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|  | <b>THE CORPORATION OF THE TOWN OF COBOURG</b>                        |
|   | <b>DRAFT</b> REGULAR COUNCIL<br>MEETING MINUTES                      |
|   | Monday, February 3, 2020<br>Council Chambers, Victoria Hall, Cobourg |

A Regular meeting of the Cobourg Municipal Council was held this evening 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  
Laurie Wills, Director of Public Works  
Dean Hustwick, Director of Community Services  
Rob Franklin, Manager of Planning 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.).

### **MOMENT OF REFLECTION**

The Mayor asked that Council and those in the Public Gallery to stand if able and join Municipal Council in a Moment of Silence.

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**ADDITIONS TO THE AGENDA**

Delegation, Lindsey Edwards, regarding the Summer Social 4 Shelter Events.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat:

THAT the matter be added to the Agenda.

013-20

**Carried**

**DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST**

No Declarations of Pecuniary Interest were declared by Members of Council.

**ADOPTION OF MINUTES OF THE PREVIOUS MEETING**

Adoption of the January 13, 2020 Regular Council Meeting Minutes.

Moved by Deputy Mayor Suzanne Séguin,, Seconded by Councillor Brian Darling:

THAT Council adopt the Minutes of the Regular Council meeting held on January 13, 2020.

014-20

**Carried**

**PRESENTATIONS**

David Piccini, MPP for Nothumberland-Peterborough South, regarding updates on the OCIF Funding, the Municipal Modernization Funding, the ICIP CCR Stream, the Ministry of Solicitor General's Court Security and Prisoner Transportation Grant and ROMA.

D. Piccini, attended the meeting on behalf of the Province of Ontario, to present an update from the Province and provide an overview of the various Provincial Funding Streams the Town of Cobourg receives annually and have applied for in 2019 and 2020.

After a question and answer period, D. Piccini was excused from the Meeting (6:11 P.M.).

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**DELEGATIONS**

Judy Sherwin, Cobourg Resident, regarding parking meters, violations and fines in the Town of Cobourg.

J. Sherwin, Resident attended the meeting to discuss the Parking By-law, Parking Fines and violations associated with Cobourg Parking Tickets.

After a question and answer period, J. Sherwin was excused from the Meeting (6:13 P.M.).

Delegation, Lindsey Edwards, regarding the Summer Social 4 Shelter Events.

L. Edwards attended the meeting to provide an update on the Success of the Summer Social 4 Shelter Event and the 100 km walk in the Sahara Desert.

After a question and answer period, L. Edwards was excused from the Meeting (6:22 P.M.).

**DELEGATION ACTIONS**

Delegation Action, Judy Sherwin, Cobourg Resident, regarding parking meters, violations and fines in the Town of Cobourg.

Moved by Councillor Aaron Burchat, Seconded by Councillor Brian Darling:

THAT Council receive the Delegation for information purposes; and

FURTHER THAT Council refer the delegation to Staff for a report back to Council on the feasibility of the suggestions provided in the delegation.

015-20

**Carried**

Delegation Action, Lindsey Edwards, regarding the Summer Social 4 Shelter Events.

Moved by Councillor Emily Chorley, Seconded by Councillor Nicole Beatty:

THAT Council receive the delegation from Lindsey Edwards, regarding the Summer Social 4 Shelter Event, for information purposes; and

FURTHER THAT Council endorse the continuation of the Summer 4 Shelter Event in 2020, in principle, pending the approval of all necessary permits and with the exact site of the event yet to be confirmed.

016-20

**Carried**

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**REPORTS**

**General Government Services**

Committee of the Whole meeting notes held on January 27, 2020.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling:

THAT Council receive the notes of the Committee of the Whole meeting held on January 27, 2020 for information purposes.

017-20 **Carried**

Committee of the Whole 2020 Budget Meeting Notes held on Thursday, January 9, 2020.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau:

THAT Council receive the notes of the Committee of the Whole 2020 Budget Meeting held on January 9, 2020 for information purposes.

