	THE CORPORATION OF THE TOWN OF COBOURG
	REGULAR COUNCIL AGENDA
	Monday, March 18, 2019 at 6:00 P.M. Council Chambers, Victoria Hall, Cobourg

A Regular Council meeting of the Cobourg Municipal Council will be held on Monday March 18, 2019 at 6:00 PM in the Council Chambers, Victoria Hall, Cobourg.

I CALL TO ORDER

II CLOSED SESSION

1. THAT Council meet in Closed Session at 5:00 P.M. prior to the Regular Council Meeting in accordance with Section 239 of the *Municipal Act S.O. 2001* regarding:

- s. 239(1)(c) A proposed or pending acquisition or disposition of land by the municipality or local board:

A potential sale of Municipal Property.

III MOMENT OF REFLECTION

IV ADDITIONS TO THE AGENDA

V DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST

VI ADOPTION OF MINUTES OF THE PREVIOUS MEETING

1. Adoption of the Regular Council Minutes held on Monday, February 25, 2019. 8 - 14

Action Recommended: THAT Council adopt the minutes of the Regular Council meeting held on Monday, February 25, 2019.

VII PRESENTATIONS

1. Jennifer Moore, Chief Administrative Officer and Glenn Dees, Director of Finance/Treasurer, County of Northumberland, regarding the County's 2018 Accomplishments, 2019 Priorities and Budget Highlights. 15 - 57

VIII DELEGATIONS

1. Petra Hartwig and Gudrun Ludorf-Weaver, on behalf of the Northumberland Chapter of the Council of Canadians, Sustainable Cobourg and Blue Dot, regarding Blue Communities and installation of outside water bottle filling stations. 58 - 82

IX DELEGATION ACTIONS

X REPORTS

General Government Services

1. Committee of the Whole meeting notes held on Monday, March 11, 2019. 83 - 90

Action Recommended: THAT Council receive the notes of the Committee of the Whole meeting held on Monday, March 11, 2019 for information purposes.

2. Memo from the Small Business Facilitator, regarding a land offer purchase in the Lucas Point Business and Industrial Park by 2682194 Ontario Inc. (Cardinal Industrial Solutions) for parcel located on the northwest side of Dodge Street, Cobourg. 91 - 93

Action Recommended: THAT Council approve acceptance of an offer received for the purchase of 2-acres of land and a Right of First Refusal for an additional 2-acres of land, in the Lucas Point Business and Industrial Park by 2682194 Ontario Inc. (Cardinal Industrial Solutions).

3. Memo from the Chief Administrative Officer, regarding the Town of Cobourg Strategic Plan. 94 - 132

Action Recommended: THAT Council receive the Memo from the Chief Administrative Officer for information purposes; and

FURTHER THAT Council direct Staff to execute the enclosed Communications and Public Engagement Plan, including the scheduling of a Public Meeting to be held on Monday, April 8, 2019, at 5:00 P.M., in order to solicit input from Town citizens regarding the Draft 2019-2022 Strategic Plan.

XI MOTIONS

Planning and Development Services

1. Motion from the Committee of the Whole, to appoint a Member to the Planning and Development Advisory Committee for the 2018 - 2022 Council Term. 133
2. Motion from the Committee of the Whole, to add 'Jackson' to the Municipal Naming Policy as a potential street name within the Town of Cobourg. 134

Public Works Services

1. Motion from the Committee of the Whole, to approve and award the Elgin Street Multi-Use Path Tender, Contract CO-19-06 PW. 135

XII BY-LAWS

General Government Services

1. By-law No. 017-2019, being a by-law to authorize the execution of an Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Community Safety and Correctional Services related to funding provided by the province of Ontario to the Town of Cobourg under the Security and Prisoner Transportation (CSPT) Program. 136

Action Recommended: THAT Council adopt By-Law No.017-2019, being a by-law to authorize the execution of an Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Community Safety and Correctional Services related to funding provided by the province of Ontario to the Town of Cobourg under the Security and Prisoner Transportation (CSPT) Program

2. By-Law No. 018-2019, being a by-law to amend By-law No. 007-2019, being a by-law to establish water rates and wastewater rates upon the owners or occupants of lands and premises connected to municipal water mains and sanitary sewers within the Town of Cobourg. 137

Action Recommended: THAT Council adopt By-law No. 018-2019, being a by-law to amend By-law No. 007-2019, being a by-law to establish water rates and wastewater rates upon the owners or occupants of lands and premises connected to municipal water mains and sanitary sewers within the Town of Cobourg.

3. By-law No. 019-2019, being a by-law to enter into a land agreement with 2682194 Ontario Inc. (Cardinal Industrial Solutions) and the Corporation of the Town of Cobourg (Dodge Street, Cobourg). 138 - 140

Action Recommended: THAT Council adopt By-law No. 019-2019, being a by-law to enter into a land agreement with 2682194 Ontario Inc. (Cardinal Industrial Solutions) and the Corporation of the Town of Cobourg (Dodge Street, Cobourg).

Planning and Development Services

1. By-law No. 020-2019, a by-law to designate lands not subject to part lot control (Blocks 100-102 inclusive, and Lots 36-42 inclusive, Plan 39M-875, Morgan Street - East Village Phase 3, Stalwood Homes). 141

Action Recommended: THAT Council adopt By-Law No. 020-2019, being a by-law to designate lands not subject to part lot control (Blocks 100-102 inclusive, and Lots 36-42 inclusive, Plan 39M-875, Morgan Street - East Village Phase 3, Stalwood Homes).

Public Works Services

1. By-law No. 021-2019, a by-law to amend By-law No.080-2014 being a by-law to regulate the parking of motor vehicles in the Town of Cobourg, to add new wording regarding the 'No Parking' Restrictions on White Street, Cobourg. 142

Action Recommended: THAT Council adopt By-law No. 021-2019, a by-law to amend By-law No.080-2014 being a by-law to regulate the parking of motor vehicles in the Town of Cobourg, to add new wording regarding the 'No Parking' Restrictions on White Street, Cobourg.

General Government Services

1. THAT the following By-law(s) be passed:
 1. By-Law No.017-2019, being a by-law to authorize the execution of an Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Community Safety and Correctional Services related to funding provided by the province of Ontario to the Town of Cobourg under the Security and Prisoner Transportation (CSPT) Program;
 2. By-Law No. 018-2019, being a by-law to amend By-law No. 007-2019, being a by-law to establish water rates and wastewater rates upon the owners or occupants of lands and premises connected to municipal water mains and sanitary sewers within the Town of Cobourg;
 3. By-law No. 019-2019, being a by-law to enter into a land agreement with 2682194 Ontario Inc. (Cardinal Industrial Solutions) and the Corporation of the Town of Cobourg (Dodge Street, Cobourg).

4. By-Law No.020-2019, being a by-law to designate lands not subject to part lot control (Blocks 100-102 inclusive, and Lots 36-42 inclusive, Plan 39M-875, Morgan Street - East Village Phase 3, Stalwood Homes); and
5. By-law No. 021-2019, a by-law to amend By-law No.080-2014 being a by-law to regulate the parking of motor vehicles in the Town of Cobourg, to add new wording regarding the 'No Parking' Restrictions on White Street, Cobourg.

Action Recommended: THAT leave be granted to introduce By-law No. 017-2019, to By-law No. 021-2019, and to dispense with the reading of the by-laws 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.

XIII PETITIONS

XIV COMMITTEE/BOARD MINUTES

- | | | | |
|----|---|------------|---|
| 1. | Cobourg Downtown Business Improvement Area Board of Management (DBIA) Minutes | 143
148 | - |
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Action Recommended: THAT Council receive the Local Board Minutes for information purposes.

XV CORRESPONDENCE

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|----|--|------------|---|
| 1. | Correspondence from Gigi Ludorf-Weaver, Sustainable Cobourg and Faye McFarlane, Northumberland Blue Dot Campaign, regarding the Model Municipal Declaration on 'The Right to a Healthy Environment' passed by Council on October 10, 2017. (Public Works Services) | 149
152 | - |
|----|--|------------|---|

Action Recommended: THAT Council receive the correspondence for information purposes and refer the matter to the Sustainability and Climate Change Advisory Committee.

- | | | | |
|----|---|------------|---|
| 2. | Correspondence from Bismarck Coca, Permit Coordinator at Pride Signs Ltd, regarding a request for an Exemption to Sign By-law 008-2009 for 801 William Street, Cobourg. (Building Department) | 153
160 | - |
|----|---|------------|---|

Action Recommended: THAT Council refer the request to Building Staff for a report.

XVI NOTICE OF MOTION

XVII COUNCIL/COORDINATOR ANNOUNCEMENTS

1. Members of Council presented verbal reports on matters within their respective areas of responsibility:

- Mayor John Henderson
- Deputy Mayor Séguin, General Government Services Coordinator
- Councillor Beatty, Planning 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

XVIII 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.

08-21-17	Traffic Study Lower Division Street/Esplanade Area (Public Works)
10-10-17	Traffic/Parking Concerns Condo. Corp.#58- 148 Third Street (Public Works)
04-30-18	Public notification, meeting and engagement procedures pertaining to applications submitted under the Planning Act (Planning and Development)
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)
01-07-19	Letter from Pere Bekederemo, regarding a request for an Exemption to Sign By-law 008-2009 for 1154 Division Street, Cobourg (Protection Services)
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 (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 outlining a Town of Cobourg municipal financial support policy for projects relating to affordable housing by April 1, 2019 (CAO/Finance Department/Planning and Development Department)
03-11-19	Staff Report regarding the revision of the CIP Evaluation Committee, including its Terms of Reference by May 31, 2019

XIX CLOSED SESSION ACTION ITEM

XX CONFIRMATORY BY-LAW

1. By-law No. 022-2019, a by-law to confirm the proceedings of the Council Meeting of March 18, 2019. 161 -
162

Action Recommended: THAT leave be granted to introduce By-law No. 022-2019 and to dispense with the reading of the by-law by the Municipal Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on March 18, 2019 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.

XXI ADJOURNMENT

	THE CORPORATION OF THE TOWN OF COBOURG
	REGULAR COUNCIL MEETING MINUTES
	February 25, 2019 Council Chambers, Victoria Hall, Cobourg

A Regular meeting of the Cobourg Municipal Council was held this evening 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 Aaron Burchat
Councillor Adam Bureau
Councillor Emily Chorley

Staff present: Stephen Peacock, Chief Administrative Officer
Ian Davey, Treasurer/Director of Corporate Services
Glenn McGlashon, Director of Planning and Development
Laurie Wills, Director of Public Works

CALL TO ORDER

The Regular Council Meeting was called to order by Mayor Henderson at 6:00 P.M., and was opened with a Moment of Reflection.

ADDITIONS TO THE AGENDA

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 Regular Council Minutes held on Monday, February 4, 2019.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau THAT Council adopt the minutes of the Regular Council meeting held on February 4, 2019. Attached herewith as [Appendix 'A'](#).

050-18

Carried

PRESENTATIONS

DELEGATIONS

Ross Pigeau and Michael Pepa, Les AMIS, presenting support for a Council approved Community Grant.

R. Pigeau and M. Pepa attended the meeting on behalf of Les AMIS, to present information regarding their organizations community grant request. After a question and answer period, R. Pigeau and M. Pepa were excused from the meeting (6:15 P.M.).

DELEGATION ACTIONS

Delegation Action, Ross Pigeau and Michael Pepa, Les AMIS, regarding support for an approved Community Grant.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau THAT Council receive the delegation from R. Pigeau and Michael Pepa for information purposes; and

FURTHER THAT Council refer the matter to be considered as part of the Community Grants Budget deliberation occurring on March 14, 2019.

051-18

Carried**REPORTS****General Government Services**

Committee of the Whole meeting notes held on February 19, 2019.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council receive the notes of the Committee of the Whole meeting held on February 19, 2019 for information purposes.

052-18

Carried**Planning and Development Services**

Memo from the Senior Planner - Development, regarding Notice of a Complete Application for a Plan of Subdivision: 425 King Street East (RFA Planning Consultants/Mason Homes).

Moved by Councillor Aaron Burchat, Seconded by Councillor Adam Bureau THAT Council receive the report from the Senior Planner - Development for information purposes; and

FURTHER THAT Council refer the Notice of Complete Application to the Planning Department for a report; and

FURTHER THAT the notice requirements of the *Planning Act, RSO 1990*, as amended, be implemented, including the scheduling of a Public Meeting.

053-18

Carried**MOTIONS****General Government Services**

Motion from the Committee of the Whole to appoint various Members to the Accessibility Advisory Committee, Parks and Recreation Advisory Committee, and the Planning and Development Advisory Committee.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat WHEREAS the Committee of the Whole considered applications to fill the vacant positions on the Accessibility Advisory Committee, the Parks and Recreation Advisory Committee and the Planning and Development Advisory Committee;

NOW THEREFORE BE IT RESOLVED that the Cobourg Municipal Council appoint members to the Accessibility Advisory Committee, the Parks and Recreation Advisory Committee and the Planning and Development Advisory Committee. Attached herewith as [Appendix 'B'](#).

054-18

Carried

Motion from the Committee of the Whole to approve the Pregnancy and Parental Leave Policy for Members of Municipal Council.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS the Committee of the Whole has considered a report from the Municipal

Clerk/Manager of Legislative Services, regarding the Pregnancy and Parental Leave Policy for Members of Municipal Council;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Pregnancy and Parental Leave of Members of Council Policy. Attached herewith as [Appendix 'C'](#).

055-18

Carried

Motion from the Committee of the Whole to approve the Business Achievement Awards: Mayor's Award Policy.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau WHEREAS the Committee of the Whole has considered a Report from the Economic Development Officer, regarding the Business Achievement Awards: Mayor's Award Policy;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Mayor's Award Policy. Attached herewith as [Appendix 'D'](#).

056-18

Carried

Public Works Services

Motion from the Committee of the Whole regarding the Capital Sidewalk Extension Program Priority Guidelines in respect to Northwood Drive resident concerns.

WHEREAS the Committee of the Whole considered a delegation from Donna Woods, representing Northwood Drive Residents, regarding a request for reconsideration from Council on the Northwood Drive Sidewalk Installation;

NOW THEREFORE BE IT RESOLVED THAT Council direct Public Works to hold all new tenders for new sidewalk construction in 2019 until Council receives a report on the existing sidewalks needing repair and maintenance on Northwood Drive; and

FURTHER THAT the Capital Sidewalk Extension Program Priority Guidelines from April 23, 2018, be updated to reflect actual walking/driving distances to establish the criteria evaluation for Northwood Drive for buffer distances to schools, major pedestrian generators/destination, transistor stops and parks by September 30, 2019 to be brought forward to the 2020 Municipal Budget Discussions.

MOTION TO AMEND

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS the Committee of the Whole considered a delegation from Donna Woods, representing Northwood Drive Residents, regarding a request for reconsideration from Council on the Northwood Drive Sidewalk Installation;

NOW THEREFORE BE IT RESOLVED THAT Council direct Public Works to hold all new tenders for new sidewalk construction in 2019 until Council receives a report on the existing sidewalks needing repair and maintenance in Cobourg by September 30, 2019 to be brought forward to the 2020 Municipal Budget Discussions; and

FURTHER THAT the Capital Sidewalk Extension Program Priority Guidelines from April 23, 2018, be updated to reflect actual walking/driving distances to establish the criteria evaluation for Northwood Drive for buffer distances to schools, major pedestrian generators/destination, transistor stops and parks by September 30, 2019.

057-18

Carried

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS the Committee of the Whole considered a delegation from Donna Woods, representing Northwood Drive Residents, regarding a request for reconsideration from Council on the Northwood Drive Sidewalk Installation;

NOW THEREFORE BE IT RESOLVED THAT Council direct Public Works to hold all new tenders for new sidewalk construction in 2019 until Council receives a report on

the existing sidewalks needing repair and maintenance in Cobourg by September 30, 2019 to be brought forward to the 2020 Municipal Budget Discussions; and

FURTHER THAT the Capital Sidewalk Extension Program Priority Guidelines from April 23, 2018, be updated to reflect actual walking/driving distances to establish the criteria evaluation for Northwood Drive for buffer distances to schools, major pedestrian generators/destination, transistor stops and parks by September 30, 2019. Attached hereto as [Appendix 'E'](#).

058-18

Carried

Parks and Recreation Services

Motion from the Committee of the Whole regarding the Floating Playground Analysis at Victoria Park Beach.

Moved by Councillor Emily Chorley, Seconded by Councillor Adam Bureau WHEREAS the Committee of the Whole has considered a Report from the Director of Community Services, regarding the Floating Playground Analysis at Victoria Park Beach;

NOW THEREFORE BE IT RESOLVED THAT Council receive the Floating Playground Analysis from the Director of Community Services for information purposes; and

FURTHER THAT there is no support from Council in the 2015-2018 Council Strategic Plan for a floating playground; and

FURTHER THAT no contract was negotiated or signed or security deposit provided and no floating playground was installed in 2018; and

FURTHER THAT there is no guarantee that additional Lifeguards can be hired by ATL in 2019; and

FURTHER THAT Council acknowledges the inherent risks and dangers that may cause serious injury and possible death to participants as outlined in the Release of Liability, Waiver of Claims form drafted by Summer Water Sports; and

FURTHER THAT the Town of Cobourg could plausibly be held liable for any injury or accident occurring on the floating playground, regardless of the insurance policy of the provider; and

FURTHER THAT Council direct the Director of Community Services to notify ATL Distributing that the Town of Cobourg will not be installing a floating playground in Victoria Beach in 2019, and as there is no signed agreement to terminate, relations with ATL Distributing be discontinued. Attached herewith as [Appendix 'F'](#).

059-18

Carried

BY-LAWS

General Government Services

By-Law No.007-2019, being a by-law to Establish Water Rates and Wastewater Rates upon the Owners or Occupants of Lands and Premises Connected to Municipal Water Mains and Sanitary Sewers within the Town of Cobourg.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt By-Law No.007-2019, being a by-law to Establish Water Rates and Wastewater Rates upon the Owners or Occupants of Lands and Premises Connected to Municipal Water Mains and Sanitary Sewers within the Town of Cobourg. Attached herewith as [Appendix 'G'](#).

060-18

Carried

By-Law No.012-2019, being a by-law to authorize the execution of an agreement to create a Joint Services Board, known as the Joint West Northumberland Physician Recruitment and Retention Services Board, for the purposes of administering and managing a Joint West Northumberland Physician Recruitment and Retention Program, in accordance with Section 196 of the *Municipal Act, 2001*.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Adam Bureau THAT Council adopt By-law No.012-2019, being a by-law to authorize the execution of an agreement to create a Joint Services Board, known as the Joint West Northumberland Physician Recruitment and Retention Services Board, for the purposes of administering and managing a Joint West Northumberland Physician Recruitment and Retention Program, in accordance with Section 196 of The *Municipal Act, 2001*. Attached herewith as [Appendix 'H'](#).

061-18

Carried

By-law No.013-2019, being a by-law to amend By-law No.014-2014 being a by-law to licence, regulate and govern taxicab owners and drivers in the Town of Cobourg.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt By-law No.013-2019, being a by-law to amend By-law No.014-2014 being a by-law to licence, regulate and govern taxicab owners and drivers in the Town of Cobourg. Attached herewith as [Appendix 'I'](#).

062-18

Carried

Public Works Services

By-law No.014-2019, being a by-law to execute an Agreement of Purchase and Sale for the purchase of the lands illustrated as Part 1 of the attached Draft R Plan owned by Kwendill Holdings Limited.

Moved by Councillor Aaron Burchat, Seconded by Councillor Adam Bureau THAT Council adopt By-law No.014-2019, being a by-law to execute an Agreement of Purchase and Sale for the purchase of the lands illustrated as Part 1 of the attached Draft R Plan owned by Kwendill Holdings Limited. Attached herewith as [Appendix 'J'](#).

063-18

Carried

By-law No.015-2019, being a by-law to execute an Agreement of Purchase and Sale for the purchase of the lands Parts 2, 3 and 4 of the attached Draft 39R Plan owned by Limpact International Limited.

Moved by Councillor Aaron Burchat, Seconded by Councillor Adam Bureau THAT Council adopt By-law No.015-2019, being a by-law to execute an Agreement of Purchase and Sale for the purchase of the lands Parts 2, 3 and 4 of the attached Draft 39R Plan owned by Limpact International Limited. Attached herewith as [Appendix 'K'](#).

064-18

Carried

General Government Services

THAT the following By-law(s) be passed:

1. By-Law No.007-2019, being a by-law to Establish Water Rates and Wastewater Rates upon the Owners or Occupants of Lands and Premises Connected to Municipal Water Mains and Sanitary Sewers within the Town of Cobourg.
2. By-Law No.012-2019, being by-law to authorize the execution of an agreement to create a Joint Services Board, known as the Joint West Northumberland Physician Recruitment and Retention Services Board, for the purposes of administering and managing a Joint West Northumberland Physician Recruitment and Retention Program, in accordance with Section 196 of The *Municipal Act, 2001*.
3. By-Law No.013-2019, being a by-law to amend By-law No.014-2014 being a by-law to licence, regulate and govern taxicab owners and drivers in the Town of Cobourg.

4. By-Law No 014-2019, being a by-law to execute an Agreement of Purchase and Sale for the purchase of the lands illustrated as Part 1 of the attached Draft R Plan owned by Kwendill Holdings Limited.
5. By-Law No.015-2019, being a by-law to execute an Agreement of Purchase and Sale for the purchase of the lands Parts 2, 3 and 4 of the attached Draft 39R Plan owned by Limpact International Limited.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT leave be granted to introduce By-law #007-2019, and By-laws #012-2019 to #015-2019 and to dispense with the reading of the by-laws by the Deputy Clerk and that the same be considered read and passed and that the Mayor and the Deputy Clerk sign the same and the Seal of the Corporation be thereto affixed.

065-18

Carried

PETITIONS

ADVISORY COMMITTEE AND LOCAL BOARD MINUTES

Cobourg Heritage Advisory Committee Minutes.

