

	THE CORPORATION OF THE TOWN OF COBOURG
	COMMITTEE OF THE WHOLE MEETING REPORT
	Tuesday February 20, 2018 Council Chambers, Victoria Hall, Cobourg

The Cobourg Municipal Council's Committee of the Whole met this evening at 4:00 p.m. in the Council Chambers, Victoria Hall, Cobourg with the following persons in attendance:

Mayor G.M. Brocanier
 Deputy Mayor J. Henderson
 Councillor B. Darling
 Councillor F. Rowden
 Councillor D. McCarthy
 Councillor A. Burchat
 Councillor S. Séguin
 Chief Administrative Officer S. Peacock
 Director of Corporate Services I.D. Davey
 Director of Planning and Development G.J. McGlashon
 Director of Public Works B. Thrasher
 Director of Recreation and Culture D. Hustwick
 Municipal Clerk B. Larmer

Mayor Gil Brocanier called the meeting to order.

AGENDA ADDITIONS

A Memo from the Chief Administration Officer, regarding the Development Charges Rebate Program, a letter from Miriam Mutton, Cobourg resident, regarding the 2018 Municipal Budget and the Kerr Street Lay-By Project and delegation from John Lee and Laurel Clarry, Phoenix Genesis, regarding the Downtown Cobourg Vitalization Plan 2017 (CIP), second intake reconsideration of 77 Albert Street, Cobourg and 38 Albert Street, Cobourg.

Moved by Councillor Darling: THAT the matters be added to the Agenda.

Carried

DISCLOSURE OF PECUNIARY INTEREST

PRESENTATIONS

Ashley Purdy, Communications Manager, Mike Vilneff, Cobourg Fire Chief and Gene Thompson, Deputy Fire Chief regarding 'This is Cobourg' featuring the Cobourg Fire Department.

A. Purdy and Deputy Fire Chief G. Thompson, provided to Council 'My Cobourg' a department overview and highlight of the Cobourg Fire Department and their role within the community.

Deputy Fire Chief arrived at 5:00 P.M

After a question and answer period A. Purdy and G. Thompson were excused from the meeting (5:25 p.m.).

Moved by Councillor McCarthy: THAT Council table the 'This is Cobourg' featuring the Cobourg Fire Department presentation until the Deputy Fire Chief G. Thompson is present at the Committee of the Whole Meeting.

Carried

DELEGATIONS

Robert Washburn, Professor in the Journalism Program at Loyalist College, requesting waiver of the fees associated with the Concert Hall to hold a public meeting regarding the state of local news in West Northumberland.

Robert Washburn attended the meeting to discuss the public meeting regarding the state of local news in West Northumberland and the waiving of fees for the use and rental of the Concert Hall to Council as attached hereto as [Appendix 'A'](#) and [Appendix 'AA'](#).

After a question and answer period R. Washburn was excused from the meeting (4:20p.m.).

John Lee and Laurel Clarry, Phoenix Genesis, regarding the Downtown Cobourg Vitalization Plan 2017 (CIP), second intake reconsideration of 77 Albert Street, Cobourg and 38 Albert Street, Cobourg.

After a question and answer period J. Lee and L. Clarry were excused from the meeting (4:35 p.m.).

DELEGATION ACTIONS

Request from R. Washburn regarding the waiver of the fees associated with the Concert Hall to hold a public meeting regarding the state of local news in West Northumberland.

Moved by Councillor Darling: THAT Council grant the request to Robert Washburn for the waiver of the fees associated with the rental of the Concert Hall, including any security or set up fees to hold a public meeting regarding the state of local news in West Northumberland; and

FURTHER THAT Council request a report be brought back to Council by the user group outlining the success and outcome of the meeting, using the approved Municipal Community Grant Report Form.

Carried

ECONOMIC DEVELOPMENT SERVICES

Chair, Mayor Brocanier - Economic Development Services Coordinator

GENERAL GOVERNMENT SERVICES

Chair, Deputy Mayor Henderson - General Government Services Coordinator

Memo from the Chief Administration Officer, regarding the Development Charges Rebate Program.

Councillor Darling presented and explained the report from the Chief Administrative Officer attached hereto as [Appendix 'B'](#).