018-20 **Carried**

Committee of the Whole 2020 Budget Meeting Notes held on Friday, January 10, 2020.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley:

THAT Council receive the notes of the Committee of the Whole 2020 Budget Meeting held on January 10, 2020 for information purposes as amended.

019-20 **Carried**

Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Town of Cobourg Chief Administrative Officer (CAO) Selection Committee Terms of Reference.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling:

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

FURTHER THAT the proposed Chief Administrative Officer (CAO) Selection Committee Terms of Reference, as attached to this report as Appendix "A", be adopted by Council.

020-20 **Carried**

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**Planning and Development Services**

Memo from the Senior Planner - Development, regarding a Severance Agreement for lands generally known municipally as the “DePalma Developments Ltd. Lands” (De Palma Developments Limited).

Moved by Councillor Nicole Beatty, Seconded by Councillor Adam Bureau:

THAT Council receive the Memo for information purposes.

021-20

**Carried**

**MOTIONS**

**General Government Services**

[Motion from the Committee of the Whole to approve the 2020 Operating and Capital Budgets for the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau:

WHEREAS the Committee of the Whole has considered the 2020 Town of Cobourg Operating and Capital Budget recommendations as presented at the Committee of the Whole Budget Meetings held on January 9 and January 10, 2020; and

WHEREAS Council received the "Committee of the Whole Budget Review Meeting Report" of January 9 2020 and January 10, 2020, as recorded by the Municipal Clerk for information purposes, at the February 3, 2020 Regular Council Meeting;

NOW THEREFORE BE IT RESOLVED THAT Council approve the 2020 Capital Budget in the amount of \$8,982,728.

AND FURTHER THAT Council approve the 2020 Operating Budget with the following Amendments:

- a. Based on a request from the Chair of the Cobourg Police Service Board at the January 9, 2020 Committee of the Whole Budget Meeting, the Police General operating budget be reduced by \$25,000 and the Police Capital Budget for Firearms Acquisition be amended to include a \$25,000 contribution from the Municipal Tax Levy; and

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- b. Based on Council Resolution 006-20 dated January 13, 2020, that the personnel budget be increased by \$105,000 to fund the January 1, 2020 increase to non-union, non-management and management base salaries and OMERS Contributions as identified as Option #1 in the Staff Report; and
- c. Based on Staff recommendations the Forestry Services operating Budget be increased by \$20,000 from the tax levy and the transfer from the Tree Levy Reserve be reduced by \$20,000.
- d. THAT an additional transfer be made to the 2020 Operating Budget in the amount of \$200,000 from the Holdco Dividend Reserve Account;

AND FURTHER THAT with the above amendments the revised Municipal Tax Levy be \$24,686,992 which represents a 2.9% increase over the 2019 Operating Budget or a 1.9% net increase after allowing for New Assessment Growth of 1.0%; and

FURTHER BE IT RESOLVED THAT Council direct staff to prepare a 2020 Tax Rate By-law for presentation to Council once the County of Northumberland have finalized their budget and the Province of Ontario have provided the 2020 Education Tax rates.

022-20

**Carried**

[Motion from the Committee of the Whole to approve the 2020 Environmental Operating and Capital Budgets for the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau:

WHEREAS the Committee of the Whole has considered the 2020 Town of Cobourg Environmental Services Budget recommendations as presented at the Committee of the Whole Budget Meeting held on January 10, 2020;

AND WHEREAS Council received the "Committee of the Whole Budget Review Meeting Report" of January 10, 2020, as recorded by the Municipal Clerk for information purposes, at the February 3, 2020 Regular Council Meeting;

NOW THEREFORE BE IT RESOLVED THAT Council approve the 2020 Operating Budget for Environmental Services for the Town of Cobourg indicating Total Revenue of \$6,535,755 and Total Expenditures of \$3,795,050 resulting in a Net Operating Surplus of \$2,740,705 which will be transferred to the Sewer Rates Reserve attached hereto as Appendix "A"; and

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FURTHER BE IT RESOLVED THAT Council approve the 2020 Capital Budget for Environmental Services for the Town of Cobourg in the amount of \$3,915,000 as outlined on the summary report attached hereto as Appendix "B".