Cobourg Downtown Business Improvement Area Board of Management (DBIA) Minutes

Moved by Councillor Adam Bureau, Seconded by Councillor Aaron Burchat THAT Council receive the Advisory Committee and Local Board Minutes for information purposes.

066-18

Carried

NOTICE OF MOTION

CORRESPONDENCE

Correspondence from Nevena Gazibara from Stantec Consulting Ltd, regarding the Preliminary Design and Class Environmental Assessment for the Highway 401 Nagle Road Interchange Study, GWP 4059-17-00.

Moved by Councillor Aaron Burchat, Seconded by Councillor Emily Chorley THAT Council receive the correspondence for information purposes.

067-18

Carried

COUNCIL/COORDINATOR ANNOUNCEMENTS

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

- Mayor John Henderson, Chief Executive Officer
- Deputy Mayor Séguin, General Government Services Coordinator
- Councillor Beatty, Planning 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.

08-21-17	Traffic Study Lower Division Street/Esplanade Area (Public Works)
10-10-17	Traffic/Parking Concerns Condo. Corp.#58- 148 Third Street (Public Works)

04-30-18	Public notification, meeting and engagement procedures pertaining to applications submitted under the Planning Act (Planning and Development)
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)
01-07-19	Letter from Pere Bekederemo, regarding a request for an Exemption to Sign By-law 008-2009 for 1154 Division Street, Cobourg (Protection Services)
01-14-19	Petition from Debbie Davis, regarding amendments to the No Parking Restrictions on Riddell Street and the end of White Street (Public Works)
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	Update the Capital Sidewalk Extension Program Priority Guidelines to reflect actual walking/driving distances by September 30, 2019 (Public Works)
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 (Legislative Department)

CLOSED SESSION

CLOSED SESSION ACTION ITEM

CONFIRMATORY BY-LAW

By-law No. 016-2019, a by-law to confirm the proceedings of the Council Meeting of February 25, 2019.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT leave be granted to introduce By-law No. 016-2019 and to dispense with the reading of the by-law by the Deputy Clerk to confirm the proceedings of the Council of the Town of Cobourg at its Regular meeting held on February 25, 2019 and the same be considered read and passed and that the Mayor and the Deputy Clerk sign the same and the Seal of the Corporation be thereto affixed. Attached hereto as [Appendix 'L'](#).

068-18

Carried

ADJOURNMENT

Moved by Councillor Aaron Burchat, THAT the Meeting be adjourned. (6:54 P.M.).

069-18

Carried

Municipal Clerk

Mayor

People
Partnerships
Possibilities

2019 Strategic and Financial Plan

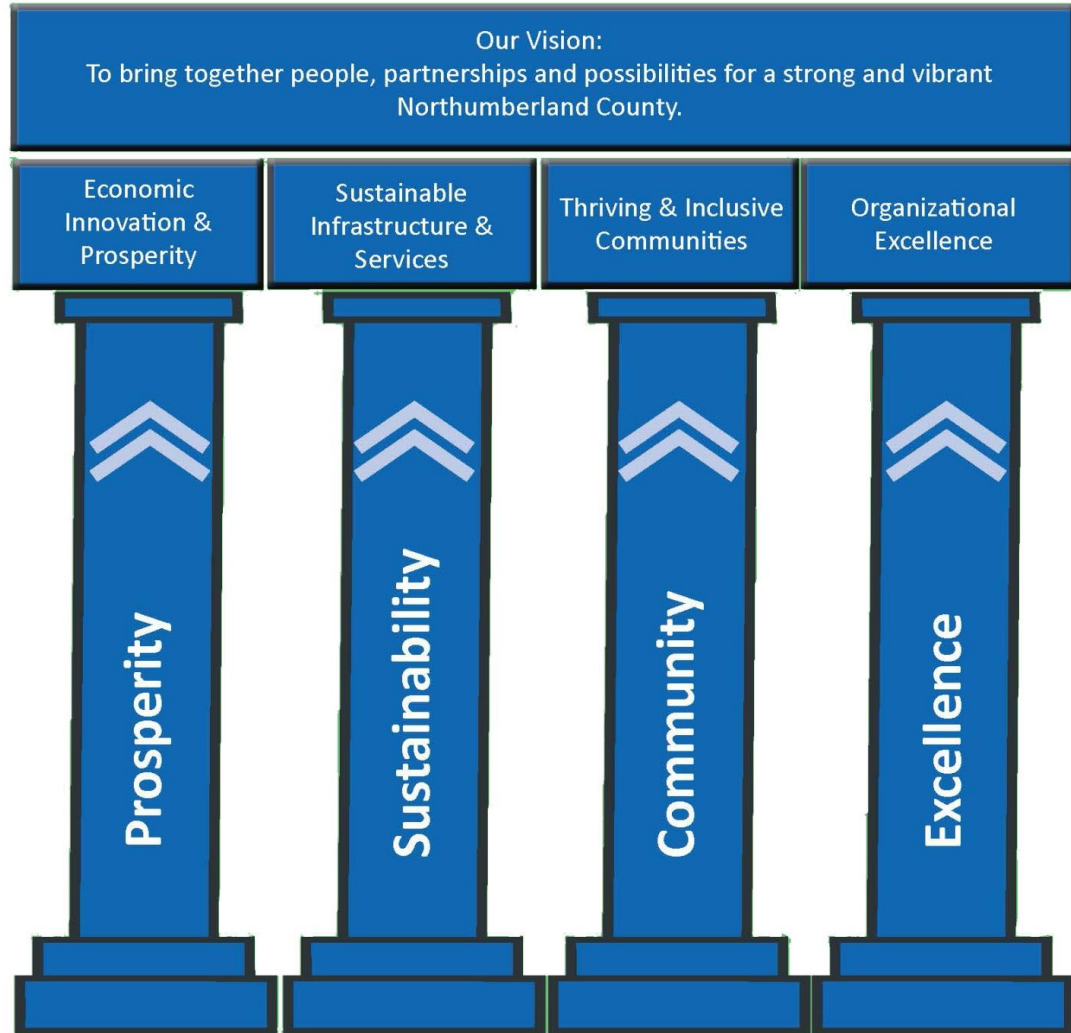
Presentation Outline



- 2018 Accomplishments
- 2019 Priorities / Initiatives
- Budget and Long Term Financial Plan Summary
- Questions



The Four Strategic Pillars for Action



2018 Accomplishments



Prosperity

Economic Innovation & Prosperity



Accomplishments

- BECN hosted first Entrepreneurship Conference focused on local small business
- The Factory co-working space continued to grow (60 members)
- BECN helped 111 businesses get started, and helped to create 135 jobs



Accomplishments

- Land use and environmental studies for a major employment area got underway
- Commenced development of a Natural Heritage System Plan to guide growth, ensuring preservation of natural environment
- Organized fourth annual Northumberland Multicultural Day
- Partnered with the New Canadians Centre to co-locate services at a County facility
- Commenced employment lands digital mapping project

Sustainability

Sustainable Infrastructure & Services



Accomplishments

- GPL Redevelopment & Archives
 - Secured provincial funding to expand from 151 to 180 beds
 - Schematic Design phase and Class C Cost Estimate completed
- Roseneath Emergency Services Base completed
- Trent Hills Emergency Services Base contract awarded, with construction starting in 2019



Accomplishments

- Waste services agreement finalized with Alderville First Nation.
- Cycling Master Plan
 - Multi-use trail construction on County Road 2 Rogers Rd – Strathy Rd
 - Preliminary design to further extend east to Division St



Accomplishments

- New Asset Management system launched
- Brighton Landfill expansion/cell lining
 - Substantial completion
 - Final lined cell now being utilized
- Commencing study of County-wide DC charge towards financing future growth related costs



Accomplishments

- Campbellford Bridge Design RFP issued (awarded Feb'19)
- 141 km of County and member municipality roads surface treated (\$900k savings to member municipalities)
- 18 km of County roads rehabilitated and 13 km underwent pavement preservation
- MOF approval achieved for opting out of Property Tax Vacancy Rebate Program
- Digital Strategy engagement phase completed
- Research completed with OMNR for detection of Oak Wilt in County forest

Community

Thriving & Inclusive Communities



Accomplishments

- Munroe Street, Cobourg affordable housing project progress, with occupancy slated for 2019
- Affordable Housing Strategy
 - Engagement sessions hosted with developers and community agencies
 - Presentation of draft framework to County Council
 - Workshop with County Council and senior municipal staff
 - Presentation to member municipalities and implementation planned for 2019



Accomplishments

- Food 4 All warehouse 1.4M pounds / ~\$3.6M of food distributed in 2018
- Collaboration with Classic Rock 107.9 on 'Classic Rock Restock' for Food 4 All warehouse



Accomplishments

- Joint Emergency Training & Exercise completed with Alnwick/Halifax Township
- Youth engagement
 - Local Government Week 'Ways We Work Together' plow painting
 - Take our Kids to Work Day



Accomplishments

- Paramedics equip Cobourg waterfront with AEDs
- 4th Annual Survivor Day event recognized first responders who achieved successful resuscitation of 12 cardiac arrest patients in 2017
- Governor General Exemplary Service Medals presented to 2 long-serving paramedic staff



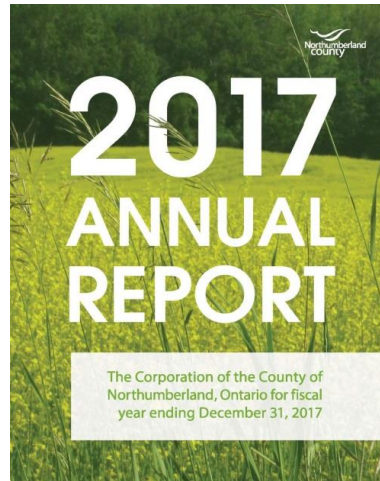
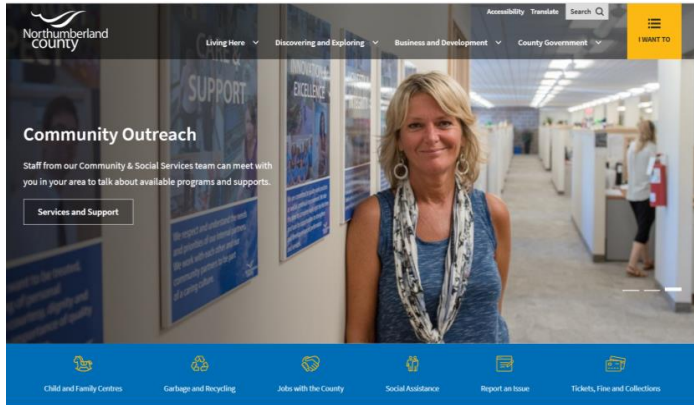
Accomplishments

- New 211 services in collaboration and partnership with United Way
- Second homelessness enumeration completed, informing design of housing and homelessness programs and policies
- Early Years expansion/renovation of childcare centres to increase the number of licensed spaces by sixty-six for children 0 – 4 years old
- Childcare Expansion Plan Funding enhanced support to children with special needs
- Journey Together, Indigenous Early Years Team teachings at EarlyON Centres and licensed child care centres

Excellence



Thriving & Inclusive Communities



Accomplishments

- Launched process to redesign Northumberland County website; April 2019 go-live.
- Published 2017 Annual Report
- Finalized IT Strategic Plan
- Various LEAN projects underway to realize efficiency gains
- Implemented Emerald Ash Borer Management Plan – 10-year hazard-removal, replacement & tree diversification plan
- Safety/Innovation
 - Power lift/Load Stretcher installations complete
 - Improved high-vis decaling for T/W supervisor trucks

2019 Priorities / Financial Plan



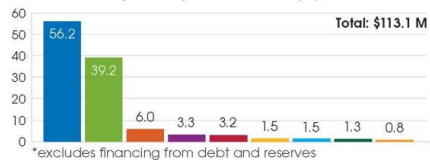
2019 Budget & Long Term Plan



Northumberland County 2019 BUDGET OVERVIEW

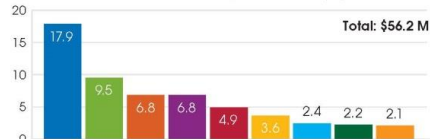


How the County funds your services* (M)



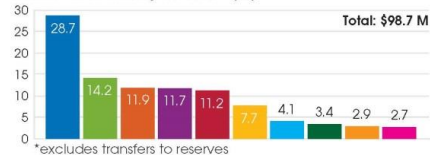
- Property Tax
- Grants & Subsidies
- Bag Tags/Tipping Fees/Recycling
- GPL Resident Fees
- Other
- Social Housing Rent
- Provincial Offences Fines
- Surface Treatment Recoveries
- Corporate Rent

How your property taxes are put to work (M)



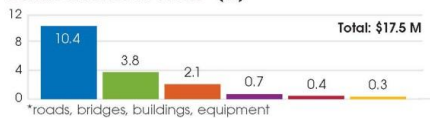
- Roads
- Community & Social Services
- Paramedics
- Waste
- Golden Plough Lodge
- MPAC/Health Unit
- Ec Dev/Tourism/Land Use Planning
- Facilities & Major Projects
- Other

Dollars invested by service* (M)



- Community & Social Services
- Golden Plough Lodge
- Roads
- Waste Management
- Paramedics
- Corporate/Governance
- External Transfers
- Facilities
- Ec Dev/Planning & Tourism
- Other

Dollars invested in assets* (M)



- Roads
- Facilities & Major Projects
- Waste
- Paramedics
- Golden Plough Lodge
- Other

10-Year Long-Term FINANCIAL PLAN HIGHLIGHTS

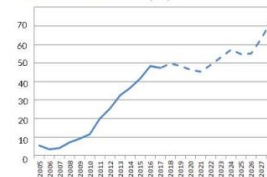
Major Capital Projects Financed in 10-year Plan



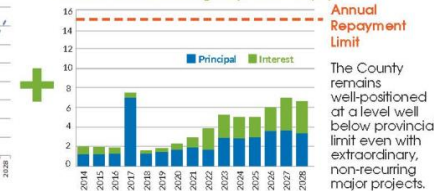
Cost estimates may require future review and change due to inflationary pressures for non-residential construction activities along with uncertainty in provincial funding levels.

Sound Financial Planning

Growth in Reserves (M)



Modest Debt Servicing Requirements (M)



The County remains well-positioned at a level well below provincial limit even with extraordinary, non-recurring major projects.

Falling Behind Infrastructure Deficit

Progress is being made with the Dedicated Infrastructure Levy, though financing required to meet service levels continues to outpace available funds. The County will study Development Charges in 2019 as a tool to help finance requirements related to growth.



Financial Plan Risks

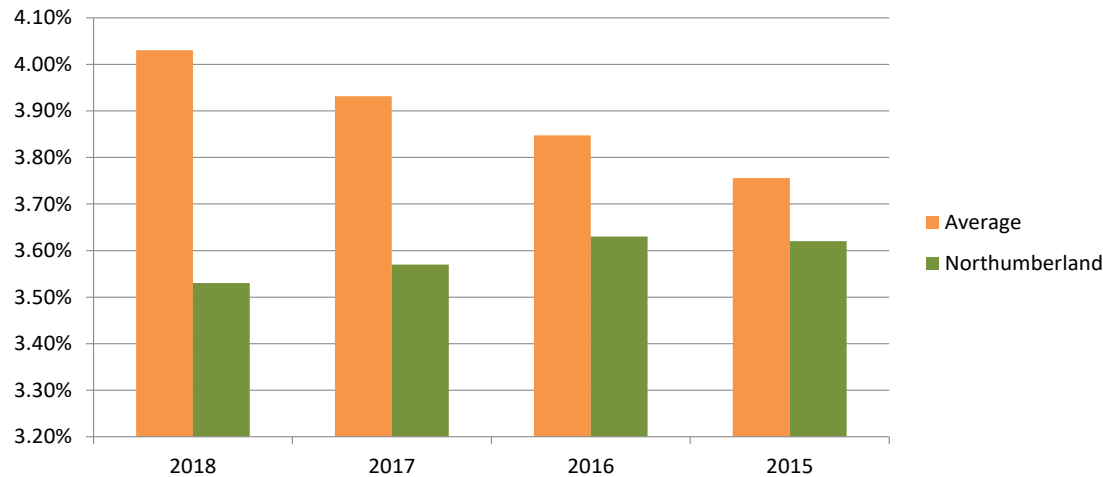


- Tighter budgets already reflected in reduced annual surpluses
 - 2017; 0.4% of County Budget
 - 2018; possible deficit as a result of uncontrollable impacts
- Insufficient financial capacity in reserves for budget stabilization & contingency
 - \$900K WSIB Reserve underfunded based on new Actuarial Valuation
- Dependence on Provincial funding
 - 35% of revenues from grants/subsidies
 - Future commitments uncertain
- Significant inflationary pressures long-term capital
 - 2018 annual non-residential construction price index (GTA 5.7%, Ottawa 6.7%)
- Inability to maintain service levels

Eastern Ontario (upper tier) Levy Increases



Levy Increase (incl. growth)



- Northumberland total levy increases less than Eastern Ontario upper tier average over past 4 years
- 6 of the 12 polled municipalities have a dedicated infrastructure levy

* Northumberland 2016 levy increase adjusted to remove impact of transitioning Fire Dispatch services from lower-tier municipalities

Full Service Municipality



		EASTERN ONTARIO COUNTIES										
		Northumberland	Peterborough	Hastings	Frontenac	Haliburton	Renfrew	SDG	UCLG	Lanark	L & A	UCPR
S	Population	85,598	138,236	136,445	150,475	18,062	102,394	113,429	100,546	68,698	42,888	89,333
E	Waste	✓				✓						
R	POA	✓	✓	✓		✓	✓	✓	✓		✓	✓
V	Social Services	✓		✓		✓	✓		✓	✓	✓	✓
I	Roads	✓	✓			✓	✓	✓	✓	✓	✓	✓
C	Paramedics	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
E	LTC	✓		✓	✓		✓		✓	✓	✓	✓
S	Economic Development	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓
	Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

2019 Priorities/Initiatives

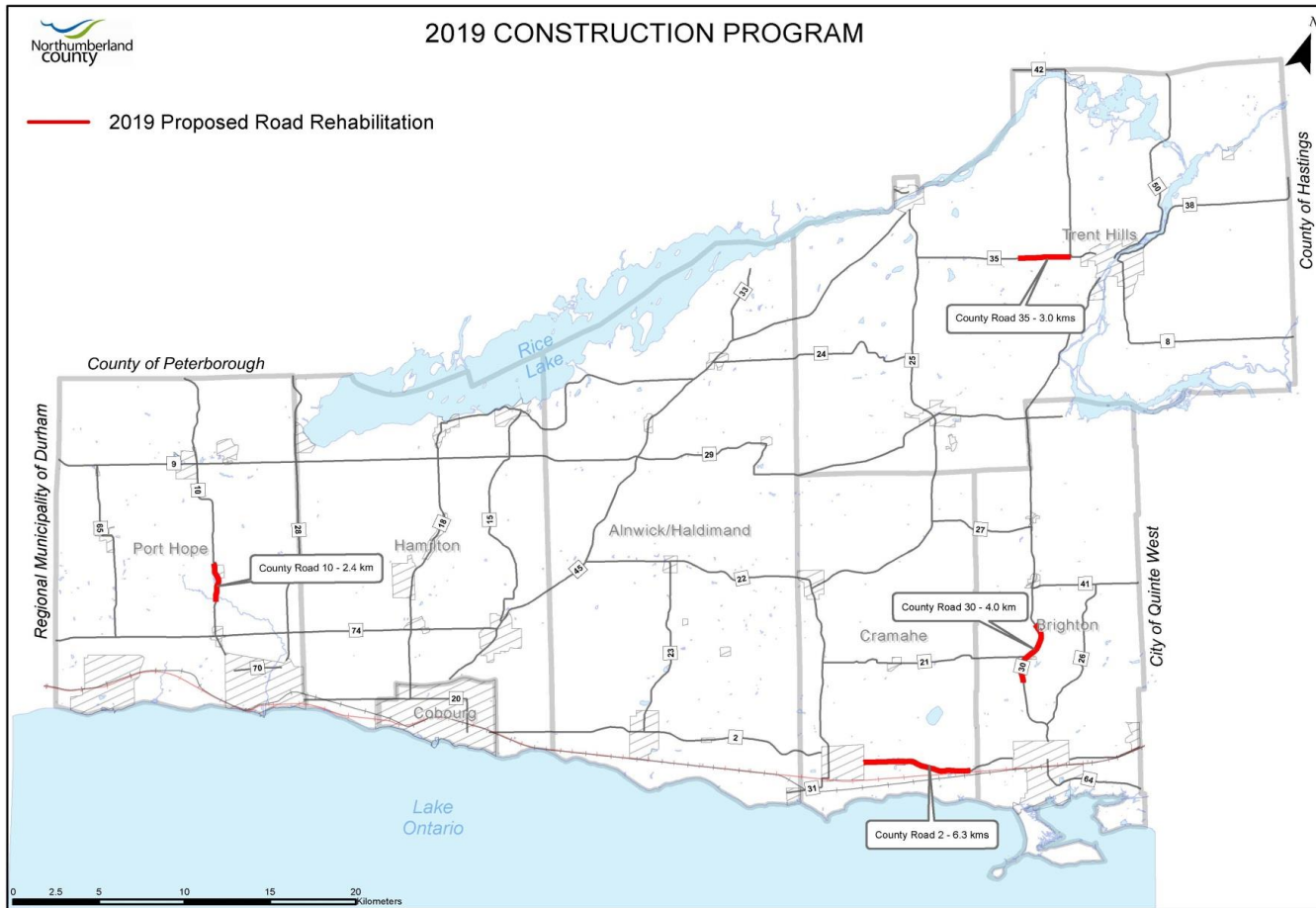
- GPL redevelopment design and architectural services
- Affordable Housing Strategy rollout
- Trent Hills shared emergency services base construction
- Organics transfer station
- Upgrades to transfer station public drop-off areas
- LHC and corporate facilities projects
- Implementation of HRIS software systems
- Roads and bridge work
- Equipment for Transportation, Waste & Paramedic teams



Questions?

