

	<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>

<u>Report on Animal Control Enforcement Operational Model. (JACMSB Withdrawal)</u>	<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>

**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