023-20

**Carried**

[Motion from the Committee of the Whole, regarding the Memorandum of Understanding \(MOU\) between the Town of Cobourg and the Cobourg Dragon Boat and Canoe Club \(CDBCC\).](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a Memo from the Treasurer/Interim Chief Administrative Officer, regarding a Memorandum of Understanding between the Town of Cobourg and the Cobourg Dragon Boat and Canoe Club;

NOW THEREFORE BE IT RESOLVED THAT Council authorize the Chief Administrative Officer to execute the Memorandum of Understanding (MOU) between the Corporation of the Town of Cobourg and the Cobourg Dragon Boat and Canoe Club (CDBCC) as provided in Appendix 'A'.

024-20

**Carried**

[Motion from Regular Council, regarding the Town of Cobourg Chief Administrative Officer \(CAO\) Selection Committee Terms of Reference.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling:

WHEREAS at the Regular Meeting on January 27, 2020, Council considered a Memo from the Municipal Clerk/Manager of Legislative Services regarding the Town of Cobourg Chief Administrative Officer (CAO) Selection Committee Terms of Reference;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Chief Administrative Officer (CAO) Selection Committee Terms of Reference, as attached to this Motion as Appendix "A".

025-20

**Carried**

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**Planning and Development Services**

[Motion from the Committee of the Whole, regarding the County of Northumberland/Town of Cobourg Affordable Housing Strategies \(AHS\).](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Adam Bureau:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a Memo from the Director of Planning and Development, regarding the County of Northumberland/Town of Cobourg Affordable Housing Strategies (AHS);

NOW THEREFORE BE IT RESOLVED THAT Council support the County of Northumberland's initiative to develop comprehensive strategies for lower tier municipalities to aid in the creation of new affordable housing units across the County; and

FURTHER THAT Council endorse the framework of recommended Actions and programs as outlined in the Town of Cobourg Affordable Housing Strategy and direct Staff to work collaboratively and in partnership with the County of Northumberland and its member municipalities, other levels of government, and key stakeholders to implement the Strategy to the fullest extent possible; and

FURTHER THAT staff provide Council with an annual report which summarizes the progress of the implementation of the Strategy.

026-20

**Carried**

**Public Works Services**

[Motion from the Committee of the Whole, regarding the unfinished business item 'Wheels Transit Options for Boarding/Disembarking'.](#)

Moved by Councillor Brian Darling, Seconded by Councillor Adam Bureau:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a Memo from the Director of Public Works, regarding the unfinished business item 'Wheels Transit Options for Boarding/Disembarking';

NOW THEREFORE BE IT RESOLVED THAT Council endorse the following options recommended by Staff for consideration in the 2020 budget deliberations:

- Option 2: Retro Fit Current Vehicle - InQLine Assist Winch; and
- Option 3: Retro Fit Current Vehicle - Grab and Stability Bar; and

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FURTHER THAT Option 1 being to Purchase a New Vehicle to use as main Wheels bus, be referred to the Accessibility Advisory Committee for further consideration upon receiving confirmation of transit funding for rolling stock; and

FURTHER THAT Council instruct staff to draft an accessible transit service policy, in consultation with the Accessibility Advisory Committee and the proposed Accessibility Coordinator, for presentation to Council by June 1, 2020; and

FURTHER THAT the issues raised by the delegations from Troy Mills and the Golden Plough Lodge Family Council be considered when drafting the policy.

027-20

**Carried**

[Motion from the Committee of the Whole, regarding the awarding of the Biosolids Haulage Contract.](#)

Moved by Councillor Brian Darling, Seconded by Councillor Adam Bureau:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a Memo from the Environmental Services Manager, regarding the awarding of Contract for Biosolids Haulage;

NOW THEREFORE BE IT RESOLVED THAT Council award the Contract for Biosolids Haulage to Enviroland Services Inc. for the 2020 and 2021 haulage seasons, at the lowest cost at \$11.00 per cubic meter.