Supplemental Slides

2019 Construction Program



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MNR, 2016
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Fast Facts



344

County owned social housing units



1,300

Approx. Ontario Works recipients (adults & children)

447

Non-profit housing units subsidy administration as legislated Provincial Service Manager

Community & Social Services
\$0.27 per budget dollar
Provides for mandatory program delivery in employment, financial and homelessness supports, services for children, youth and seniors, social and affordable housing and food security

5

Community Hubs

136

Households rent supplement/allowances

1.4M

Pounds of food distributed Food 4 All Warehouse

83

New affordable housing units.

Poverty reduction and Community Outreach Programs

▶ 30



652

Children supported Child Care fee subsidy program

7

Ontario Early Years Child and Family Centres

Fast Facts

70

Vehicles



45

Pieces of large equipment

5,000

Traffic signs

36

Traffic signals

63

Streetlights



503

Kilometers of roadways

12-15

Kilometers paved annually vs service level target of 20+

175

Kilometers bike lanes / paved shoulders

45

Bridges

68

Culverts over 3 metres

4

Roads Depots

Transportation
\$0.20 per budget dollar
Provides for road and bridge rehabilitation, winter control, maintenance of roads, tree/brush removal, fleet management, roadside safety, storm water management

Fast Facts



1

operational landfill site

6

closed landfill sites
perpetual care and
environmental oversight

2

waste transfer stations

1

material recycling plant

30

pieces of mobile
equipment



Recycling & Waste

\$0.13 per budget dollar

Provides for landfill and
waste transfer station
operations, curbside
collection of garbage,
recycling and leaf/yard waste,
household hazardous and e-
waste disposal, recycling
processing

39,000+

curbside waste collection
stops per week

46,286

tonnes of waste managed

27,383

tonnes of waste landfilled

15,955

tonnes processed at
Material recycling facility

18,903

tonnes of waste diverted



Fast Facts



151

Residents

70,000

Lbs. of laundry

4,000

Approx. annual maintenance requests

165,000+

Meals -Dietary Services

Housekeeping Services

Recreation Programs

Activation Programs

Social Programs

Spiritual Programs

Administration

▶ 33



200+

Full and part-time staff

24/7

Staffing operation

Golden Plough Lodge

\$.13 per budget dollar
Provides for resident care in accommodation, hospitality and health services for legislatively operating a municipal long-term care home

Clinical Nursing Care

Personal Care; assistance with activities of daily living

Health Professionals' Services; therapeutic, social work and pharmaceutical

Physician Services

Case Management; assessment care planning, scheduling, conferencing and documentation



Fast Facts

12,200

Approx. annual emergency calls with patient transport

25,200

Approx. annual total ambulance call volume

60+

Approx. 80% of calls for population aged 60+. Aging demographic will impact call volumes

104

Full and part-time paramedics

24/7

Staffing operation



Paramedics

\$0.11 per budget dollar
Provides for land ambulance deployment, emergency medical care, patient transportation, ambulance and equipment maintenance, medical supplies inventory management, patient documentation

401

coverage area includes a significant stretch of Highway 401

2,000

km² of land mass area served

13

Ambulances

4

Emergency Response vehicles

6

bases



Fast Facts

6

Paramedic bases

3

Replacement emergency bases (constructed & underway) Paramedics/Fire

1

Long-term care facility redevelopment project

3

Corporate buildings

1

Material Recycling Plant

4

Roads Depots

1

Agri-Food Plant

▶ 35



14

Social housing buildings

344

Total housing units

=

300

Apartment units

+

44

Townhouse units

2,800

Approx. annual maintenance work orders

Facilities

*\$0.07 per budget dollar
(includes \$0.03 GPL Redevelopment)*

Provides for repairs and maintenance of County buildings, infrastructure and grounds maintenance, construction project management and development of long-term capital plans



Fast Facts



\$2.1M

Approx. \$ annually allocated towards funding the Haliburton, Kawartha, Pine Ridge District Health Unit for providing mandated services for creating healthier communities



\$719K

Approx. \$ allotted for County Contribution to EORN public-private mobile broadband enhancement project

External Transfers
\$0.04 per budget dollar
Provides for mandated services from the Municipal Property Assessment Corporation and the Haliburton, Kawartha, Pine Ridge District Health Unit as well as County portion for the Eastern Ontario Regional Network broadband project

\$1.4M

Approx. \$ annually allocated towards funding the Municipal Property Assessment Corporation for providing property assessment under Provincial legislation



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Fast Facts



8,400+

BECN annual client assists

240+

BECN annual consultations

80

BECN approx. annual business start-ups

20

BECN approx. annual business expansions

100

BECN approx. annual jobs created

116

BECN 2018 Entrepreneurship Conference Attendees



37



Economic Development, Planning and Tourism

\$0.03 per budget dollar

Provides for Economic Development, Tourism, Land Use Planning and Inspection services inclusive of business investment attraction and retention, Business & Entrepreneurship Centre (BECN), Ontario Agri-food Venture Centre (OAFVC), County Official Plan, plumbing and septic inspections

102,500

Population forecast by 2034 (current 85,600)

8,200

New homes forecast 2011-2034

4,800

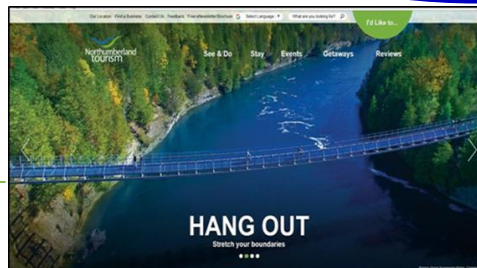
New jobs forecast 2011-2034

2,500+

On-site annual plumbing and septic inspections

\$400K+

Plumbing and septic permit annual revenues



Fast Facts



5,424

Acres multi-use forest

113

Kilometers recreational forest trails



403

Approx. full-time equivalent County employees

586

Full and part-time County employees

6

Unions

122

Approx. annual recruitments (internal & external)

1,500

Approx. resumes received annually

Corporate Services
\$0.03 per budget dollar
Provides for Human Resources, Emergency Planning/Health & Safety, Accessibility, Clerk & Archives/Records and Forest Management services inclusive of staff recruitment, payroll and benefit administration, training, and development, union negotiations, public meetings records/minutes, records retention, forest and trail management

Legislative responsibilities to provide a disaster resilient community and emergency management program

Mandatory duties relevant to occupational health and safety legislation

Legislative duties under Accessibility for Ontarians with Disabilities Act

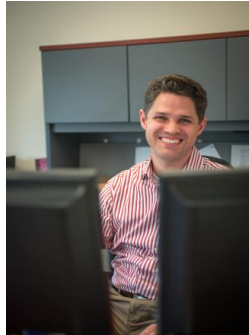
Statutory duties assigned to the Clerk under the Municipal Act



Fast Facts

\$115M

2019 Budget (cash based)



\$58M

Financial assets managed



12,000

Approx. annual POA charges administered per year

1,800+

Capital assets

Finance, Procurement & POA

\$0.03 per budget dollar

Provides for Finance, Procurement, Risk Management and Court Services inclusive of financial reporting, budgeting, asset management, investments, contract management, legal claims management, internal controls, and Provincial Ministry reporting

2,400

Approx. matters to trial

26,000+

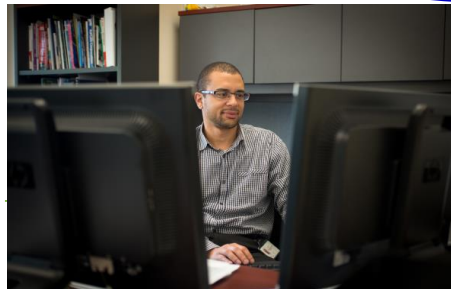
Approx. annual invoices processed for payment

2,500

Approx. charges to resolution meetings with County Prosecutor

50

Approx. tenders and rfp's issued annually



Fast Facts

4

Shared services contracts for County IT support services (Cobourg and Port Hope Police / Cramahe and Hamilton Townships)



40

Support locations

8

Information Technology Staff

650

Support users

2.5

Staff dedicated to shared services support

Information Technology

\$0.01 per budget dollar

Provides strategic technology leadership, helpdesk & technical support, technological innovation, IT security and IT infrastructure management services.

600

Computing devices

76

IT projects in 2018



375

Average support tickets / month

▶ 40

Fast Facts



Council providing governance duties legislated under Municipal Act

Set strategic direction

Lead municipal staff in supporting and implementing organizational strategic plan

Foster an organizational culture of caring, efficiency and engaged staff aligned with strategic plan

Ensure excellence in service delivery



Ensure effective and efficient operation of all municipal services

Maintain the financial integrity of the County

Ensure compliance with all legislation

Corporate communications ensuring public transparency and engagement

Corporate Management/Governance & Communications
\$0.01 per budget dollar
 Provides for senior management and municipal governance services inclusive of establishing and implementing strategic plans, policy setting, overall management and direction of County resources across all departments and corporate communication services

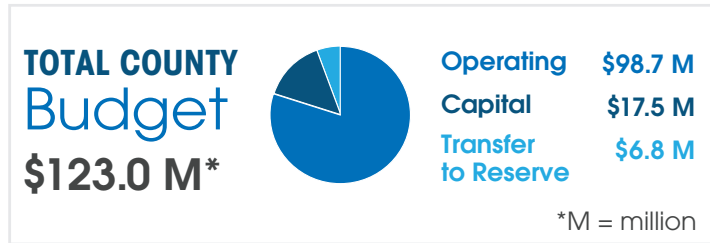


FIND US ON SOCIAL MEDIA!
 Join the discussion, ask questions, share photos, stay informed!

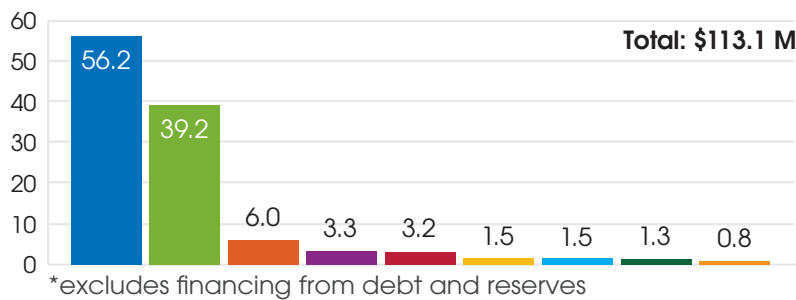
<p>Northumberland County @North_County Northumberland County @northumberlandforest Food 4 All Warehouse @Food4AllNorthumberland Immigration Portal Northumberland County Immigration Portal @immigrate4land Community & Social Services Northumberland County Community & Social Services @northumberlandcounty Ontario Agri-Food Venture Centre @venturecentre @oafvc_kc</p>	<p>Archives @northumberlandcountyarchives Waste Services @NorthumberlandCountyWasteDepartment @NorthRecycles Business & Entrepreneurship Centre @business.entrepreneurship.centre @BizExpertise Business & Entrepreneurship Centre Northumberland Northumberland Tourism @NorthumberlandCountyTourism @NorthumberlandT @NorthumberlandCountyTourism @NorthumberlandTourism Northumberland Paramedics @northumberlandparamedics</p>
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Northumberland County
 Department of Communications
 555 Cochrane Road, Cobourg, Ontario K9A 5K6
 T: 905.372.3329 ext. 2333
 E: communications@northumberlandcounty.ca
 W: www.northumberlandcounty.ca

Northumberland County 2019 BUDGET OVERVIEW

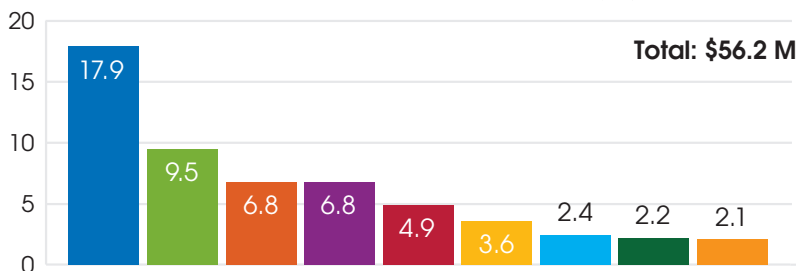


How the County funds your services* (M)



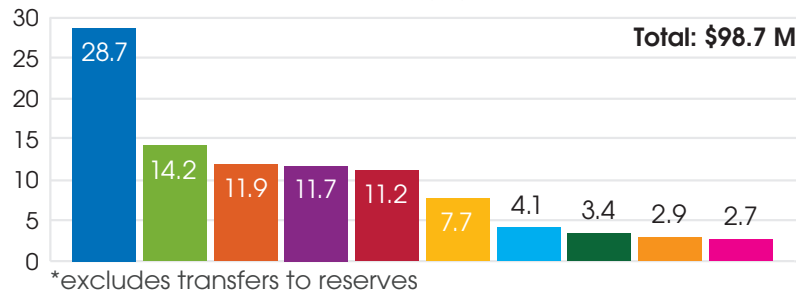
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How your property taxes are put to work (M)



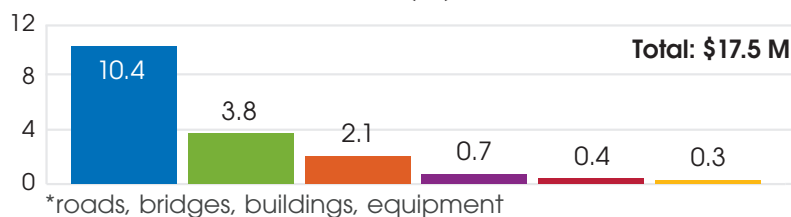
- Roads
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- Paramedics
- Waste
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- Other

Dollars invested by service* (M)



- Community & Social Services
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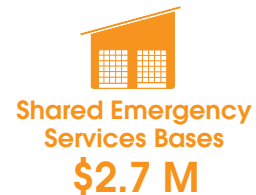
Dollars invested in assets* (M)



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10-Year Long-Term FINANCIAL PLAN HIGHLIGHTS

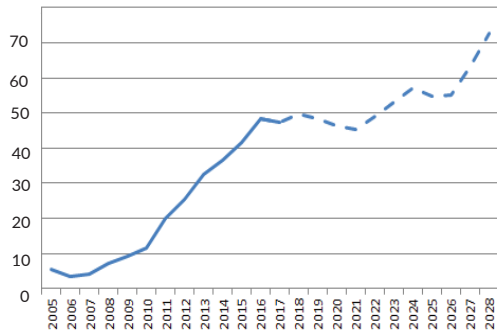
Major Capital Projects Financed in 10-year Plan



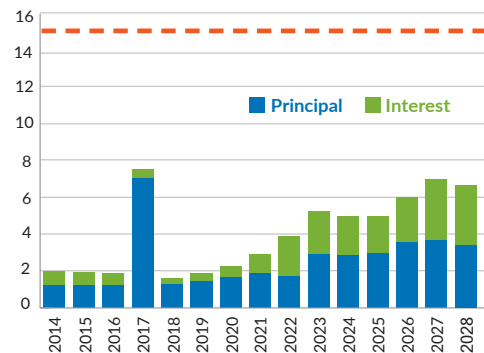
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Sound Financial Planning

Growth in Reserves (M)



Modest Debt Servicing Requirements (M)



Annual Repayment Limit

The County remains well-positioned at a level well below provincial limit even with extraordinary, non-recurring major projects.

Falling Behind Infrastructure Deficit

Progress is being made with the Dedicated Infrastructure Levy, though financing required to meet service levels continues to outpace available funds. The County will study Development Charges in 2019 as a tool to help finance requirements related to growth.



BLUE COMMUNITIES



What is a Blue Community?



The Blue Communities Project encourages municipalities and Indigenous communities to adopt a water commons framework by:

1. recognizing water and sanitation as human rights
2. banning bottled water in municipal facilities and at municipal functions
3. promoting publicly financed, owned, and operated water and wastewater services

UNITED NATIONS & CANADA...



&



- in 2010, the United Nations passed a resolution recognizing the human rights to water and sanitation and acknowledged that clean drinking water and sanitation are essential to the realization of all human rights
- in 2011, the United Nations recognized human rights to water, sanitation, and for governments to establish, monitor and provide accountability that ensure affordable services
- in 2012, Canada recognized the human rights to water and sanitation at the Rio+20 United Nations Conference on Sustainable Development
- **But Canada has yet to develop a plan of action to implement these rights**

RECOGNIZE WATER AND SANITATION AS HUMAN RIGHTS

Water is essential to life – no one should be able to control it or exploit it for profit. The human right to water entitles everyone to sufficient, safe, accessible water for personal and household use. The human right to sanitation would ensure that everyone has access to toilets or latrines that provide privacy and a safe and dignified environment that is physically accessible, affordable and culturally sensitive.



CANADIAN MUNICIPALITIES AND THE RIGHTS TO WATER AND SANITATION

Responsibility for water is shared between municipal, provincial and federal governments. This means the right to water must be recognized and implemented at every level of government.

Official recognition of the rights to water and sanitation at the municipal level would cement these principles.

A WATER COMMONS FRAMEWORK WOULD...

- prevent a pricing scheme that would limit access to drinking water and wastewater services
- ensure all residents have equal access to adequate supplies of safe, clean water and sanitation
- provide citizens with information on their water supply and the operation of their water services
- promote water conservation, treatment, reuse and source protection to enhance water quality and quantity

BEST PRACTICES

- 40 countries globally have enshrined this declaration of rights to water and sanitation in national constitutions or national legislation, including ...
- in 2007, the Union of Nova Scotia Municipalities recognized “access to clean water” as a “basic human right”
- in 2010 the Northwest Territories recognized the right to water, and
- In national constitutions or national legislation this declaration is included in India / South Africa / Mexico / France / United Kingdom / Uruguay

BAN BOTTLED. WHY? ...



- it represents a private takeover of the water commons. Corporations take free-flowing water from its natural state – or, sometimes, treated municipal water – put it in plastic bottles, and sell it at exorbitant rates
- Aquafina admits using municipal water systems in *Mississauga* and *Vancouver*
- in the United States, scientific evidence suggests almost 50% bottled water comes from municipalities

Bottled water was a niche market, and the consumption increased dramatically as it became viewed as a product for sale. It profited enormously by selling it as a “clean, safe, and natural alternative” to public water.



○ Water-bottling companies next to nothing to extract water from springs and aquifers. Whole watersheds are now under threat from this practice

In 2015 a study found only 6% of global groundwater around the world is renewable

Also in 2015, a poll commissioned by the Munk School of Global Affairs Program on Water Issues found that 96% of Canadians said it is important that groundwater use remain sustainable and not be exhausted by overuse



DID YOU KNOW.....

In order to persuade people to spend up to 3,000 times what they spend on tap water, bottled water companies advertise their products as a safer and healthier alternative

Nothing could be further from the truth!

Bottled water is regulated as a food product under the Canadian Food Inspection Agency

Bottling plants are inspected on average only once every three years!

REGULATION OF TAP WATER



Municipal tap water is tested continuously during and after treatment, and during distribution

Example:

- Toronto samples every four to six hours
- Halifax samples six to eight times daily
- Nanaimo tests daily
- and in Cobourg, Lakefront Utilities Services staff collect samples weekly. Cobourg has been forward thinking in using the process of Osmosis in our water systems – a more sustainable practice

DO WE NEED BOTTLED WATER?

In an era when the world is dealing with the impacts of climate change, the bottled water industry requires massive amounts of fossil fuels to manufacture and transport

MORE Canadians are moving to the tap and rejecting bottled water

A surge of Canadian municipalities, school boards, colleges and are banning the sale and purchase of bottled water



DITCH BOTTLED WATER

- in 2009, the Federation of Canadian Municipalities (FCM), voted in favour of a resolution to encourage all Canadian cities to phase out the sale and provision of bottled water in municipal facilities and at municipal events
- Associations of Municipalities of Ontario (AMO) is addressing water taking policies to protect groundwater and prioritizing uses and increasing water use tracking and reporting.
- in 2011, the Union of B.C. Municipalities voted overwhelmingly in favour of a Blue Communities resolution at their annual convention.

THANK YOU

On behalf of the citizens of The Town of Cobourg, Council of Canadians – Northumberland Chapter, Blue Dot, Sustainable Cobourg, former Environmental Active Transportation Advisory Committee, and the Blue Communities Program, we thank Mayor John Henderson, members of Town Council, and staff for your consideration in adopting a declaration to ...

- Recognizing water and sanitation as human rights
- Banning the sale of bottled water in public facilities and at municipal functions
- Promoting publicly financed, owned, and operated water and wastewater services

... And join in as a Blue Community

BLUE COMMUNITIES

An initiative of the Council of Canadians

PRESENTATION TO COUNCIL – March 18, 2019

On behalf of:

Council of Canadians – Northumberland Chapter

Blue Dot

Sustainable Cobourg

Environmental & Climate Change Advisory Committee (formerly Environmental Active Transportation Advisory Committee)

Presenting:

Petra Hartwig:

Gudrun Ludorf-Weaver:

1. Power Point presentation (attached)

Blue Communities is an organization providing the community for leaders to protect water through collaboration with governments to be held accountable for providing safe, clean drinking water for everyone.

What's the difference between the Blue Dot and Blue Communities?

Blue Dot is a campaign led by the David Suzuki Foundation, highlighting our right to a healthy environment and clean, accessible water. The Blue Dot resolution promotes the rights to clean air, clean water, safe food and access to nature. The Blue Dot resolutions also promote the right to know about pollutants and contaminants, and the right to participate in decision-making that will affect the environment.

A copy of the signed declaration in 2018 is attached.

The **Blue Communities** Project focuses on challenging the privatization, commodification and corporate control of water. This project promotes water as commons and focuses on the three key water issues of bottled water, the human right to water and sanitation, and keeping water and wastewater services public, community-run and not-for-profit.