Moved by Councillor Darling: THAT Council authorize the submission of an Expression of Interest for the Ontario Ministry of Housing Development Charges Rebate Program; and

FURTHER THAT Council designate the County of Northumberland as program administrator and Service Manager; and

FURTHER THAT Council authorize Northumberland County as Service Manager to submit, on its behalf, an Expression of Interest to the Ontario Ministry of Housing (MHO); and

FURTHER THAT Council authorizes the County of Northumberland, as program Service Manager, to enter into a Transfer Payment Agreement with the Ontario Ministry of Housing (MHO) on the Town of Cobourg's behalf.

Carried

Memo from the Treasurer/Director of Corporate Services regarding the Cancellation, Reduction or Refund of Taxes, 2017 Final Report.

Councillor presented and explained the report from the Treasurer/Director of Corporate Services as attached hereto as [Appendix 'C'](#)

Moved by Councillor Darling: THAT Council approve the reduction of property taxes in the amount of \$44,703.72 the balance to be shared with the County and School Boards on the following basis:

Town of Cobourg	\$(19,992.65);
County of Northumberland	\$(11,375.35);
Education	\$(11,938.74);
DBIA	\$(1,396.98).

Carried

Letter from Louise Fradet-Clark, Event Coordinator, Big Brothers Big Sisters of Northumberland, requesting that Municipal Council proclaim Saturday March 3, 2018 as 'Bowl for Kids Sake Day' in the Town of Cobourg.

Councillor Darling presented and explained the letter from L. Fradet-Clark, Big Brothers Big Sisters of Northumberland as attached hereto as [Appendix 'D'](#).

Moved by Councillor Darling: THAT Council proclaim Saturday March 3, 2018 as 'Bowl for Kids Sake Day' in the Town of Cobourg at the request of Big Brothers Big Sisters of Northumberland.

Carried

Memo from the Municipal Clerk/Manager of Legislative Services regarding the Advisory Committees of Council Policy and Procedure for the Town of Cobourg.

Councillor Darling presented and explained the report from the Municipal Clerk/Manager of Legislative Services as attached hereto as [Appendix 'E'](#).

Moved by Councillor Darling: THAT Council adopt the 'Advisory Committees of Council Policy and Procedure' to outline the roles and responsibilities of Committee Members, Municipal Council and Staff based on fair and equitable approach and process for the establishment and operation of advisory committees in the Town of Cobourg as outlined in the policy attached to this report as Appendix "A".

Carried

Letter from Adam Bureau, Chair of the Cobourg Downtown Business Improvement Area Board of Management, regarding a request for the waiver of rental fees for the Cobourg Market Building and Victoria Hall, Cobourg for DBIA public and private events.

Councillor Darling presented and explained the letter from A. Bureau Chair of the Cobourg Downtown Business Improvement Area Board of Management as attached hereto as [Appendix 'F'](#).

Moved by Councillor Darling: THAT Council receive the letter for information purposes; and

FURTHER THAT Council grant the request for the waiver of rental fees for the Cobourg Market Building and Victoria Hall as requested by the Cobourg DBIA, for four (4) events listed on the correspondence letter received by Council.

Carried

PARKS AND RECREATION SERVICES

Chair, Councillor Darling - Parks and Recreation Services Coordinator

Letter of resignation from Ken Jansen, Parks and Recreation Advisory Committee Member.

Councillor Darling presented with regret the letter from K. Jansen former Parks and Recreation Advisory Committee Member.

Moved by Councillor Darling: THAT Council receive the letter of resignation with regret.

Carried

Memo from the Secretary of the Parks and Recreation Advisory Committee, regarding the renaming of the Langevin Headlands/Pier and the naming of the East Pier in the Town of Cobourg.

Councillor Darling presented and explained the memo from the Secretary of Parks and Recreation as attached hereto as [Appendix 'G'](#).

Moved by Councillor Darling: THAT Council support the recommendation from the Parks and Recreation Advisory Committee that the Langevin Headland Pier follow the newly adopted Municipal Naming Policy process; and

FURTHER THAT the East Pier proceed through the Municipal Naming Policy application process; and

FURTHER THAT the renaming process and procedure be delayed until after the Waterfront Detailed Design Study is complete.