028-20

**Carried**

**Parks and Recreation Services**

[Motion from the Committee of the Whole, regarding the Delegation Action, on the proposed Adult Fitness Park in the Town of Cobourg.](#)

Moved by Councillor Emily Chorley, Seconded by Deputy Mayor Suzanne Séguin:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a delegation from Keith Oliver, Cobourg Fitness Park Working Group, regarding the proposed Adult Fitness Park in the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT should the application for a \$25,000 New Horizons Grant be successful, that Council:

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- Provide the Fitness Park Working Group with a letter of endorsement to aid their community fundraising efforts; and
- authorize staff to work with the fitness Park Working Group, where appropriate, to submit additional grant applications;

AND FURTHER THAT Council consider funding up to \$25,000 of the project, if needed, in the 2021 Capital Budget.

029-20

**Carried**

**Protection Services**

[Motion from the Committee of the Whole, regarding the Joint Animal Control Municipal Services Board \(JACMSB\) - Notice of Agreement Termination.](#)

Moved by Councillor Aaron Burchat, Seconded by Councillor Brian Darling:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a Memo from the Municipal Clerk/Manager of Legislative Services, regarding the Joint Animal Control Municipal Services Board (JACMSB) - Notice of Agreement Termination;

NOW THEREFORE BE IT RESOLVED THAT Council provide direction to staff to exercise the Town's option to withdraw from the Board and terminate participation in the Joint Animal Control Municipal Service Board (JACMSB) program by providing twenty-four (24) months written notice pursuant to section 30.4 of the Joint Animal Control Municipal Services Board Agreement; and

FURTHER THAT Council direct the Municipal Clerk to send correspondence to the Joint Animal Control Municipal Services Board to inform the Board that the two (2) year notice has been established by the Town of Cobourg to take effect on the final resolution passing date; and

FURTHER THAT Council direct the Municipal Clerk to provide a report to Council within the two (2) year notice period and prior to the exiting of the agreement to explain and provide an overview on the proposed operational model by the Town's By-law Enforcement Department in order to provide all Animal Control Enforcement internally for the residents of the Town of Cobourg.

030-20

**Carried**

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**Arts, Culture and Tourism Services**

[Motion from the Committee of the Whole, regarding the Sustainability and Climate Change Advisory Committee request to support other Advisory Committees in the Town of Cobourg.](#)

Moved by Councillor Adam Bureau, Seconded by Councillor Brian Darling:

WHEREAS at the Committee of the Whole Meeting on January 27, 2020, Council considered a Memo from the Secretary of the Sustainability and Climate Change Advisory Committee (SCCAC) regarding the SCCAC's request to support other Advisory Committees in the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the comments of the Sustainability and Climate Change Advisory Committee (SCCAC) and authorize and request other Advisory Committees of the Town of Cobourg to work with the SCCAC to discuss the climate emergency we are facing and to work with the SCCAC to develop guidance on climate crisis measures the respective Advisory Committees would consider when fulfilling their mandate.

031-20

**Carried**

**BYLAWS**

**General Government Services**

[By-law 005-2020, being a by-law to Authorize an Interim Tax Levy and to Provide for the Collection of Taxes and Penalty and Interest Charges for the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat:

THAT Council adopt By-law 005-2020, being a by-law to Authorize an Interim Tax Levy and to Provide for the Collection of Taxes and Penalty and Interest Charges for the Town of Cobourg.

032-20

**Carried**

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[By-law 006-2020, being a by-law to Authorize Borrowing from Time to Time to meet Current Expenditures during the Fiscal Year Ending December 31, 2020.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling:

THAT Council adopt By-law 006-2020, being a by-law to Authorize Borrowing from Time to Time to meet Current Expenditures during the Fiscal Year Ending December 31, 2020.

033-20

**Carried**

[By-law 007-2020, being a by-law to execute an agreement between the Town of Cobourg and Her Majesty the Queen in Right of Ontario as represented by the Solicitor General for the Court Security and Prisoner Transportation \(CSPT\) Program Agreement.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley:

THAT Council adopt By-law 007-2020, being a by-law to authorize the Mayor and Municipal Clerk to execute a Court Security and Prisoner Transportation Program (CSPT) agreement between the Town of Cobourg and Her Majesty the Queen in Right of Ontario as represented by the Solicitor General.