The Blue Communities Project resolution on the human rights to water and sanitation call on the federal and provincial governments to enshrine these rights in federal and provincial law.

At the Municipal level, municipal council can demonstrate water leadership by passing the resolutions and raising awareness amongst residents after the resolutions have been passed.

A copy of the declaration, for Council consideration, is attached.

Alongside the phase out of bottled water, the Blue Communities Project requires that municipalities ensure that people have **access to drinking water through drinking water fountains/water bottle filling stations or mobile water stations.** The bottled water resolution also requires a municipal staff and public awareness campaign to support the rationale for these changes. Staff are asked to develop an implementation schedule with timelines that include an assessment of access to tap water at municipal facilities.

Meeting with Lakefront Utilities Services senior staff, Water on Wheels was tried a few years ago, but it was not as feasible as was thought. There are regulations surrounding sanitation. We researched water bottle filling stations, and LUSI is supportive in the installation of units strategically placed within the Town, and will look after seasonal start up and shut down. However, the cost of operation would be included in the budget of Parks and perhaps Public Works. It would be the municipality's responsibility to enact a "No Water Bottle Policy" at municipal events.



Waterfront Festival 2018 – Inner Wheel sold 71 cases of bottled water at \$2/bottle = \$1904. What is the carbon footprint? 952 plastic bottles, most of which end up in landfills. Looking at just the bottom line is not a way for the community to look at sustainability.

What can municipalities do to raise funds that normally would be generated by bottled water sales? The town could buy and sell reusable water bottles with the logo on it or "Water is a Human Right" slogan to replace revenue previously obtained through bottled water sales.

How much does it cost to install drinking water fountains? Where can these funds come from?

The cost of installing drinking water fountains outside varies depending on the location and suppliers. In my research, the cost is roughly \$3,500 to \$4,500 per unit in addition to installation costs, but costs will vary.

As a Blue Community you will become part of a growing movement for public water in Canada and around the world.

Resolution to Recognize the Rights to Water and Sanitation

WHEREAS nearly 750 million people around the world do not have access to clean drinking water, 4 billion people face severe water scarcity and 2.5 billion people do not have adequate sanitation; and

WHEREAS Indigenous communities in Canada have been disproportionately affected by lack of access to safe drinking water and sanitation; and

WHEREAS on July 28, 2010, the United Nations General Assembly passed a resolution recognizing the human rights to water and sanitation; and

WHEREAS on September 23, 2011, the United Nations Human Rights Council passed a resolution on the human right to safe drinking water and sanitation and called on governments to take concrete action by developing plans of action, establishing monitoring and accountability mechanisms, and ensuring affordable services for everyone; and

WHEREAS the Canadian Union of Public Employees and the Council of Canadians have asked Canadian municipalities to assist in their effort to have the federal government protect water and sanitation as human rights;

WHEREAS recognizing the rights to water and sanitation is one of three steps needed to declare The Town of Cobourg a Blue Community;

THEREFORE BE IT RESOLVED that The Town of Cobourg recognizes and affirms that water and sanitation services are fundamental human rights.

BE IT FURTHER RESOLVED that The Town of Cobourg will call on the federal and provincial governments to enshrine the human rights to water and sanitation in federal and provincial law.

BE IT FURTHER RESOLVED that The Town of Cobourg will call on the Government of Canada to develop a national plan of action to implement the human rights to water and sanitation.

Banning or Phasing out the sale of bottled water in municipal facilities and municipal events.....

WHEREAS The Town of Cobourg operates and maintains a regulated and sophisticated water treatment and distribution system that meets some of the most stringent water quality requirements in the world; and

WHEREAS the regulatory requirements for monitoring water quality contained in single-use bottled water are not as stringent as those that must be met by The Town of Cobourg and

WHEREAS single-use bottled water is up to 3,000 times more expensive than water from the tap in The Town of Cobourg, even though bottled water can originate from municipal water systems;

WHEREAS resource extraction, packaging and distribution of single-use bottled water creates unnecessary air quality and climate change impacts, consumes unnecessary resources such as oil in the manufacturing of plastic bottles and fuel used in the transportation of bottled water to the consumer, and creates unnecessary recycling and waste disposal costs; and

WHEREAS The Town of Cobourg's tap water is safe, healthy and accessible to residents and visitors, is readily available at most indoor public facilities, and is substantially more sustainable than bottled water; and

WHEREAS when access to municipal tap water does not exist, bottled water can be an appropriate alternative; and

WHEREAS banning the sale and provision of bottled water in municipal facilities and at municipal events is one of three steps needed to declare The Town of Cobourg a Blue Community;

THEREFORE BE IT RESOLVED THAT, where access to municipal tap water exists, single-use bottled water will no longer be sold in municipal facilities, from municipally-owned or municipally administered concessions, or from vending machines in public facilities; and

BE IT FURTHER RESOLVED THAT single-use bottled water will no longer be purchased and provided at municipal meetings, events or work performed outdoors where access to municipal water exists; and

BE IT FURTHER RESOLVED THAT the availability of water jugs or water stations with municipal water will be increased at municipally-organized meetings and events (until such time that water bottle filling stations be implemented in the Town of Cobourg in public spaces); and

BE IT FURTHER RESOLVED THAT a staff and public awareness campaign will be developed to support the rationale for these changes; and

BE IT FURTHER RESOLVED THAT staff develop an implementation schedule with time-lines that includes an assessment of access to tap water at municipal facilities; and

BE IT FURTHER RESOLVED THAT staff provide a progress report at regular intervals.

Outdoor water bottle filling stations:
environmentally friendly providing a fast, convenient way to obtain drinking water, and promotes the use of refillable water bottles

- Heavy duty stainless steel construction.
- operated by a press button to operate the water flow.
- Pre drilled flange with ground mounting plate (requires excavation)
- press button operated model can be specially ordered with an optional freeze resistant valve
- Compliant Regulations
- Stand alone or wall mounted (replace the existing one in Victoria Park)
- vandal-resistant design, engineered to withstand the elements
- \$3,500 - \$4,200 made in Ontario

Water bottle refilling stations were installed at over thirty Algoma District School Board (ADSB) schools. 2016 - saved 25,054 plastic bottles to date. Korah Collegiate has saved 65,493 plastic bottles to date! It is anticipated that over time the number of water bottles saved will be in the tens of thousands. <https://saultonline.com/2017/05/water-refilling-stations-help-students/>





UNBOTTLE IT!

Helping your community to become a Blue Community is a great way to raise awareness and take action to protect water as a commons. Learn more and download the *Blue Communities Project Guide* at www.canadians.org/bluecommunities

If you have any questions or need more information, contact bluecommunities@canadians.org, or call us toll-free at 1-800-387-7177.

YouTube short...How to turn your communities Blue ... <https://youtu.be/518U1VanK1k>

Cobourg can be a leader and a part of the solution, and pass resolutions recognizing the human right to water, banning bottled water from municipal facilities and events, and promoting public water services.

THANK YOU!



The Corporation of the Town of Cobourg
 Legislative Services Department
 55 King Street West
 Cobourg, ON K9A 2M2

Delegation Request Form

Please submit the completed Delegation Request Form to the Municipal Clerk in person or by mail to 55 King Street West, Cobourg, ON K9A 2M2, by e-mail to clerk@cobourg.ca, or by fax to (905) 372-7558.

1. CONTACT INFORMATION	
Name of Delegate(s): Petra Hartwig	
Group/Organization/Business Delegation Represents (if applicable): Northumberland Chapter Council of Canadians, Sustainable Cobourg, Blue Dot and former Environmental A	
Phone: [REDACTED]	E-Mail: [REDACTED]
2. MEETING SELECTION	
I wish to appear before: <input type="checkbox"/> Committee of the Whole <input checked="" type="checkbox"/> Regular Council <input type="checkbox"/> Advisory Committee or Local Board If appearing before an Advisory Committee or Local Board please specify: Press to Select a Committee of Board	
Meeting Date Requested: Monday, March 18, 2019	
3. DELEGATION REQUEST	
General Nature/Purpose of the Delegation: (Clearly state the nature of the business to be discussed & provide a general summary of the information to be presented) Blue Communities and installation of outside water bottle filling stations (budget item)	

LEGISLATIVE SERVICES DEPARTMENT | VICTORIA HALL, 55 KING ST W, COBOURG, ON K9A 2M2
 T.905.372.4301 | F.905.584.4325 | www.cobourg.ca | clerk@cobourg.ca

Recommendation to Council/Committee/Board:
 (Please Indicate below what action you would like the Town to take with respect to the above-noted subject matter)

- * Adopt a resolution to recognize the rights to water and sanitation
- * Banning or phasing out the sale of bottled water in municipal facilities and municipal events (functions)
- * consider budgeting for the installation of outside water bottle filling stations strategically placed around the Town of Cobourg/parks

Have you appeared before the Town of Cobourg's Council or its Committees or Boards in the past to discuss this issue?

Yes No

4. PRESENTATION MATERIAL

Will you have an oral or written presentation? Oral Written

Do you have any equipment needs? Yes No

If selecting yes, please indicate the type of equipment needed for your presentation:

PowerPoint

Note: Delegates are required to provide one (1) copy of all background material/presentations prior to the deadline provided in the Delegation Rules and Guidelines below, or it will not be included in the Agenda.


I have read and understood the Delegation Rules and Guidelines attached to this Form and acknowledge that information contained on this Form, including any attachments, will become public documents and listed on the Town of Cobourg Meeting Agenda.

Petra Hartwig		2019/03/14
Print Full Name	Signature	Date (YYYY/MM/DD)

 Municipal Clerk or Designate

Personal information, as defined in the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), is collected under the authority of the Municipal Act, 2001, and in accordance with MFIPPA. Personal information collected in relation to materials submitted for an agenda will be used to acknowledge receipt, however, please be aware that your name is subject to disclosure by way of publication of the agenda. All meetings are open to the public except where permitted to be closed to the public under legislative authority. Questions regarding the collection, use and disclosure of personal information contained in this Form may be directed to Brent Larmer, Municipal Clerk/Manager of Legislative Services at (905) 372-4301 extension 4401, or at blarmer@cobourg.ca.

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	THE CORPORATION OF THE TOWN OF COBOURG
	COMMITTEE OF THE WHOLE MEETING REPORT
	March 11, 2019 Council Chambers, Victoria Hall, Cobourg

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
 Glenn McGlashon, Director of Planning and Development
 Laurie Wills, Director of Public Works
 Dean Hustwick, Director of Recreation and Culture
 Brent Larmer, Municipal Clerk/Manager of Legislative Services

CALL TO ORDER

Mayor John Henderson called the meeting to order (5:00 P.M.).

CLOSED SESSION

Moved by Deputy Mayor Suzanne Séguin, THAT Council meet in Closed Session at 5:00 P.M. prior to the Committee of Whole Meeting 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:

Planning and Development Advisory Committee Applications for the 2018 – 2022 Council Term.

- s. 239(1)(c) A proposed or pending acquisition or disposition of land by the municipality or local board:

A potential sale of Municipal Property, regarding Lucas Point Industrial Park Lands.

- s. 239(1)(f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose:

Municipal Solicitor opinion regarding Property Standards Orders.

The Committee of the Whole meeting reconvened at (6:00 P.M.) in Open Session.

Carried

AGENDA ADDITIONS

1. Letter from Oscar Mosquera, Manager, Program Development Section, Ministry of Community Safety and Correctional Services dated March 1, 2019, regarding the funding allocation of the Court Security and Prisoner Transportation (CSPT) Program with the Town of Cobourg for 2019.
2. Letter from Balder Corporation, 2642301 Ontario Ltd. and 2363219 Ontario Ltd., regarding a request for concessions in the development and construction of an energy efficient, accessible rental complex located on 315-325 University Avenue West, Cobourg.
3. Letter from Glenn McGlashon, Director of Planning and Development, regarding comments on the Proposed Amendment No. 1 to the Growth Plan for the Greater Golden Horseshoe.
4. Notice of Hearing of the Committee of Adjustment and Planning Staff report regarding:

File No. A-04-19 554 Lakeshore Road, Cobourg
1429712 Ontario Ltd. (B.A. Wall & Associates)
on behalf of Michael & Lindsay Harding

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

Carried

DISCLOSURE OF PECUNIARY INTEREST

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

PRESENTATIONS

DELEGATIONS

Robert Washburn, Local News Northumberland, regarding an update on local news projects, including the Northumberland Hub and other activities.

R. Washburn attended the meeting and presented an update on local news projects in Northumberland. After a question and answer period, R. Washburn was excused from the meeting (6:12 P.M.).

David Kuhnke, Vice President and John Kraus, Music Director, Northumberland Orchestra and Choir, regarding support for an approved Community Grant.

D. Kuhnke and J. Kraus attended the meeting to present information on the Northumberland Orchestra and Choir in support of their 2019 Municipal Community Grant Application. After a question and answer period, D. Kuhnke and J. Kraus were excused from the meeting (6:23 P.M.).

Andrew Hall, Santa Claus Parade Committee, regarding support for an approved Community Grant.

A. Hall attended the meeting to present information on the Santa Claus Parade Committee in support of their 2019 Municipal Community Grant Application. After a question and answer period, A. Hall was excused from the meeting (6:36 P.M.).

DELEGATION ACTIONS

Delegation Action, Robert Washburn, Local News Northumberland, regarding an update on local news projects, including the Northumberland Hub and other activities.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the delegation from Robert Washburn for information purposes.

Carried

Delegation Action, David Kuhnke and John Kraus, Northumberland Orchestra and Choir, regarding support for an approved Community Grant.

Moved by Deputy Mayor Suzanne Séguin, THAT Council refer the matter to the March 14th 2019 Budget Meeting deliberation, Municipal Community Grants Section.

Carried

Delegation Action, Andrew Hall, Santa Claus Parade Committee, regarding support for an approved Community Grant.

Moved by Deputy Mayor Suzanne Séguin, THAT Council refer the matter to the March 14th 2019 Budget Meeting deliberation, Municipal Community Grants Section.

Carried

GENERAL GOVERNMENT SERVICES

Chair, Deputy Mayor Séguin - General Government Services Coordinator

Letter from Oscar Mosquera, Manager, Program Development Section, Ministry of Community Safety and Correctional Services dated March 1, 2019, regarding the funding allocation of the Court Security and Prisoner Transportation (CSPT) Program with the Town of Cobourg for 2019.

Moved by Deputy Mayor Suzanne Séguin, THAT Council direct staff to prepare a by-law authorizing the Mayor and Municipal Clerk to execute an agreement under the Court Security and Prisoner Transportation (CSPT) Program in order to receive the funding allocation for 2019 in the amount of \$26,953.40 as indicated in the funding agreement correspondence.

Carried

Letter from Balder Corporation, 2642301 Ontario Ltd. and 2363219 Ontario Ltd., regarding a request for concessions in the development and construction of an energy efficient, accessible rental complex located on 315-325 University Avenue West, Cobourg.

Moved by Deputy Mayor Suzanne Séguin, THAT Council receive the letter from Balder Corporation, 2642301 Ontario Ltd. and 2363219 Ontario Ltd. for information purposes; and

FURTHER THAT Council refer the matter to be considered in the 2019 budget deliberations that will be held on Thursday, March 14, 2019; and

FURTHER THAT the matter be forwarded to Staff for a report outlining a Town of Cobourg municipal financial support policy for projects of this nature for Council's consideration by April 1, 2019.

Carried

PLANNING AND DEVELOPMENT SERVICES

Chair, Councillor Beatty - Planning and Development Services Coordinator

Memo from the Director of Planning and Development, regarding a request for an exemption to Part Lot Control for Morgan Street (Blocks 100 - 102 inclusive, and Lots 36 - 42 inclusive, Plan 39M-875), East Village Subdivision Phase 3 - Stalwood Homes.

Moved by Councillor Nicole Beatty, THAT Council endorse the By-law attached to the Staff Report which exempts Blocks 100 - 102 inclusive and Lots 36 - 42 inclusive on registered Plan 39M-875 (Morgan Street, East Village Subdivision Phase 3) from the Part Lot Control provisions of the *Planning Act, R.S.O. 1990, c.P. 13*, as amended; and

FURTHER THAT the by-law be presented to Council for final approval.

Carried

Memo from the Planner 1 - Heritage, regarding the Downtown Cobourg Vitalization Community Improvement Plan (CIP) - Summary Report 2018 and 2019 Implementation Plan.

Moved by Councillor Nicole Beatty, THAT Council receive the report from the Planner 1 - Heritage for information purposes; and

FURTHER THAT Council endorse the 2019 Implementation Plan for the Downtown Cobourg Vitalization Community Improvement Plan (CIP), subject to funding approval by Council through the 2019 municipal budget process.

Carried

Motion to Amend:

Moved by Councillor Emily Chorley, THAT the proposed timeline to review CIP Applications is amended to enable Council to consider the proposed recipients at a Committee of the Whole meeting and Regular Council meeting held on two separate days in order to provide additional time for reflection and public feedback; and

FURTHER THAT Staff reviews the composition of the CIP Evaluation Committee and prepares a report back for Council, including the Committee's Terms of Reference by May 31, 2019.

Carried

Moved by Councillor Nicole Beatty, THAT Council receive the report from the Planner 1 - Heritage for information purposes; and

FURTHER THAT Council endorse the 2019 Implementation Plan for the Downtown Cobourg Vitalization Community Improvement Plan (CIP), subject to funding approval by Council through the 2019 municipal budget process, and

FURTHER THAT the proposed timeline to review CIP Applications is amended to enable Council to consider the proposed recipients at a Committee of the Whole meeting and Regular Council meeting held on two separate days in order to provide additional time for reflection and public feedback; and

FURTHER THAT Staff reviews the composition of the CIP Evaluation Committee and prepares a report back for Council, including the Committee's Terms of Reference by May 31, 2019.

Carried

Motion from the Secretary of Cobourg Heritage Advisory Committee regarding a motion of support from correspondence received from the Cobourg and District Historical Society to amend the Municipal Naming Policy.

Moved by Councillor Nicole Beatty, THAT Council support the recommendation from the Cobourg Heritage Advisory Committee to support the request from the Cobourg District Historical society to have 'Jackson' added to the Municipal Naming Policy as a potential street name within the Town of Cobourg.

Carried

Letter from Glenn McGlashon, Director of Planning and Development, regarding comments on the Proposed Amendment No. 1 to the Growth Plan for the Greater Golden Horseshoe.

Moved by Councillor Nicole Beatty, THAT Council receive the letter from the Director of Planning and Development for information purposes.

Carried

Notice of Hearing of the Committee of Adjustment and Planning Staff report regarding:

File No. A-04-19 554 Lakeshore Road, Cobourg
1429712 Ontario Ltd. (B.A. Wall & Associates) on behalf of
Michael & Lindsay Harding

Moved by Councillor Nicole Beatty, THAT Council endorse the comments of the Planning staff and receive the Notice of Hearing for information purposes.

Carried

PUBLIC WORKS SERVICES

Chair, Councillor Darling - Public Works Services Coordinator

Memo from the Director of Public Works, regarding Unfinished Business item No. 01-14-19, regarding a Petition from Debbie Davis on amendments to the 'No Parking' Restrictions on Riddell Street and the end of White Street.

Moved by Councillor Brian Darling, THAT Council receive the Report from the Director of Public Works for information purposes to address the Unfinished Business item No. 01-14-19, regarding a Petition from Debbie Davis on amendments to the 'No Parking' restrictions on Riddell Street and the end of White Street.

Carried

Motion to Amend:

Moved by Councillor Emily Chorley, THAT Staff implement the Report's analysis and allow parking on the south side of White Street, adjacent to Terry Fox School by May 31, 2019.

Carried

Moved by Councillor Brian Darling, THAT Council receive the Report from the Director of Public Works for information purposes to address the Unfinished Business item No. 01-14-19, regarding a Petition from Debbie Davis on amendments to the 'No Parking' restrictions on Riddell Street and the end of White Street, and

FURTHER THAT Staff implement the Report's analysis and allow parking on the south side of White Street, adjacent to Terry Fox School by May 31, 2019.

Carried

Memo from the Manager of Engineering and Capital Projects, regarding the Elgin Street Multi-Use Path Tender Award, Contract CO-19-06 DPW.

Moved by Councillor Brian Darling, THAT Council award the Elgin Street Multi-Use Path, Tender CO-19-06 DPW to IPAC Paving Limited in the amount of \$173,401.62 (non-refundable HST).

Carried

PARKS AND RECREATION SERVICES

Chair, Councillor Chorley - Parks and Recreation Services Coordinator

PROTECTION SERVICES

Chair, Councillor Burchat - Protection Services Coordinator

ARTS, CULTURE AND TOURISM SERVICES

Chair, 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.

08-21-17	Traffic Study Lower Division Street/Esplanade Area (Public Works)
10-10-17	Traffic/Parking Concerns Condo. Corp.#58- 148 Third Street (Public Works)
04-30-18	Public notification, meeting and engagement procedures pertaining to applications submitted under the Planning Act (Planning and Development)
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)
01-07-19	Letter from Pere Bekederemo, regarding a request for an Exemption to Sign By-law 008-2009 for 1154 Division Street, Cobourg (Protection Services)


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 (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 outlining a Town of Cobourg municipal financial support policy for projects relating to affordable housing by April 1, 2019 (CAO/Finance Department/Planning and Development Department)

COMMITTEE OF THE WHOLE OPEN FORUM**ADJOURNMENT**

Moved by Councillor Aaron Burchat, THAT the meeting adjourn. (7:22 P.M.)

Carried

Municipal Clerk

 COBOURG	THE CORPORATION OF THE TOWN OF COBOURG	
	STAFF REPORT	
TO:	Mayor and Council	
FROM: TITLE:	Melissa Graham Small Business Facilitator	
DATE OF MEETING:	March 18, 2019	
TITLE / SUBJECT:	Lucas Point Industrial Park Land Sale	
REPORT DATE:	March 12, 2019	File #: M04 COMPLAINTS, COMMENDATIONS & INQUIRIES – 2682194 Ontario Inc. (Cardinal Inquiry)

1.0 STRATEGIC PLAN

This request falls within Council's Strategic Plan, Objective 3 - promoting diverse economic development opportunities, with a desired outcome to increase Cobourg's industrial / commercial tax base.

