily Chorley, THAT Council direct staff to prepare a report outlining options for the operations of a licensed waterfront patio at the Cobourg Beach Canteen Courtyard for Council to consider by June 3, 2019.

AND FURTHER THAT the Staff report include the following scenarios as potential options:

1. A licensed waterfront patio operated by Town Staff;
2. A licensed waterfront patio leased out by the Town and operated in partnership with local restaurants; and
3. A licensed waterfront patio operated by a third party event organizer.

Defeated

PROTECTION SERVICES

Chair, Councillor Burchat - Protection Services Coordinator

Correspondence from the Northumberland County Archives, regarding a request to approve signs for the 'Doors Open Northumberland' event throughout the Town of Cobourg on May 20 - June 3, 2019 and June 1-2, 2019.

Moved by Councillor Aaron Burchat, THAT Council grant the request from Northumberland County Archives on behalf of 'Doors Open Northumberland' for an exemption to Sign By-law (008-2009), as amended, to post fifteen (15) coroplast signs that are 16" x 24" from May 20 - June 3, 2019 and five (5) lawn signs that are 31" x 23" from June 1 - June 2 on participating venues' premises be approved, subject to the finalization of details by Building Department Staff and the issuance of a Sign Permit.

Carried

Correspondence from Petra Dettmann, Chair of Northumberland Hills Studio Tours regarding a request for an exemption to the Sign By-law (No.008-2009) for the Northumberland Hills Studio Tour to assist in identifying Cobourg Artists participating in the Tour during the month of September.

Moved by Councillor Aaron Burchat, THAT Council grant the request from Petra Dettmann for an exemption to the Sign By-law (008-2009), as amended, to erect a total of two (2) Lawn Signs per artist two (2) weeks prior to the event and two (2) Lawn Signs during the event dates to provide direction for the Tour, subject to the finalization of details by the Building Department Staff and the issuance of a Sign Permit.

Carried

ARTS, CULTURE AND TOURISM SERVICES

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

Memo from the Community Events Coordinator, regarding the Northumberland Turkey Trot (NTT) Municipal Event to take place on Monday, October 14, 2019, at the Cobourg Conservation Area.

Moved by Councillor Adam Bureau, THAT Council approve the Northumberland Turkey Trot to take place on Monday, October 14, 2019 at the Cobourg Conservation Area in support of the YMCA Strong Communities Campaign.

Carried

Memo from the Community Events Coordinator, regarding the Ontario Guild of Town Criers Provincial Championship Event occurring on Saturday, June 1, 2019.

Moved by Councillor Adam Bureau, THAT Council approve the Ontario Guild of Town Criers Provincial Championship to be held on Saturday, June 1, 2019 in the Esplanade Park, Cobourg.

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.

- 08-13-18 Petition excessive vehicular traffic and speeding on Monroe Street, Cobourg (Public Works)
- 09-24-18 Delegation Action, regarding a community proposal to revitalize waterfront waste disposal bins
- 09-24-18 Cobourg Planning and Sustainability Advisory Committee Motion, regarding the future management of sustainability in the Town of Cobourg
- 11-26-18 Memo from John Ewart, Town of Cobourg Municipal Ombudsman, regarding a Town of Cobourg Ombudsman Complaint 1-2018. (Legislative Department)
- 01-28-19 Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing by June 2019 (Legislative Department)
- 02-19-19 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 by November 25, 2019. (Legislative Department)
- 02-25-19 Update the Capital Sidewalk Extension Program Priority Guidelines to reflect actual walking/driving distances for Northwood Drive by September 30, 2019 (Public Works)
- 03-11-19 Staff Report regarding the revision of the CIP Evaluation Committee, including its Terms of Reference by May 31, 2019
- 04-01-19 Staff Report reviewing the impacts of the Traffic Study for Lower Division Street/Esplanade Area by October 15, 2019 (Public Works)
- 04-01-19 Staff Report reviewing the impacts of the Traffic Study for Condo. Corp.#58- 148 Third Street (Public Works)
- 04-08-19 Correspondence from Dorothy Pearce, regarding a Sign By-law (008-2009) exemption for 805 William Street, Cobourg (Building Department)
- 04-23-19 CAO to develop a Municipal Council a Strategic Plan Action Report that sets out work, costs, timelines and Division/Department resources required for the 2019 – 2022 Council Strategic Plan Implementation by July 22, 2019

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

Moved by Councillor Adam Bureau, THAT the meeting adjourn. (8:58 P.M.)

Carried

Municipal Clerk