034-20

**Carried**

**Planning and Development Services**

[By-law 008-2020, being a by-law to execute a Severance Agreement with Katharine Ann Spavins on the property known municipally as 163 Sydenham Street, Cobourg.](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Adam Bureau:

THAT Council adopt By-law 008-2020, being a by-law to authorize the Mayor and Municipal Clerk to execute a Severance Agreement with Katharine Ann Spavins for the development of a new residential lot on the property known municipally as 163 Sydenham Street, Cobourg.

035-20

**Carried**

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[By-law 009-2020, being a bylaw to execute a Severance Agreement with De Palma Developments Ltd., Duca Financial Services Credit Union Ltd., J. Berger Investments Ltd., Graylane Holdings Inc., and the Corporation of the Town of Cobourg \(De Palma Development Ltd. Lands\).](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Aaron Burchat:

THAT Council adopt By-law 009-2020, being a bylaw to execute a Severance Agreement with De Palma Developments Ltd., Duca Financial Services Credit Union Ltd., J. Berger Investments Ltd., Graylane Holdings Inc., and the Corporation of the Town of Cobourg (De Palma Development Ltd. Lands).

036-20

**Carried**

**General Government Services**

THAT the following bylaw(s) be passed:

1. Bylaw 005-2020 being a by-law to Authorize an Interim Tax Levy and to Provide for the Collection of Taxes and Penalty and Interest Charges for the Town of Cobourg;
2. Bylaw 006-2020 being a by-law to Authorize Borrowing from Time to Time to meet Current Expenditures during the Fiscal Year Ending December 31, 2020;
3. Bylaw 007-2020 being a by-law to execute an agreement between the Town of Cobourg and Her Majesty the Queen in Right of Ontario as represented by the Solicitor General for the Court Security and Prisoner Transportation (CSPT) Program Agreement;
4. Bylaw 008-2020 being a by-law to execute a Severance Agreement with Katharine Ann Spavins on the property known municipally as 163 Sydenham Street, Cobourg; and
5. By-law 009-2020, being a bylaw to execute a Severance Agreement with De Palma Developments Ltd., Duca Financial Services Credit Union Ltd., J. Berger Investments Ltd., Graylane Holdings Inc., and the Corporation of the Town of Cobourg (De Palma Development Ltd. Lands).

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Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat:

THAT leave be granted to introduce bylaws 005-2020 to 009-2020 and to dispense with the reading of the bylaws by the Municipal Clerk and that the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

037-20

**Carried**

**PETITIONS**

**COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)**

- Accessibility Advisory Committee - Nov 20 & Dec 18, 2019;
- Transportation Advisory Committee - Nov 28, 2019;
- Heritage Advisory Committee - Dec 11, 2019;
- Cobourg Police Service Board - Dec 17, 2019; and
- Planning and Development Advisory Committee - Dec 17, 2019.

**CORRESPONDENCE**

Correspondence from Susan Spicer, on behalf of Derek Paul, Lakefront Utility Services Inc., regarding LUSI's comments in response to the January 6, 2020 Cobourg Tax Association (CTA)'s submission to Council. (General Government)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Brian Darling:

THAT Council receive the correspondence for information purposes.

038-20

**Carried**

Correspondence from the Minister of Children, Community and Social Services, regarding the launch of the Poverty Reduction online survey. (General Government Services)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley:

THAT Council receive the correspondence for information purposes.

039-20

**Carried**

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Correspondence from Keith Oliver, Cobourg Fitness Park Working Group, regarding an update on the experience of the volunteer Cobourg Fitness Park Working Group and its efforts to assist in the design and creation of a Cobourg Adult Outdoor Fitness Park. (Parks and Recreation Services)

Moved by Councillor Emily Chorley, Seconded by Councillor Adam Bureau

THAT Council receive the correspondence for information purposes.