2.0 PUBLIC ENGAGEMENT

Lucas Point Business & Industrial Park Lands were previously designated surplus through the public engagement process.

3.0 RECOMMENDATION

THAT Council approve acceptance of an offer received for the purchase of 2-acres of land and a Right of First Refusal for an additional 2-acres of land, in the Lucas Point Business & Industrial Park by 2682194 Ontario Inc. (Cardinal Industrial Solutions). The parcel is located on Dodge Street fronting North and more specifically East of 180 Willmott Street as depicted in the attached aerial map.

4.0 ORIGIN

The Economic Development Department received an offer to purchase 2-acres of industrial land plus a Right of First Refusal for an adjacent 2-acres to the East from Cardinal Industrial Solutions. Cardinal provides a turn-key service and is licensed and trained for all aspects of new construction and maintenance, commercial or industrial projects.

5.0 BACKGROUND

An offer was received by the Economic Development Department from Mr. Bill Hutchings of Cardinal Industrial Solutions to purchase a 2-acre industrial lot to construct a 7,000 sq.ft. metal-clad building including 2,000 sq.ft. of office space (sample rendering attached). The building will face North and front Dodge Street.

Preliminary discussions indicate Cardinal may require both an entrance and an exit onto Dodge Street located on both the North and South sides of the building. This will allow trucks to circle around the building for ease of shipping/receiving. The initial 2-acres will provide adequate room to develop the building with the additional 2 acres to the East for the company's anticipated future growth. This configuration will also keep the property lines to the South in-line with Rusco Windows & Doors at 180 Willmott Street.

Cardinal will require some outside storage however according to Mr. Hutchings, this will not exceed the maximum allowable 20% under the light industrial zoning. The aerial photo attached depicts the section of land the company is interested in. This has been discussed with the Planning Department and based upon the verbal information received to date by the company, we agree this may be a suitable site.

It should be noted that in accordance with the Town's Purchase Offer Agreement, the sale of property will not close until site plan approval has been provided by the Town of Cobourg.

6.0 ANALYSIS

The Town's Planning Department staff have been consulted with regard to location of the building and agree, that based upon the information provided, that the Dodge Street location is suitable, taking into account future development of this particular parcel of land within the park. It is further staff's opinion that the activities, as described by the proponent to be undertaken, are of an industrial nature and fit within the permitted uses of the Light Industrial zoning for this property.

7.0 FINANCIAL IMPLICATIONS/BUDGET IMPACT

An offer has been received in the amount of \$30,000.00 per acre. A deposit of \$5,000.00 has been provided.

8.0 CONCLUSION

THAT Council approve acceptance of an offer received for the purchase of 2-acres of land in the Lucas Point Business & Industrial Park by 2682194 Ontario Inc (Cardinal Industrial Solutions). The parcel is located on Dodge Street fronting North and more specifically East of 180 Willmott Street.

9.0 ATTACHMENTS

Lucas Point Land Sale - Aerial Map/Sample Building

Approved By:

Stephen Peacock, Chief Administrative Officer

Department:

CAO

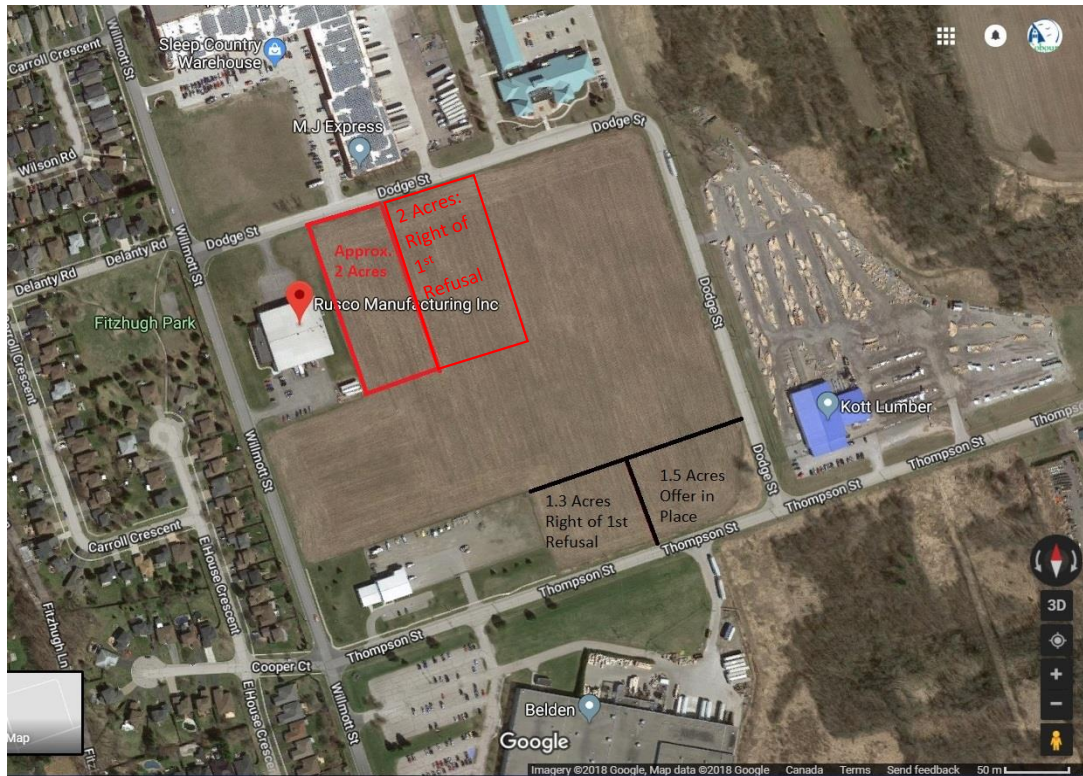
LUCAS POINT BUSINESS & INDUSTRIAL PARK SALE OF LAND


CARDINAL INDUSTRIAL SOLUTIONS

Sample rendering of similar metal-clad building proposed for the site.



Depiction of proposed land sale: (map not to scale)



 COBOURG	THE CORPORATION OF THE TOWN OF COBOURG	
	STAFF REPORT	
TO:	Mayor and Council	
FROM: TITLE:	Stephen Peacock CAO	
DATE OF MEETING:	March 18, 2019	
TITLE / SUBJECT:	Town Strategic Plan	
REPORT DATE:	March 12, 2019	File #:

1.0 STRATEGIC PLAN
N/A

2.0 PUBLIC ENGAGEMENT
Public engagement will be as outlined in the attached communications and engagement plan.(See Attachment A)

3.0 RECOMMENDATION
It is recommended that Council accept the enclosed reports for information purposes and direct staff to execute the enclosed communications and engagement plan to solicit input from Town citizens regarding the Draft 2019-2022 Strategic Plan and further, that a public meeting be scheduled for April 8/18 at 6 pm.

4.0 ORIGIN
On February 12th. and 13th. 2019 Council held a Strategic Planning session for the period 2019-2022. The session was facilitated by Management Consultant, Carolyn Kearns.

6.0 ANALYSIS
Two document were provided by C. Kearns which where reviewed by the Mayor and CAO for accuracy and are enclosed as:
Attachment B-Town of Cobourg Strategic Planning Session, Summary Notes

Attachment C-Town of Cobourg Strategic Plan Components

At the March 13/19 meeting of General Government a communications plan was reviewed and was approved for consideration by Council.

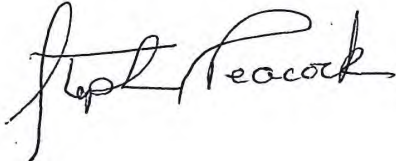
Once Council has received public input and finalized the Plan staff will prepare a detailed plan outlining work to be undertaken, staff to be engaged and projected timing and costs. This document will then be provided to Council for discussion and approval.

7.0 FINANCIAL IMPLICATIONS/BUDGET IMPACT

Strategic Actions as outlined in the draft Strategic Plan will be the subject of Budget discussions and will define work to be completed in upcoming years by Town staff.

8.0 CONCLUSION

On February 12-13, 2019 the Council completed a Strategic planning process. Documents have been prepared by the facilitator outlining the results of that exercise which are enclosed in the attached documentation. A communication and engagement plan has been developed for council consideration.

A handwritten signature in black ink, appearing to read "Jeff Teacock". The signature is written in a cursive style with a large initial "J".

ATTACHMENT "A"



March 12, 2019.

Town of Cobourg's Communications & Public Engagement Plan

RE: Draft Strategic Plan 2018-2022 Review

Delivered by Ashley Purdy, Communications Manager.

Background

The Town of Cobourg's Municipal Council recently participated in a strategic planning session with Carolyn Kearns for the 2018-2022 Strategic Plan. The strategic plan will be used to set priorities, focus energy and resources, strengthen operations and ensure that Council, Town staff and other stakeholders work towards common goals, establish agreement around intended outcomes/results and assess the organization's direction in response to a changing environment.

As part of the Town of Cobourg's Engagement Policy the Town of Cobourg is inviting members of the public to help shape the Strategic Plan by submitting feedback. Citizens are asked to share their vision for the community and for municipal services.

Citizen feedback will be shared with Cobourg Municipal Council and senior management staff at the Committee of the Whole Meeting on Monday, April 23, 2019.

The commenting period will be open from Monday, March 18 until Friday, April 5, 2019. Citizens can provide feedback via one of the following methods:

- Completing the online feedback form on the Municipal website www.cobourg.ca.
- Emailing comments directly to communications@cobourg.ca with the subject line '2018-2022 Strategic Plan Feedback'.
- Contacting us directly by calling 905-372-4301.

Important Dates

- The Town of Cobourg and Municipal Council will be conducting the following engagement tactics and public meetings in regards to the Strategic Plan:
 - Communications & Engagement Plan Timeline – Monday, March 18 - Friday, April 5, 2019. (three weeks)
 - Public Meeting – Monday, April 8, 2019 at 5 p.m.
 - Committee of the Whole Meeting – Tuesday, April 23, 2019 at 6 p.m.
 - Regular Council Meeting – Monday, April 29, 2019 at 6 p.m.

Target Audiences

- Cobourg citizens

Budget

- Minimal budget required for Public Relations activities (Press Releases, Social Media, Ad Block, Public Notices)
- Cost for design and printing of posters (\$100)

Tactical Deliverances/Timeline

Date	Audience	Action Item/Vehicle	Content
March 2019			
Mar.18/19	Public	Webpage Goes LIVE	Strategic Plan webpage is updated and goes live. On the webpage citizens will find the 'Strategic Plan Feedback Form' and be able to submit further feedback to communications@cobourg.ca . The webpage will contain the 2018-2022 Draft Strategic Plan, the feedback form, other means of submitting feedback and a Communications and Engagement outline including Council meetings when the strategic plan will be reviewed.
Mar.18/19	Media	Press Release	Press Release outlining Strategic Plan Communications & Engagement Plan, re-direction to Town of Cobourg webpage and feedback form. Press Release distributed to all local media, posted to News Centre on Municipal website and promoted across social media channels.
Mar.18/19	Citizens	Poster Distribution	Strategic Plan posters printed and distributed across the Town of Cobourg, to local service clubs and Municipal offices including Victoria Hall, the Cobourg Community Centre, Market Building and the Library.
Mar.18/19	Citizens	Regular Council	Mayor John Henderson to share update on the Strategic Plan and mention engagement plan, feedback form and webpage for further information. The Regular Council Meeting will be broadcast LIVE on the Town's YouTube channel.
Mar.18/19	Public	Municipal Website Posting	Advertisement for the Strategic Plan will be posted to the following pages on the Municipal website: <ol style="list-style-type: none"> 1) 'Latest News & Engagement Centre' – Hot Button & News Post 2) Public Meetings Calendar 3) 'Engage Cobourg' webpage – section added

Date	Audience	Action Item/Vehicle	Content
Mar.18/19	Town Staff	Internal Email	Internal email to all staff announcing the 2018-2022 Draft Strategic Plan Communications & Engagement Plan and feedback form process. All Town staff should be aware and be ambassadors of the engagement plan.
Apr.3/19	Media	Municipal Matters	Mayor John Henderson to speak to TVCOGECO on the monthly 'Municipal Matters' segment regarding the Strategic Plan commenting period.

Date	Audience	Action Item/Vehicle	Content
Weeks of March 18 – April 5, 2019.			
W/O Mar.18- Apr.5/19	Public	Social Media Posts	Weekly reminders posted to Municipal Social Media pages (Facebook & Twitter) increasing to twice a week as we get closer to the feedback form closing date (April 5/19). Reminders will consist of redirection to the feedback form, webpage and a reminder of the Public Meeting on Monday, April 8, 2019.
W/O Mar.18- Apr.5/19	Public	Local Media Print and Online	Communications Manager to pitch interviews with local print and online media. E.g. Northumberland News, The HUB, Cobourg NOW, Cobourg Blog, etc.
W/O Mar.18- Apr.5/19	Public	Local Media Radio and TV	Communications Manager to pitch interview with local radio and TV media. E.g. MBC 93.3 and 107.9 FM, Northumberland 89.7 FM, YourTV (COGECO) Municipal Matters, CHEX News, etc.
Mar.21, 28 & April 4/19	Public	Town Ad Block	Poster will be published in the Town's weekly ad block in the Northumberland News. A public notice will also be published for the December 17 th Public Meeting.

Appendix A: Poster



The poster features a blue header with the 'ENGAGE COBOURG' logo and tagline 'Your voice, your town.' The main title 'STRATEGIC PLAN' is written in large, bold, black letters on a white brick background. Below this, a green banner reads 'Strategic Planning in Cobourg'. A blue speech bubble contains the text 'HAVE YOUR SAY'. To the right, 'FEEDBACK FORM' is written in large green letters, with the text 'Complete the feedback form online at cobourg.ca by April 5, 2019.' Below this, the section 'Your Next Community Engagement Opportunities:' lists three meetings: 'Public Meeting (April 8, 2019 at 5 p.m.)', 'Committee of the Whole Meeting (April 23, 2019 at 6 p.m.)', and 'Regular Council Meeting (April 29, 2019 at 6 p.m.)'. At the bottom, a green banner asks 'QUESTIONS?' and provides contact information for the Communications Department.

ENGAGE COBOURG
Your voice, your town.

STRATEGIC PLAN

Strategic Planning in Cobourg

HAVE YOUR SAY

FEEDBACK FORM

Complete the feedback form
online at cobourg.ca by April 5, 2019.

Your Next Community Engagement Opportunities:

Public Meeting (April 8, 2019 at 5 p.m.)
Review and discuss the 2018-2022 Strategic Plan along with citizen feedback.
Location: Victoria Hall, Council Chambers, 55 King St. W, Cobourg.

Committee of the Whole Meeting (April 23, 2019 at 6 p.m.)
Presentation, discussion and opportunity for citizen delegations.
Location: Victoria Hall, Council Chambers, 55 King St. W, Cobourg.






Regular Council Meeting (April 29, 2019 at 6 p.m.)
Council will accept or reject the 2018-2022 Strategic Plan.
Location: Victoria Hall, Council Chambers, 55 King St. W, Cobourg.

QUESTIONS?
Contact the Communications Department at communications@cobourg.ca or by calling 905-372-4301.

Appendix B: Webpage


Council's Strategic Plan

Home / Town Hall / Reports, Studies and Plans / Council's Strategic Plan

SHARE     

Reports, Studies and Plans

- Building Administrator's Report
- CIVI
- Cobourg Campus Plan
- Community Improvement Plan
- Council's Strategic Plan**
- Development Charges Background Study
- Downtown Vitalization Plan
- Emergency Management Program & Plan
- Heritage Master Plan
- Midtown Creek Ponding Area
- Official Plan
- Parks Master Plan
- Plan of Subdivision
- Public Engagement and Community Consultation Plan
- Transportation Master Plan
- Water and Wastewater Rates Study




What is a Strategic Plan?

When your Municipal Council is elected every four years they set the Strategic Plan for the term. The Strategic Plan consists of objectives, strategic actions and desired outcomes that will help guide the Municipality and set out its vision for the next term.

The purpose of this plan is to provide strategic priorities and a road map for Council and Town staff as we determine how to best provide services and help our town thrive.

Where are we now?

In February Council participated in a two-day Strategic Planning session to create the 2018-2022 Strategic Plan.



Quick Links

- Applications Licences and Permits
- Council Meetings
- Departments
- Job Opportunities
- Mayor and Council
- News Centre

ATTACHMENT "B"



Town of Cobourg Strategic Planning Session

Summary Notes

February 12-13, 2019

Carolyn Kearns

Management Consultant

ck@carolynkearns.ca

Tel: 416-436-5191



**TOWN OF COBOURG
STRATEGIC PLANNING SESSION
FEBRUARY 12-13, 2019**

SUMMARY NOTES

On Tuesday February 12th and Wednesday February 13th, members of Council, the Chief Administrative Officer and senior staff participated in a strategic planning session to guide the work of the municipality during the next four years. The following individuals attended the session.

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Participants	
Council	Senior Staff
John Henderson, Mayor Suzanne Séguin, Deputy Mayor Nicole Beatty, Councillor Aaron Burchat, Councillor Adam Bureau, Councillor Emily Chorley, Councillor Brian Darling, Councillor	Stephen Peacock, Chief Administrative Officer Ian Davey, Director of Corporate Services Rob Franklin, Manager of Planning Services, Building and Planning Dean Hustwick, Director of Community Services Brent Larmer, Municipal Clerk/Manager of Legislative Services Laurie Wills, Director of Public Works

The session was facilitated by Carolyn Kearns. These notes summarize the key discussion points.

INTRODUCTION

Mayor John Henderson called the meeting to order and explained that it was a Committee of the Whole meeting. Deputy Mayor Suzanne Séguin read out the reports that would be reviewed and no conflicts of interest were declared. Mayor Henderson welcomed everyone and thanked individuals for making the time available to attend the strategy session. It represents an opportunity for Council to develop a high level strategic direction or roadmap for the next four years. The results will be communicated to staff and the citizens of the Town. Once the strategic plan has been approved, staff under the direction of the CAO, will develop work plans to implement Council’s priorities.

The Mayor introduced the facilitator, Carolyn Kearns and described her experience with strategic planning including with the Town of Cobourg. He said that the new Council, with its mix of new and returning members of Council provides a good blend of ideas and energy for the strategic planning discussion.

Carolyn reviewed the objectives and agenda for the session, outlined some general guidelines and invited individuals to provide their expectations for the session.

Objectives

The strategic planning session was designed to achieve both direct and indirect objectives.

Town of Cobourg Strategic Planning Session February 12-13, 2019	
Direct Objectives	Indirect Objectives
1. To review the Town’s current situation and to identify key challenges 2. To develop the Town’s vision and mission 3. To develop pillars/objectives, strategic actions and priorities	1. To develop the direction of the new Council 2. To meet in an informal, relaxed session away from regular pressures 3. To enjoy ourselves and build relationships

The agenda was designed to achieve these objectives. The session was to result in agreement on the current environment and key issues facing the Town of Cobourg,

components of the Town's strategic plan, and the identification of actions and priorities for the next four years.

Guidelines

The group reviewed some general guidelines for the session and agreed to respect the following principles:

- Respect each other's views and opinions regardless of whether you are new or longer term member of Council
- Be honest and say what you really think because there is no right answer
- Participate because the success of the session depends on maximum input from everyone
- Be constructive and recognize that there is lots of good work to build upon
- Work to achieve consensus to the extent that the group can reach general agreement on key points
- Think high level and future focused in terms of the next four years

Expectations for the Session

Before continuing, individuals were asked to provide any additional expectations in terms of what the session needed to achieve to be successful from their perspective.

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Expectations
<i>To be successful this strategic planning session must ...</i> <ul style="list-style-type: none">• Outline our values• Review committees to be consistent in their application• Discuss upper tier and their ability to support social planning and social values

It was agreed to review these expectations at the end of the session to see if they had been realized.

**SETTING
 THE CONTEXT**

As a starting point, Carolyn outlined the compelling reasons for undertaking strategic planning and described the three main elements found in all good strategic planning processes.

Value of Strategic Planning

There are a number of reasons why municipalities including the Town of Cobourg, have developed strategic plans. They are summarized following:

- **Developing a collective vision**, recognizing the growing demands facing the Town and the need to communicate the vision and mission of the municipality and what it wants to achieve during its four year term
- **Planning for the future**, recognizing the changing environment in terms of population, the economy and services provided
- **Maximizing resources**, by having an agreed upon mission, goals and actions to implement
- **Establishing a framework for Town initiatives**, and assisting in setting priorities
- **Entering into effective partnerships**, by working with others to provide needed services
- **Communicating priorities**, both internally to members and externally to others who work with the Town

Strategic Planning Framework

The group reviewed the three main elements of a good strategic planning process as shown following:

Knowing Where You StandDetermining Where You're Going...	...Getting There
<ul style="list-style-type: none"> • Developing the planning framework • Evaluation of current operations and programs • Strengths • Weaknesses • Opportunities • Threats • Key issues 	<ul style="list-style-type: none"> • Vision and mission • Objectives/goals/pillars • Areas/clients to service • Scope of services • Key capabilities and critical gaps • Strategic directions to pursue 	<ul style="list-style-type: none"> • Actions required • Operational implications • Organization and human resource systems required • Resource allocation • Timing • Monitoring and evaluating results
STRATEGIC SITUATION	STRATEGIC DIRECTION	STRATEGIC OPERATION

It was agreed that the group should spend time reviewing the current situation facing the Town and then develop a strategic vision, mission and pillars/objectives as input to establishing strategic actions and priorities.

ACHIEVING RESULTS: PROGRESS UPDATE

Stephen Peacock, the Town's Chief Administrative Officer, reviewed the report, *Town of Cobourg Strategic Plan Update 2017*, circulated in advance of the meeting and available from the Town. It represents the Town's first annual report on its Strategic Plan and includes the accomplishments in implementing the strategic objectives and actions contained in the 2015-18 Strategic Plan. The report also provides a description of the work of the four Town divisions. The report provided useful background information about the municipality for the group to consider as input into their discussions.