Carried

PUBLIC WORKS SERVICES

Chair, Councillor Rowden - Public Works Services Coordinator

Memo from the Engineering Technician, regarding a by-law to assume the Parkview Hills Phases one (1) and two (2) Ashland Drive and Parkview Hills Drive, Cobourg.

Council Rowden presented and explained the memo from the Engineering Technician and the draft by-law as attached hereto as [Appendix 'H'](#) and [Appendix 'HH'](#).

Moved by Councillor Rowden: THAT the by-law be endorsed and be presented to Council for adoption at a Regular Council Meeting.

Carried

Letter from Miriam Mutton, Cobourg resident, regarding the 2018 Municipal Budget and the Kerr Street Lay-By Project.

Councillor Rowden presented and explained the letter from M. Mutton as attached hereto as [Appendix 'I'](#).

Moved by Councillor Rowden: THAT Council receive the letter for information purposes.

Carried

PROTECTION SERVICES

Chair, Councillor McCarthy- Protection Services Coordinator

PLANNING AND DEVELOPMENT SERVICES

Chair, Councillor Burchat - Planning and Development Services Coordinator

Notice of Hearing of the Committee of Adjustment including Planning Staff Report:

File No: B-01/18, B-02/18, B-03/18

271 Clyde Street, Cobourg
(Clark Consulting Services) (Ewart).

Councillor Burchat presented and explained the Notice of hearing of the Committee of Adjustment and the corresponding Staff Report as attached hereto as [Appendix 'J'](#) and [Appendix 'JJ'](#).

Moved by Councillor Burchat: THAT Council receive the Notice of Hearing of the Committee of Adjustment and endorse the comments of the Planning Staff.

Carried

Motion from the Secretary, Cobourg Heritage Advisory Committee regarding a Heritage Permit Application, 107 King Street West Cobourg (Khederzadeh, Sky Solar Holdings on behalf of the Town of Cobourg) (HP-2018-003).

Councillor Burchat presented and explained the memo from the Secretary of the Cobourg Heritage Advisory Committee and the Staff Report as attached hereto as [Appendix 'K'](#) and [Appendix 'KK'](#).

Moved by Councillor Burchat: THAT Council endorse the recommendation of the Cobourg Heritage Advisory Committee and grant a Heritage Permit (#HP-2018-003) as submitted by Hamidreza Khederzadeh of Sky Solar Holdings on behalf of the Town of Cobourg in partnership with Cobourg Police Service and Lakefront Utilities for the following scope of work at the Cobourg Police Station at located at 107 King Street West, Cobourg:

1. A carport structure with two parking spaces with solar panels on the roof of the carport;
2. Two EV charging stations for vehicle charging;

Subject to the finalization of details by staff.

Carried

Memo for the Planner I, Heritage, regarding the Downtown Cobourg Vitalization Plan 2017 (CIP), second intake reconsideration of 77 Albert Street, Cobourg and 38 Albert Street, Cobourg.

Councillor Burchat presented and explained the memo form Planner I, Heritage as attached hereto as [Appendix 'L'](#).

Moved by Councillor Burchat: THAT Council refer the matter back to the Cobourg Vitalization Plan (CIP) Evaluation Committee to re-evaluate the CIP applications for 77 Albert St and 38 Covert St once the requested information has been submitted by the applicant, with a follow-up report to be provided to Council at the conclusion of this process.

Carried

COMMUNITY SERVICES

Chair, Councillor Séguin- Community 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. 079-2017.

- 06-05-17 Sidewalk installations Policy/Priority list (Public Works)
- 08-21-17 Traffic Study Lower Division Street/Esplanade Area (Public Works)
- 08-21-17 MOU between YMCA Northumberland and the Town of Cobourg
(Parks and Recreation)
- 10-02-17 West Pier Renaming (Parks and Recreation Committee)
- 10-10-17 Traffic/Parking Concerns Condo. Corp.#58- 148 Third Street
(Public Works)
- 10-23-17 East Pier Renaming (Keeler) (Parks and Recreation Committee)
- 01-08-18 Barrier Free Parking Spaces Report (Public Works)
- 01-29-18 Lawn Bowling Request for Heritage Permit Permission (Planning)

CLOSED SESSION

ADJOURNMENT

THAT the meeting adjourn (5:30p.m.).

Carried

Municipal Clerk