040-20

**Carried**

Correspondence from Stuart Booth, Cottage Country Craft Shows, regarding an exemption to the Itinerant Bylaw (005-2015) to hold a Christmas Craft Show at the Cobourg Community Centre on November 7 and 8, 2020. (Protection Services)

Moved by Councillor Aaron Burchat, Seconded by Councillor Nicole Beatty:

THAT Council receive the correspondence for information purposes' and

FURTHER THAT Council authorize and grant an exemption to Nancy and Stuart Booth under the Itinerant Vendor By-law (005-2015) to hold a Christmas Craft Show at the Cobourg Community Centre for November 7 and 8, 2020 with the requirement of the organizers collecting non-perishable food items to be donated to the local food bank.

041-20

**Carried**

Correspondence from Gary Lumsden, Cobourg Resident, regarding the parking bylaw and the snow removal from roofs and sidewalks bylaw. (Protection Services)

Moved by Councillor Aaron Burchat, Seconded by Councillor Adam Bureau:

THAT Council receive the correspondence for information purposes.

042-20

**Carried**

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**NOTICE OF MOTION**

Councillor Adam Bureau, Coordinator of Arts, Culture and Tourism Services, regarding a proposed Memorandum of Understanding (MOU) between the Cobourg Public Library Board and the Town of Cobourg.

Moved by Councillor Adam Bureau, Seconded by Councillor Aaron Burchat:

THAT Council refer the Notice of Motion to the February 18, 2020 Committee of the Whole meeting for consideration.

043-20

**Carried**

**COUNCIL/COORDINATOR ANNOUNCEMENTS**

Members of Council present verbal reports on matters within their respective areas of responsibility:

- Mayor John Henderson
- Deputy Mayor Séguin, General Government Services Coordinator
- Councillor Beatty, Planning and Development Services Coordinator
- Councillor Darling, Public Works Services Coordinator
- Councillor Chorley, Parks and Recreation Services Coordinator
- Councillor Burchat, Protection Services Coordinator
- 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.*

| <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>Traditional Land Acknowledgment Statement to be read at Council Meeting</u>  | <u>05-13-19</u>            | <u>Legislative Department</u>              | <b><u>March 30, 2020</u></b> |
| <u>Report on the proposed Natural Heritage Waterfront Park proposed by the Willow Beach Field Naturalist</u>  | <u>11-04-19</u>            | <u>Community Services</u>                  | <b><u>March 9, 2020</u></b>  |
| <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>              | <b><u>Feb 18, 2020</u></b>   |
| <u>Information requested regarding Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB).</u>   | <u>02-12-19</u>            | <u>Multiple Departments/ Organizations</u> | <b><u>Feb 18, 2020</u></b>   |

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|---|-----------------|---------------------------|---------------------|
| 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>09-23-19</u> | <u>Community Services</u> | <u>Mar 2020</u>     |
| Staff Report outlining the process and requirements to become a Certified Living Wage Employer.   | <u>12-02-19</u> | <u>CAO</u>                | <u>Mar 9, 2020</u>  |
| Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina                     | <u>09-03-19</u> | <u>Community Services</u> | <u>Apr 30, 2020</u> |
| Report in response to the LUSI request regarding the Radio Frequency Water Meter Replacement Program.   | <u>01-06-20</u> | <u>CAO</u>                | <u>Jun 2020</u>     |
| Revisions to the Long Service Recognition Policy from General Government Services.  | <u>09-23-19</u> | <u>Human Resources</u>    |                     |

**CLOSED SESSION**

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Nicole Beatty:

THAT Council meet in Closed Session in accordance with Section 239 of the *Municipal Act S.O. 2001* regarding:

- s. 239(1)(b)** Personal matters about an identifiable individual, including municipal or local board employees.

**1. Personnel Matters.**

The Regular Council reconvened in Open Session at 8:40 P.M.

044-20

**Carried**

**CLOSED SESSION ACTION ITEM**

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**CONFIRMATORY BY-LAW**

[Bylaw 010-2020, being a bylaw to confirm the proceedings of the Council Meeting of February 3, 2020.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley:

THAT leave be granted to introduce Bylaw 010-2020 and to dispense with the reading of the bylaw by the Municipal Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on February 3, 2020 and the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

045-20

**Carried**

**ADJOURNMENT**

Moved by Councillor Aaron Burchat:

THAT the meeting be adjourned (8:43 P.M.).

046-20

**Carried**

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Municipal Clerk

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Mayor

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