ASSESSMENT OF THE CURRENT SITUATION

Strategic visioning begins with an assessment of the current situation, which includes the identification of strengths and weaknesses, and of opportunities and threats. Once this work, known as an environmental scan, is completed, it can be used to develop the key strategic issues to be addressed.

Strengths and Weaknesses

Strengths and weaknesses are those factors that are within the direct control of the municipality. The strengths reflect positive conditions and initiatives, and weaknesses are those areas where the municipality could be doing a better job. The group discussed the strengths and weaknesses, and they are listed on Page 6. They do not reflect any priority or consensus.

Town of Cobourg
 Strategic Planning Session: February 12-13, 2019

Strengths <i>What we value about Cobourg ...</i>	Weaknesses <i>Our concerns and problems with Cobourg ...</i>
<ul style="list-style-type: none"> • Our people - active engaged citizens many of whom are passionate • Strong volunteer spirit • Exceptional staff • Location - proximity to Toronto and being on the lake • Our history - we have an interesting story to tell • Small community with quality values • High number and range of offerings given our size • Natural beauty - we are good stewards of our environment • Town assets - e.g. Victoria Hall, beach, heritage, historic buildings • Significant number of activities and events that are well communicated and marketed - e.g. Waterfront Festival, Armistice 18 • Cobourg is a safe community (evidence from Police Services survey) • Good infrastructure - e.g. roads and sewers • Town gardens and plantings - own our own greenhouses; won Communities in Bloom competition • Strong manufacturing sector 	<ul style="list-style-type: none"> • Lack of outreach for vulnerable citizens - housing needs, mental health issues, etc. • Not optimizing engagement of our youth in Town activities • Not listening well enough and responding to the needs of small businesses - experiencing roadblocks and red tape • Vacant stores and rundown buildings in the downtown core - not the hub of the community • Communications with the public is not where it should be - e.g. website not as user friendly as it could be, do not publish meeting minutes, not always sending notices of road closures to affected properties • Do not have an information technology strategic plan which we identified as a strategic action in the last strategic plan • Despite what we say, not really a four season destination - winter lull • Not capitalizing on the potential economic benefits of daytrippers and destination visitors • Beach congestion and lack of parking especially on summer weekends • Lack of labour generally and appropriate skilled labour in particular • Lack of affordable housing and housing types (0.4% vacancy rate) • Public mistrust of politics and government - people not feeling listened to and that the Town is not inclusive

Strengths <i>What we value about Cobourg ...</i>	Weaknesses <i>Our concerns and problems with Cobourg ...</i>
	<ul style="list-style-type: none">• Perception that taxes are too high• Lack of diversity in the Town's makeup - demographics, ethnicity, gender• Lack of physical connectivity between the beach and the downtown• Treating issues in silos and not recognizing interdependencies, e.g. labour force and housing

Opportunities and Threats

Opportunities and threats are different than strengths and weaknesses. They reflect trends and external factors that are beyond the control of the municipality. However, opportunities and threats could have a positive or negative impact on the community and should be considered as part of a strategic planning discussion. The group identified the opportunities and threats facing the Town. They are listed below and again, do not necessarily reflect consensus, and are not in any priority.

Town of Cobourg
Strategic Planning Session: February 12-13, 2019

Opportunities <i>What are the trends suggesting as future opportunities for Cobourg?</i>	Threats <i>What are the trends suggesting in terms of potential negative impacts on Cobourg?</i>
<ul style="list-style-type: none"> • Increased awareness of the importance of sustainability - economic, environmental, social - e.g. Province now requiring municipalities to adopt climate change plans and canopy plans • Public transit seen as important for environmental sustainability and to provide alternatives for commuting - e.g. GO, VIA • Growing awareness and support for the provision of affordable housing • Food security now a recognized ongoing need in communities • Growing recognition of the need and responsibility for serving under - represented populations - e.g. mental health, homeless • Partnerships seen as an increasingly valuable way of doing business • Residents and businesses increasingly looking at location and transportation when making decisions about where to live and work • Technology facilitates access to information and improves ability to communicate • Population and employment growth in the Greater Toronto Area makes 	<ul style="list-style-type: none"> • Increasing legislation that can be restrictive and expensive to implement • Municipalities are expected to do more with less - e.g. downloading, cancelling programs and anticipated changes to health, education and energy • Growing social isolation - e.g. seniors, young mothers, people relying on social media • Cyber-security poses a real threat to community safety • Potential for increasing emergencies - e.g. flooding, terrorism • Climate change is impacting the environment and services • Environmental degradation with impacts on water (quantity and quality), natural resources • Increasing automation is eliminating jobs • Aging population means fewer people in the workforce and potentially higher demands for social services • National and international political policies impact the economy - e.g. embargo on aluminum • Increasing public apathy and distrust of politicians - e.g. lower voter turnout

Opportunities <i>What are the trends suggesting as future opportunities for Cobourg?</i>	Threats <i>What are the trends suggesting in terms of potential negative impacts on Cobourg?</i>
<p>neighbouring municipalities attractive</p> <ul style="list-style-type: none"> • Communities with strong arts, culture and “creative class” becoming increasingly attractive • Sports and tourism are strong growth sectors • Agribusiness is a growing sector of the economy • Individuals and families increasingly value active healthy lifestyles • Growth in retiring seniors sector many of whom are interested in staying active and volunteering in their communities 	<ul style="list-style-type: none"> • Rising costs of doing business and living

Key Strategic Issues

An assessment of the current situation also includes the identification of key strategic issues. The municipality deals with a number of issues ranging from operational concerns through to high level concerns involving advocating for change by other levels of government. Strategic issues are defined as those areas of greatest importance to the future success of the Town and ones where the municipality has a high capacity to influence the changes required.

Based on this description, members of Council identified a number of major issues to be addressed during the next four years. They are shown following and are not listed in any priority.

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Key Strategic Issues
<ul style="list-style-type: none">• Availability of affordable housing• Embracing integrated sustainability practices in our programs and services (e.g. parking, transportation)• Completing our asset management plan• Ensuring open, transparent, clear and timely communications (aided by technology)• Responsibly managing/stewarding our waterfront (including tourism)• Retaining and attracting qualified staff• Being more citizen centred• Finding improving ways to engage our diverse community• Defining the Town's role in arts and culture in the community• Improving efficiencies and effectiveness of municipal operations• Being economically resilient in our changing economy• Leveraging our assets and economic opportunities

It was agreed that Council and the Town's Senior Staff need to develop actions to address these key strategic issues.

VISION AND MISSION STATEMENTS

A strategic plan is comprised of a number of elements as shown below:

Strategic Plan Elements:



The group reviewed the definitions for a vision statement, a mission statement and supporting objectives. A vision provides a description of the desired future and the dream for the municipality. It is a clear, powerful, short, inspirational statement that answers the question, *“What is important for the people of Cobourg in the future?”*

A mission statement supports the vision statement. It describes the unique purpose or role of the municipality in supporting the vision. A mission statement is outcome oriented and answers the question, *“What is the mandate of the Town of Cobourg in achieving the vision?”*

Based on these definitions and descriptions, members of Council reviewed the vision and mission statements for the Town of Cobourg from the previous Strategic Plan and made changes to reflect the current environment. The draft vision and mission for 2019 - 2022 are shown following.

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Draft Vision and Mission
<p>Vision</p> <p>Cobourg...a vibrant inclusive community where everyone has access to meaningful opportunities and experiences</p>
<p>Mission</p> <p><i>The Town of Cobourg is committed to open and accountable governance and the provision of quality, accessible programs and services in a sustainable manner</i></p>

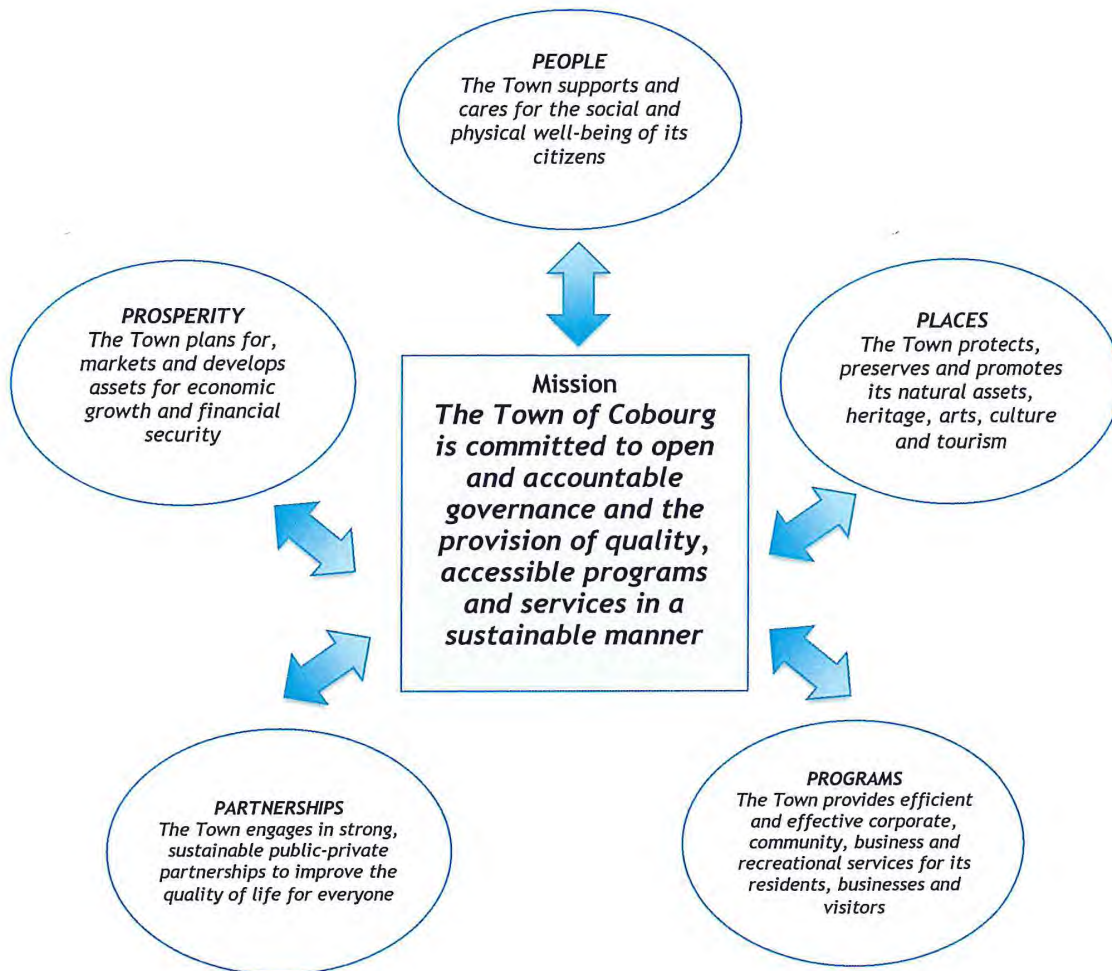
SUPPORTING PILLARS/OBJECTIVES

Objectives describe the results the Town wants to achieve in key areas. Objectives further define the mission and keep it focused. They provide the link between the mission and the strategic actions. Objectives answer the question, *“What will the mission achieve?”*

The discussion of objectives to support the mission and vision was based on the overall assessment of the current situation including the environmental scan and key issues. It was agreed that it would be useful to use “pillars” or words to succinctly capture the key elements of the objectives.

The draft supporting pillars and objectives developed by members of Council are shown on Page 13. All are considered to be of equal importance.

Town of Cobourg
Strategic Planning Session: February 12-13, 2019
Draft Corporate Mission and Supporting Pillars/Objectives



STRATEGIC ACTIONS AND DESIRED OUTCOMES

Strategic actions refer to high level, key initiatives to be undertaken that will support the objectives. The actions focus on strategic as opposed to routine, day-to-day items, and represent new or high priority work to be undertaken. Strategic actions answer the question, *“How will the objectives be supported?”* Members of Council and senior staff developed strategic actions to support each pillar/objective.

In addition, the group developed desired outcomes. Desired outcomes are broad statements of the results to be achieved if the strategic actions supporting the pillars/objectives are successful. They are high level, qualitative and describe an end state or the positive results that will be experienced. Outcomes are not to be confused with performance measures that are quantifiable, measurable and focused specifically on the strategic actions.

The group discussed the desired outcomes related to each pillar/objective and their supporting strategic actions. They are shown on Pages 15-19 and like the strategic actions, they are not listed in any priority.

PEOPLE	The Town supports and cares for the social and physical well-being of its citizens
Strategic Actions	
<ol style="list-style-type: none"> 1. Create a housing strategy that is in alignment with Northumberland County’s housing strategy 2. Implement a municipal youth program 3. Encourage healthy lifestyles across all age groups 4. Continue to pursue the Age-Friendly Communities designation 	
Desired Outcomes	
<ul style="list-style-type: none"> • People are able to find attainable housing in Cobourg • There is a broad variety of housing types available for ownership and rental • Residents of all ages are engaged in a wide range of physical activities • Cobourg residents are healthy and happy • Cobourg’s youth participate in community activities and events • The Town is enriched by the skills, ideas and perspectives of its youth 	

PLACES	The Town protects, preserves and promotes its natural assets, heritage, arts, culture and tourism
Strategic Actions	
<ol style="list-style-type: none"> 1. Investigate the creation of additional heritage conservation districts as outlined in the Heritage Master Plan 2. Create a Climate Change Action Plan 3. Review the expansion of boat slips into the west harbour recommendation contained in the Waterfront Master Plan 4. Upon completion of the Cultural Master Plan, consider the creation of a Town arts, culture and tourism division 5. Continue implementation of the Downtown Vitalization Plan 6. Review and improve the financial performance of Town operated facilities 	
Desired Outcomes	
<ul style="list-style-type: none"> • Arts, culture and heritage are key defining characteristics of the Cobourg community • Daily lives of residents are enriched • Cobourg’s natural environment will be safeguarded and protected • The Town of Cobourg will be good stewards and practice sustainable actions 	

PROGRAMS	The Town provides efficient and effective corporate, community, business and recreational services for its residents, businesses and visitors
Strategic Actions	
<ol style="list-style-type: none"> 1. Develop an information technology strategic plan 2. Develop an integrated records management system 3. Implement a comprehensive management plan for all of the Town's assets 4. Explore the feasibility of enhanced sidewalk snow clearing program 5. Review and assess appropriateness of agreements with third party contracts 6. Continue to explore communications priorities including social media and public engagement tools 	

Desired Outcomes	
<ul style="list-style-type: none"> • People will be well informed, know what is going on in the Town and how to get information • The Town will be resilient and safe from cyber attacks • Information will be easier and faster to access through a variety of means • People will be informed with the facts • Information will be stored in a way that is accessible for present and future generations 	

PARTNERSHIPS	The Town engages in strong, sustainable public private partnerships to improve the quality of life for everyone
Strategic Actions	
<ol style="list-style-type: none"> 1. Explore feasibility of partnerships to develop a social services community hub for community health priorities such as food security, mental health, drug addiction and homelessness 2. Explore future partnerships with Venture 13 to promote innovation, education and entrepreneurial opportunities 3. Continue to work with Sustainable Cobourg and other stakeholders on greening Cobourg initiatives 4. Work with transit authorities in the area to integrate transit services 	
Desired Outcomes	
<ul style="list-style-type: none"> • Partnerships will be a key component of how the Town works and does business • Cobourg will be a strong community • Resources will be maximized • The Town will be able to realize initiatives it undertakes 	

PROSPERITY	The Town plans for, markets and develops assets for economic growth and financial security
Strategic Actions	
<ol style="list-style-type: none"> 1. Develop a policy for establishing shovel-ready development lands 2. Coordinate funding opportunities to optimize community development capital and special projects funding 3. Review the feasibility of expanding the Northam Industrial Park 4. Explore innovative solutions to improve the connectivity between the beach/waterfront and downtown Cobourg 5. Develop resources to support small businesses coming to Cobourg 6. Review the mandate of the Town’s economic development department 	
Desired Outcomes	
<ul style="list-style-type: none"> • More jobs are locating in Cobourg • Economic health has created capacity for improved quality of life • Economic development resources are effectively used • Visitors find opportunities to spend money in Cobourg • Cobourg is recognized for its strong and healthy downtown • Labour force skills in the Town match employment needs 	

**PRIORITY
 STRATEGIC ACTIONS**

Members of Council and senior management were invited to review all of the strategic actions and to select those actions that they felt were most important to begin as soon as possible. Each person made their individual choices (limited to four each) and then the results were tabulated and discussed by the group.

The priority strategic actions are shown following and listed in descending order beginning with the ones receiving the most “votes”.

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Top Priority Actions		
Pillar	Strategic Action	Votes
Programs	1. Develop an information technology strategic plan	7
People	1. Create a housing strategy that is in alignment with Northumberland County’s housing strategy	6
Programs	2. Develop an integrated records management system	6
Programs	3. Implement a comprehensive management plan for all of the Town’s assets	4
Prosperity	1. Develop a policy for establishing shovel-ready development lands	4
Partnerships	2. Explore future partnerships with Venture 13 to promote innovation, education and entrepreneurial opportunities	4
Places	4. Upon completion of the Cultural Master Plan, consider the creation of a Town arts, culture and tourism division	3
Prosperity	3. Coordinate funding opportunities to optimize community development capital and special projects funding	3
Places	2. Create a Climate Change Action Plan	2
Places	3. Review the expansion of boat slips into the west harbour recommendation contained in the Waterfront Master Plan	2
Programs	4. Explore the feasibility of enhanced sidewalk snow clearing program	2
Prosperity	5. Explore innovative solutions to improve the connectivity between the beach/waterfront and downtown Cobourg	2

Strategic priorities were selected for each of the pillars. Once there is agreement on the strategic priorities, senior staff will develop detailed action plans with information on specific activities to be undertaken to support each strategic action, the timeframe for completing the work, the individuals responsible for the work and resources required. These detailed work plans will be reviewed with Council prior to implementation.

It was agreed that Council, with support from senior staff, will review progress on implementing the strategic priority actions and identify new actions (either from the existing list or as a result of changing circumstances) for completion in 2020. In this way, it is expected that the list of strategic actions identified during the session will be addressed during the term of Council.

**VALUES
 DISCUSSION**

At the beginning of the strategic planning session, it was agreed that the Town should develop values to guide the behaviours of Council and staff. These values would apply to all of the work and relationships with each other, the public and anyone with whom Council and staff interact.

As input into the values discussion, members of Council suggested a number of values for consideration. They are shown below and are not listed in any priority.

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Draft Values for Consideration	
Value	Description
Respect	Having due regard for the feelings, rights and traditions of others
Equity	Quality of being fair minded and impartial
Empathy	Connecting with and understanding people we deal with
Equality	Equal status, rights and opportunity
Integrity	Upholding standards taken as the oath of allegiance upon joining Council
Service	Working to represent and act in the interests of the public
Commitment	Doing the job we signed up for
Perseverance	
Inclusivity	
Sustainability	
Teamwork/Collaboration	
Fiscal Responsibility	

The group questioned the difference between values and principles and agreed that it required further information and discussion. Mayor Henderson offered to speak with staff at the Northumberland Hills Hospital about their values exercise and to report back to Council.

OTHER ITEMS FOR COUNCIL DISCUSSION

It was agreed that the Strategic Plan provides a future direction for the Town and that implementing the strategic actions and priorities contained in the plan must be undertaken within the context of good financial planning. It was pointed out that the timing for the strategic planning discussion was very good as it can inform the budget process which will occur in March.

There was also a comment about the perception by residents that taxes in the Town of Cobourg are too high and the questions of whether taxpayers are getting value for money for their tax dollars. It was suggested that the Town may want to reinstate Cobourg Day as a way to inform residents of the services they currently receive.

As well, it is important to ensure that there is no duplication between services provided by the Town and those provided by Northumberland County and that the Town coordinates with the County over its tax rate increases.

The final item raised involved the Town's committees. A number of the advisory committees are under discussion and there is a suggestion that they be able to act more independently of Council than at present. The Civic Awards Committee is an ad hoc committee of Council that will be reformatted and brought into conformity with other advisory committees of Council. It was suggested that the Sustainability Advisory Committee requires an updated terms of reference given its new mandate.

Members of Council were asked to contact the Mayor or Deputy Mayor about specific views.

SUMMARY COMMENTS AND NEXT STEPS

Before adjourning, the group reviewed the expectations described at the beginning of the session and agreed that the majority were met. The session was felt to be positive and provided an excellent opportunity for members of Council to discuss areas of common interest. It allowed for open dialogue and demonstrated the thought leadership of the new Council. Members of Council appreciated the staff presence and their collaboration and comments. Overall, it was felt that the Council has set a dynamic and exciting vision for the next four years.

In future, consideration should be given to whether printed presentation materials are necessary recognizing that they are available electronically. As well, it would be helpful to have materials developed during the first day, especially the vision,

mission, pillars/objectives and strategic actions, available for review prior to the second day.

Carolyn will prepare summary notes for review by the group and Council will then determine how best to seek input on the draft strategic plan materials. The Mayor thanked everyone for their participation and noted the high quality of the discussion.

ATTACHMENT "C"



DRAFT

Town of Cobourg Strategic Plan Components (2019-2022)

February 22, 2019



TOWN OF COBOURG STRATEGIC PLAN: 2019-2022

The Town of Cobourg's Strategic Plan is comprised of number of elements as shown following.

Strategic Plan Components



Vision, Mission and Pillars/Supporting Objectives

Town of Cobourg Strategic Planning Session: February 12-13, 2019 Draft Vision, Mission and Supporting Pillars/Objectives	
Vision	
Cobourg...a vibrant inclusive community where everyone has access to meaningful opportunities and experiences	
Mission	
<i>The Town of Cobourg is committed to open and accountable governance and the provision of quality, accessible programs and services in a sustainable manner</i>	
Pillars/Objectives	
The Town's mission will be achieved through the following ...	
People	<i>The Town supports and cares for the social and physical well-being of its citizens</i>
Places	<i>The Town protects, preserves and promotes its natural assets, heritage, arts, culture and tourism</i>
Programs	<i>The Town provides efficient and effective corporate, community, business and recreational services for its residents, businesses and visitors</i>
Partnerships	<i>The Town engages in strong, sustainable public-private partnerships to improve the quality of life for everyone</i>
Prosperity	<i>The Town plans for, markets and develops assets for economic growth and financial security</i>

PEOPLE
↓
PROSPERITY

Strategic Actions and Desired Outcomes

PEOPLE	The Town supports and cares for the social and physical well-being of its citizens
Strategic Actions	
<ol style="list-style-type: none"> 1. Create a housing strategy that is in alignment with Northumberland County’s housing strategy 2. Implement a municipal youth program 3. Encourage healthy lifestyles across all age groups 4. Continue to pursue the Age-Friendly Communities designation 	
Desired Outcomes	
<ul style="list-style-type: none"> • People are able to find attainable housing in Cobourg • There is a broad variety of housing types available for ownership and rental • Residents of all ages are engaged in a wide range of physical activities • Cobourg residents are healthy and happy • Cobourg’s youth participate in community activities and events • The Town is enriched by the skills, ideas and perspectives of its youth 	
PLACES	The Town protects, preserves and promotes its natural assets, heritage, arts, culture and tourism
Strategic Actions	
<ol style="list-style-type: none"> 1. Investigate the creation of additional heritage conservation districts as outlined in the heritage master plan 2. Create a climate change action plan 3. Review the expansion of boat slips into the west harbour recommendation contained in the waterfront master plan 4. Upon completion of the cultural master plan, consider the creation of a Town arts, culture and tourism division 5. Continue implementation of the downtown vitalization plan 6. Review and improve the financial performance of Town operated facilities 	
Desired Outcomes	
<ul style="list-style-type: none"> • Arts, culture and heritage are key defining characteristics of the Cobourg community • Daily lives of residents are enriched • Cobourg’s natural environment will be safeguarded and protected • The Town of Cobourg will be good stewards and practice sustainable actions 	

PROGRAMS	The Town provides efficient and effective corporate, community, business and recreational services for its residents, businesses and visitors
Strategic Actions	
<ol style="list-style-type: none"> 1. Develop an information technology strategic plan 2. Develop an integrated records management system 3. Implement a comprehensive management plan for all of the Town's assets 4. Explore the feasibility of enhanced sidewalk snow clearing 5. Review and assess appropriateness of agreements with third party contracts 6. Continue to explore communications priorities including social media and public engagement tools 	
Desired Outcomes	
<ul style="list-style-type: none"> • People will be well informed, know what is going on in the Town and how to get information • The Town will be resilient and safe from cyber attacks • Information will be easier and faster to access through a variety of means • People will be informed with the facts • Information will be stored in a way that is accessible for present and future generations 	
PARTNERSHIPS	The Town engages in strong, sustainable public private partnerships to improve the quality of life for everyone
Strategic Actions	
<ol style="list-style-type: none"> 1. Explore feasibility of partnerships to develop a social services community hub for community health priorities such as food security, mental health, drug addiction and homelessness 2. Explore future partnerships with Venture 13 to promote innovation, education and entrepreneurial opportunities 3. Continue to work with Sustainable Cobourg and other stakeholders on greening Cobourg initiatives 4. Work with transit authorities in the area to integrate transit services 	
Desired Outcomes	
<ul style="list-style-type: none"> • Partnerships will be a key component of how the Town works and does business • Cobourg will be a strong community • Resources will be maximized • The Town will be able to realize initiatives it undertakes 	

PROSPERITY	The Town plans for, markets and develops assets for economic growth and financial security
Strategic Actions	
<ol style="list-style-type: none"> 1. Develop a policy for establishing shovel-ready development lands 2. Coordinate funding opportunities to optimize community development capital and special projects funding 3. Review the feasibility of expanding the Northam Industrial Park 4. Explore innovative solutions to improve the connectivity between the beach/waterfront and downtown Cobourg 5. Develop resources to support small businesses coming to Cobourg 6. Review the mandate of the Town's economic development department 	
Desired Outcomes	
<ul style="list-style-type: none"> • More jobs are locating in Cobourg • Economic health has created capacity for improved quality of life • Economic development resources are effectively used • Visitors find opportunities to spend money in Cobourg • Cobourg is recognized for its strong and healthy downtown • Labour force skills in the Town match employment needs 	



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:

Seconded By _____
Last Name Printed _____

Council Date:
March 18, 2019

WHEREAS the Committee of the Whole considered applications to fill a vacant position on the Planning and Development Advisory Committee;

NOW THEREFORE BE IT RESOLVED that the Cobourg Municipal Council appoint Don Wilcox to the Planning and Development Advisory Committee.



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

Resolution No.:

Seconded By _____
Last Name Printed _____

Council Date:
March 18, 2019

WHEREAS the Committee of the Whole considered a report from the Secretary of the Cobourg Heritage Advisory Committee to amend the Municipal Naming Policy;

NOW THEREFORE BE IT RESOLVED that Council support the recommendation from the Cobourg Heritage Advisory Committee to support the request from the Cobourg District Historical Society to have 'Jackson' added to the Municipal Naming Policy as a potential street name within the Town of Cobourg.



**The Corporation of the
Town of Cobourg**

Resolution

Moved By _____
Last Name Printed _____

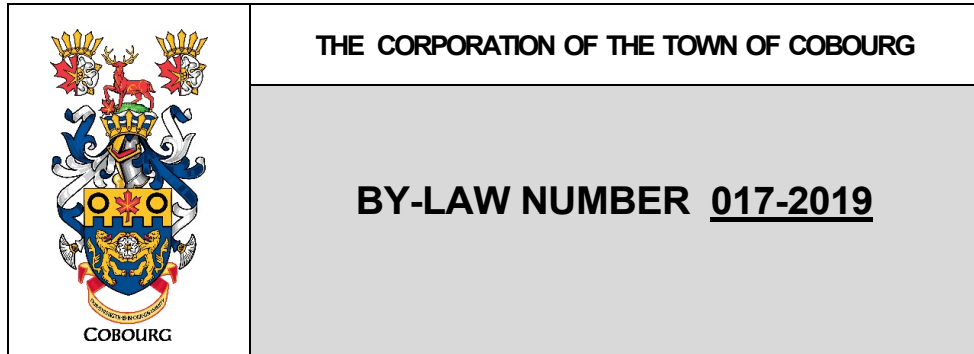
Resolution No.:

Seconded By _____
Last Name Printed _____

Council Date:
March 18, 2019

WHEREAS the Committee of the Whole considered a report from the Manager of Engineering and Capital Projects, regarding the Elgin Street Multi-Use Path Tender Award, Contract CO-19-06 DPW;

NOW THEREFORE BE IT RESOLVED that Council award the Elgin Street Multi-Use Path, Tender CO-19-06 DPW to IPAC Paving Limited in the amount of \$173,401.62 (non-refundable HST).



A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES RELATED TO FUNDING PROVIDED BY THE PROVINCE OF ONTARIO TO THE TOWN OF COBOURG UNDER THE COURT SECURITY AND PRISONER TRANSPORTATION (CSPT) PROGRAM.

WHEREAS pursuant to Section 9 of the Municipal Act, S.O. 2001 which provides in part that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the purpose of the Court Security and Prisoner Transportation (CSPT) Program Fund is to assist municipalities in offsetting their costs of providing CSPT services in their jurisdictions;

AND WHEREAS an expenditure-based model is used to determine allocation of CSPT funds to Municipalities across Ontario and the Corporation of the Town of Cobourg has been allocated funds in the amount of \$26,953.40 for year 2019;

AND WHEREAS in recognition that the Town of Cobourg (“Recipient”) is a Municipality who is responsible for the costs of providing security for court premises during hours of court operations and security of persons attending court; and/or the costs of transporting prisoners and custodial minors between correctional institutions, custodial facilities and court locations for the purposes of court attendance;

AND WHEREAS the Cobourg Municipal Council has expressed a desire to enter into an agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Community Safety and Correctional Services through the Court Security and Prisoner Transportation (CSPT) Program;

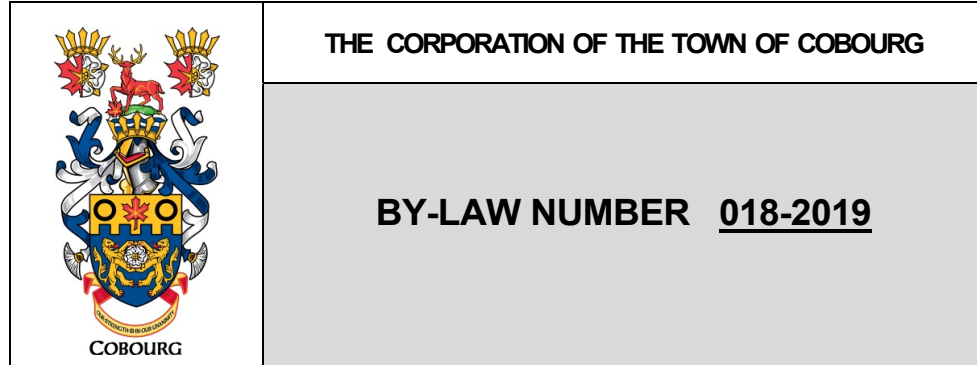
NOW THEREFORE the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

1. **THAT** the Mayor and Municipal Clerk are hereby authorized and instructed to execute on behalf of the Corporation an Agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Community Safety and Correctional Services for the Court Security and Prisoner Transportation (CSPT) Program.
2. **THAT** this by-law shall come into full force on the day it is passed.

Read a first, second, third time and finally passed in Open Council on this 18th day of March, 2019.

MAYOR

MUNICIPAL CLERK



A BY-LAW TO AMEND BY-LAW NUMBER 007-2019, BEING A BY-LAW TO ESTABLISH WATER RATES AND WASTEWATER RATES UPON THE OWNERS OR OCCUPANTS OF LANDS AND PREMISES CONNECTED TO MUNICIPAL WATER MAINS AND SANITARY SEWERS WITHIN THE TOWN OF COBOURG.

WHEREAS the Corporation of the Town of Cobourg (the “Town”) owns, operates and maintains water distribution systems and water treatment plants, and owns, operates and maintains sanitary sewer system, sewage pumping stations and water pollution control plants in the Town;

AND WHEREAS the Municipal Act, 2001, Section 11(2) grants the Corporation of the Town of Cobourg jurisdiction over certain public utilities within the municipality, including municipal water and wastewater services;

AND WHEREAS Council considers it necessary and advisable to pass a by-law establishing water rates pursuant to the Municipal Act, 2001, upon rateable property and sewage service rates upon the owners or occupants of lands pursuant to the Municipal Act, 2001, in those areas of the municipality serviced with municipal water mains or sewers;

AND WHEREAS pursuant to the provisions of the Municipal Act, 2001, Section 11, the Municipal Council of the Corporation of the Town of Cobourg enacted By-law No. 007-2019 on the 25th day of February 2019, being a by-law to establish water rates and wastewater rates, and deems it advisable to amend the By-law;

NOW THEREFORE BE IT RESOLVED that the Council of The Corporation of Cobourg hereby enacts as follows:

1. THAT Schedule ‘D’ – Water Department, Water Charges/Capital Contributions be amended to include the following:

Security Deposits

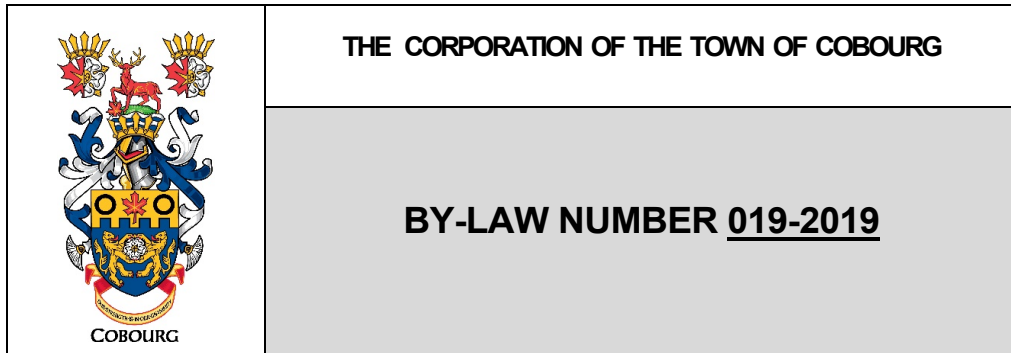
A “Customer” who has not established a good payment history will be required to pay a security deposit. The security deposit amount will be 2.5 times the customer’s average monthly consumption based on the most recent 12 consecutive months in the past two years. Where relevant usage information is not available, the customer’s average monthly consumption shall be based on a reasonable estimate by Lakefront Utilities Services Incorporated (LUSI).

2. This by-law shall take effect upon the final date of passing.

READ and finally passed in Open Council this day of , 2019.

MAYOR

MUNICIPAL CLERK



A BY-LAW TO ENTER INTO AN AGREEMENT WITH 2682194 ONTARIO INC. (CARDINAL INDUSTRIAL SOLUTIONS) AND THE CORPORATION OF THE TOWN OF COBOURG (DODGE STREET, COBOURG).

WHEREAS Section 9 of the *Municipal Act, 2001* S.O. c. 25, as amended (herein referred to as the “Municipal Act”) provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS pursuant to the General Powers contained in Part II of the Municipal Act, the Council of every Municipality has the authority to sell land;

NOW THEREFORE the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

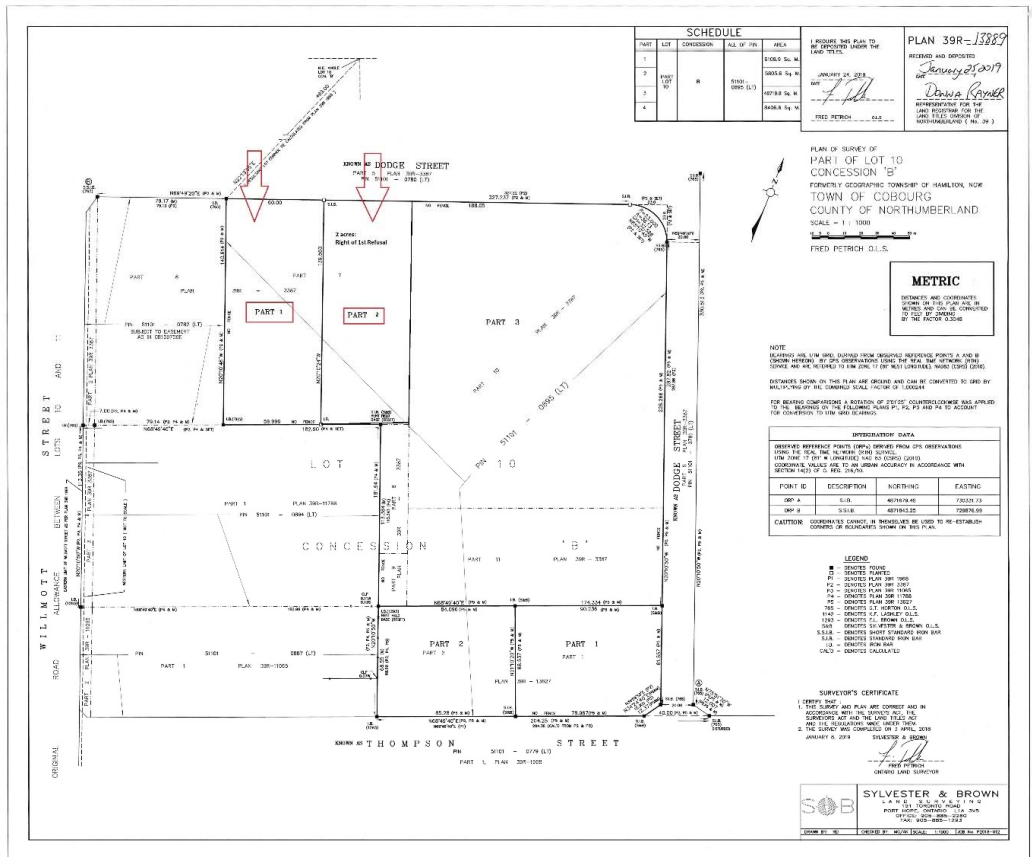
1. THAT the Mayor and Municipal Clerk are hereby authorized and directed to execute on behalf of the Corporation a Sale of Land Agreement and a Right of First Refusal Agreement with 2682194 Ontario Inc. (Cardinal Industrial Solutions) at the Northwest side of Dodge Street, Cobourg, as generally described in Schedule “A” and Schedule “B”, including any required extensions or minor amendments to the Agreement of Sale or Right of First Refusal and all other necessary or ancillary documentation for the purpose of completing such transaction to carry out the purpose of this By-law;
2. THAT this By-law shall come into force and effect upon the date of passing.

By-law read and passed in Open Council on this day of , 2019.

MAYOR

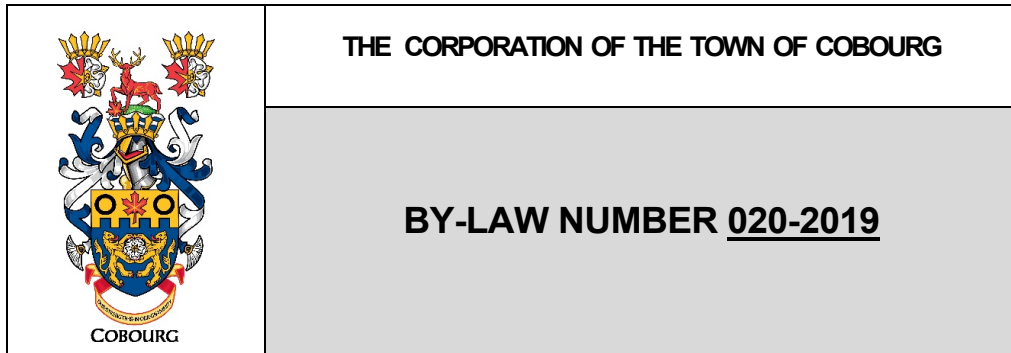
MUNICIPAL CLERK

SCHEDULE "A"



SCHEDULE "B"





A BY-LAW TO DESIGNATE LANDS NOT SUBJECT TO PART LOT CONTROL (BLOCKS 100 – 102 INCLUSIVE, AND LOTS 36 – 42 INCLUSIVE, PLAN 39M-875, MORGAN STREET – EAST VILLAGE PHASE 3, STALWOOD HOMES).

WHEREAS the Planning Act, R.S.O. 1990, c.P.13, as amended, Section 50(7) provides that the Council of a local Municipality may by by-law provide that part lot control does not apply to land that is within a registered Plan of Subdivision;

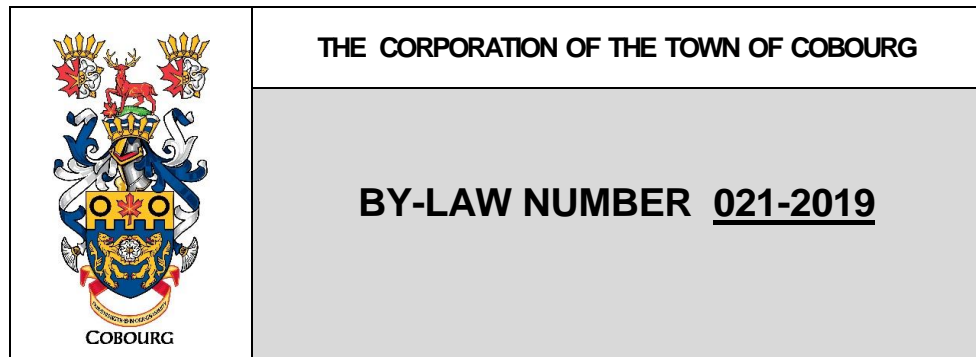
NOW THEREFORE the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

1. THAT Section 50(5) of the Planning Act, R.S.O. 1990, c.P. 13, as amended, does not apply for the conveyance of residential lots to the parts of the registered Plan of Subdivision described as: all and singular those certain parcels or tracts of land and premises situate, lying and composed of Blocks 100, 101 and 102, and Lots 36, 37, 38, 39, 40, 41, and 42 according to the Subdivision Plan registered in the office for the Land Titles Division of Northumberland (No. 39) as Registered Plan No. 39M-875;
2. THAT this By-law shall expire two (2) years from the date of its enactment by Council.
3. THAT this By-law shall come into force and effect upon final passing hereof, subject to the provisions of the Planning Act, R.S.O. 1990, c. P. 13, as amended.

By-law read and passed in Open Council on this 18th day of March, 2019.

MAYOR

MUNICIPAL CLERK



A BY-LAW TO AMEND BY-LAW NUMBER 080-2014, BEING A BY-LAW TO REGULATE THE PARKING OF MOTOR VEHICLES IN THE TOWN OF COBOURG.

WHEREAS pursuant to the provisions of the Municipal Act, 2001, Section 11, Chapter 25 as amended, authorizes municipalities to enact by-laws regulating parking;

AND WHEREAS pursuant to the provisions of the Municipal Act, 2001, Section 11, the Municipal Council of the Corporation of the Town of Cobourg enacted By-law No. 080-2014 on the 14th day of October, 2014 being a By-law to regulate the parking of motor vehicles in the Town of Cobourg;

AND WHEREAS it is deemed advisable to amend By-law No. 080-2014;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Town of Cobourg enacts as follows:

- 1. THAT** Schedule “B” to By-law 080-2014 is hereby amended by repealing the following wording:

	Column 1		Column 2	
Street	From	To	Side	
White	Burnham Street	Ontario Street	Both	

- 2. THAT** Schedule “B” to By-law 080-2014 is hereby amended by the addition of the following new wording:


	Column 1		Column 2	
Street	From	To	Side	
White	Burnham Street	90 Meters east of Burnham Street	Both	
White	90 Meters east of Burnham Street	20 Meters west of Riddell Street	Both	
		(Except from 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 4:00 p.m. daily on the south side only)		
White	20 Meters west of Riddell Street	Ontario Street	Both	

- 3. THAT** this by-law shall come into full force on the day it is passed.

Read a first, second, third time and finally passed in Open Council on this 18th day of March, 2019.

MAYOR

MUNICIPAL CLERK

 <p>Downtown Cobourg</p>	BOARD of MANAGEMENT of the Cobourg DBIA	
	DBIA BOARD OF MANAGEMENT REGULAR MEETING MINUTES	
	Date: February 5 th , 2019	Meeting Location: Conference Room

A regular meeting of the DBIA Board of Management was held with the following members in attendance:

Councillor Adam Bureau
Deputy Mayor Suzanne Seguin
Amanda Da Silva
Joan Greaves
Julie Dreyer
Lou Trozzolo
Rino Ferreri
Jenna Leslie - Staff

REGRETS:

Deputy Chief Paul VandeGraaf
Kevin Ward
Jenna Fitzgerald
Julie McCuaig

MINUTES PREPARED BY Melissa Graham

1. CALL TO ORDER

The meeting was called to order by Chairperson J. Greaves at 8:32am.

2. APPROVAL / ADDITIONS TO THE AGENDA

2.1. Approval of agenda

Moved by J. Dreyer: THAT the Downtown Business Improvement Area Board of Management approve the agenda as amended with the addition of the Cultural Master Plan to New Business.

Carried

3. DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest by the members.

4. ADOPTION OF MINUTES

4.1. Meeting minutes dated December 4th, 2018

Moved by L. Trozzolo: THAT the Downtown Business Improvement Area approve the regular board meeting minutes dated December 4th, 2018 as presented.

Carried

4.2. Annual General Meeting minutes dated December 20, 2018.

Moved by J. Dreyer: THAT the Downtown Business Improvement Area approve the Annual General Meeting minutes dated December 20, 2018 as presented.

Carried

4.3. Special meeting minutes dated January 15th, 2019

Moved by A. da Silva: THAT the Downtown Business Improvement Area approve the special meeting minutes dated January 15th, 2019 as presented.

Carried

5. PRESENTATIONS / DELEGATIONS

There were no presentations or delegations.

6. COMMUNICATIONS / CORRESPONDENCE

6.1. Buskerfest Membership Correspondence

The DBIA Coordinator sent out a survey to gather correspondence of the membership with either reinstating BuskerFest or hiring an assistant. With the Board discussion of each of the correspondence that were submitted by the membership, it was determined to reinstate the 2019 BuskerFest.

Moved by R. Ferreri: THAT the Downtown Business Improvement Area Board of Management approve the reinstatement of the 2019 BuskerFest to work within the current 2019 Special Events Budget. **DBIA_002_2019**

Carried

6.2. Panhandling Correspondence

Deputy Chief P. VandeGraaf provided an update regarding the accused and the incident to the Board of Management. The accused is known in the community and has been cautioned by Cobourg Police Services (CPS). If further incidents occur with the membership, please contact CPS.

This correspondence was provided to the Board of Management for information purposes.

7. REPORTS

- 7.1. Chairperson Report: J. Greaves
1. OBIAA Coordinator Training
 2. Director & Officers Insurance
 3. Meeting date/times
 4. Code of Conduct/Police Check
 5. Policy and Procedures
 6. Terms of References for DBIA Board of Management

Moved by L. Trozzolo: THAT the Downtown Business Improvement Area Board of Management approve the allocation of up to \$1,459.96 to allow the DBIA Coordinator (Jenna Leslie) to attend the OBIAA National Conference in Ottawa on April 31st - March 3rd, 2019. **DBIA_003_2019**

Carried

Moved by Councillor A. Bureau: THAT the DBIA Board of Management approve the addition of the Police Services and Northumberland Central Chamber of Commerce as DBIA Board of Management Liaisons **DBIA_010_2019**

Carried

7.2. Vice Chair Report: J. Dreyer - No report

7.3. Treasurer Report: L. Trozzolo - No report

7.4. Marketing Report: A. da Silva

1. Mercedes Benz Speed Dating

The Mercedes Benz Peterborough, reached out to DBIA businesses regarding a speed dating event. This is not a DBIA marketing initiative nor a DBIA event, but rather correspondence with the Peterborough Mercedes Dealership in regards to speed dating with the vehicles (ie a sales pitch). Currently two members of the Downtown BIA area are participating. With this partnership the hope is that more dealerships participate in DBIA events.

2. Winter Brews Marketing Material

There was correspondence with William Street Brewery regarding the marketing material for the Winter Brews pub crawl. It was decided by the Chair, Marketing Chair and DBIA coordinator that they would not pull the marketing materials so close to the event but will review with the marketing sub-committee for changes for next years event.

- 7.5. Special Events Report: R. Ferreri
1. Winter Brews - Budget of \$2000
 2. Food and Music Festival - Budget of \$7000
 3. Assistant to DBIA Coordinator

Special Events Chair and DBIA Coordinator met with the Town of Cobourg Community Events Coordinator and community partners regarding Santa Clause Parade, Christmas Magic and DBIA Christmas Event to be all together.

Moved by R. Ferreri: THAT the Downtown Business Improvement Area Board of Management approve the spending the sum of \$1400 to provide each of the seven (7) participating businesses in the Winter Brews event with \$200 each to put towards security and entertainment. **DBIA_004_2019**

Carried

Moved by R. Ferreri: THAT the Downtown Business Improvement Area Board of Management approve the spending of up to \$500 for 50 taxi chits at a rate of \$10 per chit, to help provide those who attend Winter Brews with a safe ride home. **DBIA_005_2019**

Carried

Moved by R. Ferreri: THAT the Downtown Business Improvement Area Board of Management approve the spending of \$2000 (including hst) from the 2019 Special Events Budget to secure the musical act "Grace 2" for the Food and Music Festival. **DBIA_006_2019**

Carried

- 7.6. Membership Report: J. Fitzgerald
1. Membership Engagement Survey - Draft

The membership chair provided an engagement survey for the membership. This will be provided to the membership by face to face business visits and email correspondence.

- 7.7. Beautification/Maintenance Report: J. McCuaig
1. Canada Flags

The beautification report was provided by DBIA Coordinator. The Board of Management would review permanent replacements of Canada Flags or create a flag policy for Board discussion.

2. Windrows

Snow Windrows have been allocated to the MOU meeting with the Town of Cobourg and will be updated through Deputy Mayor Seguin.

- 7.8. Coordinator Report: J. Leslie
1. Vendor Pre-Payment

The DBIA Coordinator provided updates on the following items;

- OBIAA National training is being held in Ottawa at the end of March.
- The mandatory OBIAA training for three (3) new BIA board of managements is approximately \$1502.44 which will be cost shared between other local BIA's.
- Coordinator will review Vendor Pre-Payment and deposit amount and create a policy around it.

7.9. Police Services Liaison Report: Deputy Chief P. Vandegraaf - No Report

7.10. Northumberland Central Chamber of Commerce Liaison Report: K. Ward - No report

8. COUNCIL REPORT

8.1. Councillor A. Bureau

Councillor Bureau is attending the Cobourg's Farmers Market Annual General Meeting. A meeting will be set up by Adam with the Chairs of both the Farmer's Market and the DBIA to discuss collectively collaborating with each other.

8.2. Deputy Mayor S. Seguin

Deputy Mayor Seguin is going through the current MOU document and making a list of items that need to be addressed at the next scheduled meeting in March.

The Town of Cobourg will be hosting a "Pitch in Week" from April 22 - 29th, 2019 and the DBIA membership is encouraged to participate in; more details will come available closer to the date.

9. UNFINISHED BUSINESS

1.0 09/04/2018: Requested Pick Up/ Drop Off zones

2.0 12/04/2018: Winter Passport Program - Home for the Holidays

3.0 12/04/2018: Business Achievement Award tickets allocation

4.0 12/20/2018: Buskerfest Event

5.0 12/20/2018: Memorandum of Understanding with Town of Cobourg

Moved by Deputy Mayor Seguin: THAT the Downtown Business Improvement Area Board of Management to include the existing list of unfinished business to the March agenda. **DBIA_007_2019**

Carried

10. NEW BUSINESS

10.1. Cultural Master Plan

DBIA Coordinator was invited to a focus group regarding the Cultural Master Plan which is scheduled on February 26, 2019.

10.2. Old Electronics in DBIA Office

There are some broken electronics in the DBIA office that need to be deposit of. Among the broken electronics in the DBIA office, there is also a printer that has a contract associated to it.

Moved by Deputy Mayor Seguin: THAT the Downtown Business Improvement Area Board of Management approve the disposal of the broken electronics from the DBIA office and that they be sent to the appropriate recycling depot. **DBIA_008_2019**
Carried

Moved by L. Trozzolo: THAT the Downtown Business Improvement Area Board of Management buy out the remaining balance of the contract for the broken printer in the DBIA office. **DBIA_009_2019**

Carried

11. ADJOURNMENT

Next meeting March 5th, 2019 at 8:30am.

1.0 The meeting was moved to the second Thursday of every month. The next meeting will be scheduled on March 7th, 2019 at 8:30am.

2.0 The meeting was adjourned at 10:34am by Chairperson Greaves.



Monday February 25, 2019

Northumberland Blue Dot

To Mayor, Deputy Mayor and Councillors of the Town of Cobourg:

On behalf of Sustainable Cobourg, and The Blue Dot Organization I would like to congratulate you all on winning the confidence of the citizens of Cobourg by having been elected to your new political positions.

It is with that in mind that I bring up the Motion passed on October 10, 2017, 'The Right to a Healthy Environment.'

After presentations made to both The Planning and Sustainability Advisory Committee, on which I sat, as well as The Environmental Active Transportation Committee, a motion in support was carried, at the Regular Council meeting, moved by then Deputy Mayor John Henderson and seconded by Councillor Forrest Rowden.

The following is taken from The Corporation of the Town of Cobourg Model Municipal Declaration:

"Whereas the Council of the Corporation of the Town of Cobourg understands that people are part of the environment, and that a healthy environment is inextricably linked to the well-being of our community;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Cobourg finds and declares that:

All people have the right to live in a healthy environment, including:

The right to breathe clean air;

The right to drink clean water;

The right to consume safe food;

The right to access nature;

The right to know about pollutants and contaminants released into the local environment; and

The right to participate in decision-making that will affect the environment; and

FURTHER THAT the Town of Cobourg has the responsibility, within its jurisdiction , to respect, protect, fulfill and promote these rights; and

FURTHER THAT the Town of Cobourg shall apply the precautionary principle: where threats of serious or irreversible damage to human health or the environment exist, the Town of Cobourg shall take cost effective measures to prevent the degradation of the environment and protect the health of its citizens.

Lack of full scientific certainty shall not be viewed as sufficient reason for the MUNICIPALITY to postpone such measures; and

FURTHER THAT the Town of Cobourg is committed to prepare a community sustainability plan specifying objectives, targets and timelines and actions the Municipality will take, within its jurisdiction, to fulfill residents' right to a healthy environment, including priority actions to:

- a. Ensure equitable distribution of environmental benefits and burdens within the Town of Cobourg, preventing the development of pollution "hot spots";
- b. Ensure infrastructure and development projects protect the environment, including air quality;
- c. Address climate change by reducing greenhouse gas emissions and implementing adaptation measures;
- d. Conserve energy, water and other resources;
- e. Responsibly increase density;
- f. Prioritize walking, cycling, and public transit as preferred modes of transportation;
- g. Encourage renewable energy and other forms of green energy;
- h. Ensure adequate infrastructure for the provision of safe and accessible drinking water;
- i. Promote the availability of safe foods;
- j. Reduce solid waste and promote recycling and composting;
- k. Establish and maintain accessible green spaces in all residential neighbourhoods; and

FURTHER THAT the Town of Cobourg shall review the objectives, targets, timelines and actions every five (5) years, and evaluate progress towards fulfilling this declaration; and

FURTHER THAT the Council of the Town of Cobourg shall consult with residents as part of this process."

This is a forward thinking and balanced document that we feel the new Council can be very proud to inherit.

We can provide information and in-service whenever Council deems it appropriate.

Wishing you every success,

G. Ludorf-Weaver, President Sustainable Cobourg
Faye McFarlane, Northumberland Blue Dot Campaign

	BUILDING & PLANNING DEPARTMENT MEMORANDUM
	PLANNING & SUSTAINABILITY ADVISORY COMMITTEE
TO:	Lorraine Brace, Municipal Clerk
FROM:	Devanne Kripp, Secretary
DATE:	September 6, 2017
SUBJECT:	Blue Dot – Draft Declaration Right to a Healthy Environment

The following motion was adopted at the September 5, 2017 meeting of the Planning and Sustainability Advisory Committee (PSAC):

Blue Dot - Draft Declaration Right to a Healthy Environment

Moved by Chair T. Stopps, "Whereas, The Blue Dot Movement has approached the Town of Cobourg seeking Council's approval of a declaration of a citizen's right to a healthy environment, and Municipal Council has referred the draft Declaration to the Planning and Sustainability Advisory Committee (PSAC) for review,

And whereas, PSAC has duly considered the draft declaration and recommends the following priority actions be included in a Town of Cobourg's declaration:

- The addition of a new clause in Paragraph 4 (and re-numbering of subsequent clauses) as follows: "d. Conserve energy, water and other resources";
- The addition of a new clause in Paragraph 4 (and re-numbering of subsequent clauses) as follows: "g. Encourage renewable energy and other forms of green energy".

And further, PSAC supports the adoption of the declaration by the Town of Cobourg with or without the suggestions noted above.

And lastly that, PSAC recommends that the Town of Cobourg share its declaration with surrounding Municipalities, as well as the Ontario and federal governments.

Carried.

The Corporation of the Town of Cobourg

MOTION

Date: October 10, 2017 NO.

Moved by:

Seconded by:

WHEREAS the Committee of the Whole considered a resolutions of support from the Planning and Sustainability Advisory Committee and the Environmental Active Transportation Committee in support of a "Right to Healthy Living' declaration in response to a request from a delegation by the Blue Dot National Campaign;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the motions of endorsement from the Environmental and Transportation Advisory and the Planning and Sustainability Advisory Committees in response to a request by the Blue Dot National Campaign attending the Committee of the Whole meeting of May 8, 2017 seeking support for a declaration from the Council of the Town of Cobourg for 'The Right to a Healthy Environment'; and

FURTHER THAT Council adopt the Town of Cobourg 'The Right to a Healthy Environment' Municipal Declaration' as attached hereto as Appendix "A".



March 8, 2019

Town of Cobourg

Corporate Services - Municipal Clerk/Legislative Services Department
55 King Street West
Cobourg, ON K9A2M2

To whom it may concern,

RE: Wendy's #6474 – 801 William St., Cobourg, ON – Sign Variance

Please accept this letter in addition to the provided drawings and documents as notice of our client's intent to seek relief from the Town of Cobourg By-Law NO. 8-2009. Our proposal is to have the two additional proposed signs located on the north and south elevation. The proposed signs do not meet the maximum allowable signs in a District Commercial zone.

The maximum signs allowed are three in total as stated in the By-Law section 14. (4) Commercial Zone (b) *Despite the provisions of Section 14 (4) (a) and (b) above in Commercial, SC and DC Zones the maximum number of signs (whether stationary awnings, fascia, free standing or Sandwich Board Signs) that may be erected or displayed by or on behalf of any business shall be three.* The proposed signs would exceed this by two additional signs.

The proposed signs are required for Wendy's rebranding project and are part of the design package when renovating these older sites. The franchisees fail their corporate inspection without all the signs required unless otherwise specified. The two remaining signs that would complete this sign package are used to promote their brand and are significantly small compared to the larger signs already approved. One sign is a small "Thank you" sign used at the end of the drive thru window when vehicles use that service. The second sign is a banding sign used at the main entrance which is always used in conjunction with their main logo in elevations with a pedestrian entrance. This sign is facing the parking lot and not the road. Other commercial properties on William Street located in the area of this site seem to have more than the three allowable signs as well. The addition of the two signs will not overwhelm the area with more signage as other properties have many signs as well. These signs itself present no risks to the public safety. The signage is proposed to be in a manner which will not obstruct any sightlines for pedestrians or motorists which will ensure that the current level of safety along this stretch of road and parking area is maintained.

Thank you for your consideration of our request and should you have any further questions or comments, please do not hesitate to contact me.

Sincerely,

Bismarck Coca Jr – Permit Coordinator
Pride Signs Ltd. • 519-622-4040 ext. 274 • bcocajr@pridesigns.com



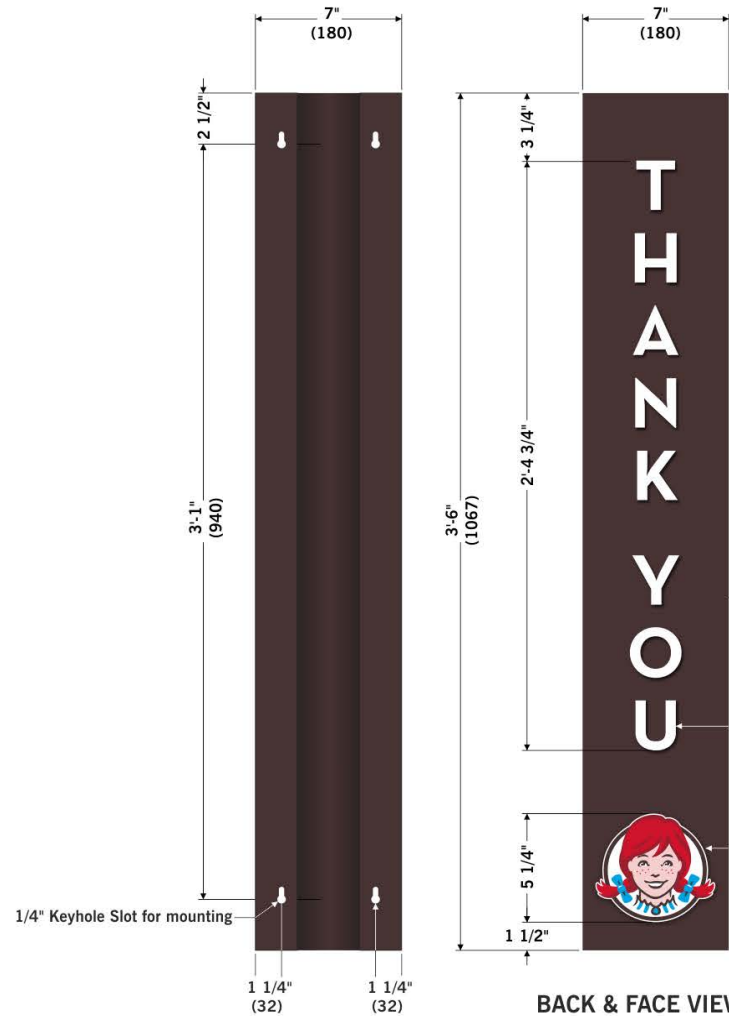
Sample of "Thank you" sign.
Location: Kitchener



Sample of
Entrance Sign
*Location:
Napinee*

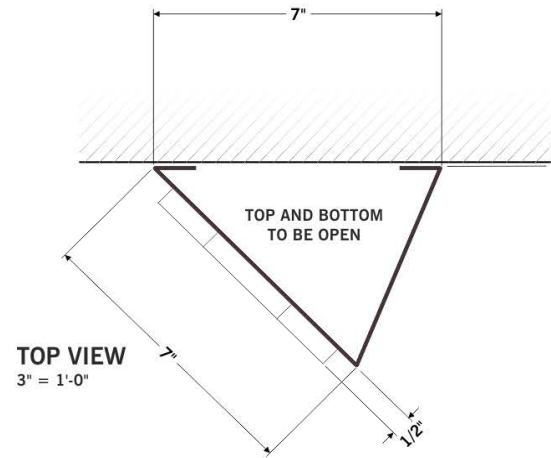
■ Non Illuminated Wall Sign
Scale: As Shown

Sign Area = 0.19m²



BACK & FACE VIEWS
1 1/2" = 1'-0"

- ← .063 Braked formed pre-painted aluminum (part # As276)
- ← 1/2" White Komacel Letters adhered to aluminum panel w/ d/s tape and silicone
- ← 1/2" White Komacel w/ Opaque digitally printed vinyl applied over top (adhered to aluminum panel w/ d/s tape and silicone)



TOP VIEW
3" = 1'-0"



DIGITAL DETAIL
3" = 1'-0"

Digital Specifications	
Digital Media	
<input type="radio"/>	White Translucent
<input checked="" type="radio"/>	White Opaque
<input type="radio"/>	Clear
<input type="radio"/>	White Applied Over Clear (2 layer)
<input type="radio"/>	White Flex / Translucent PureColor
<input type="radio"/>	White Flex / OPAQUE
<input type="radio"/>	White Reflective
<input type="radio"/>	Perforated
Resolution	
<input checked="" type="radio"/>	Recommended Media ICC Profile
<input type="radio"/>	300 DPI
<input type="radio"/>	200 DPI
<input type="radio"/>	150 DPI
<input type="radio"/>	High Ink Levels
Over Laminate	
<input checked="" type="radio"/>	Matte
<input type="radio"/>	High Gloss
Cut/Contour Included	
<input checked="" type="radio"/>	Yes
<input type="radio"/>	No
Filename: WEND-DG005x0006.000A	

Drawing No. **WEND-WS042x0007.000A**

Refer to No: _____

Graphic rendition is representative of specific signage. Colour / dimensional / material details should be verified using reference drawing specifications. Pride Signs Ltd. is not responsible for inherent variations caused by display and / or print variations.

Preliminary Artwork

Approved for Production
June 21, 2017 B. Guse
-revised from painted to 'pre-painted' sheet

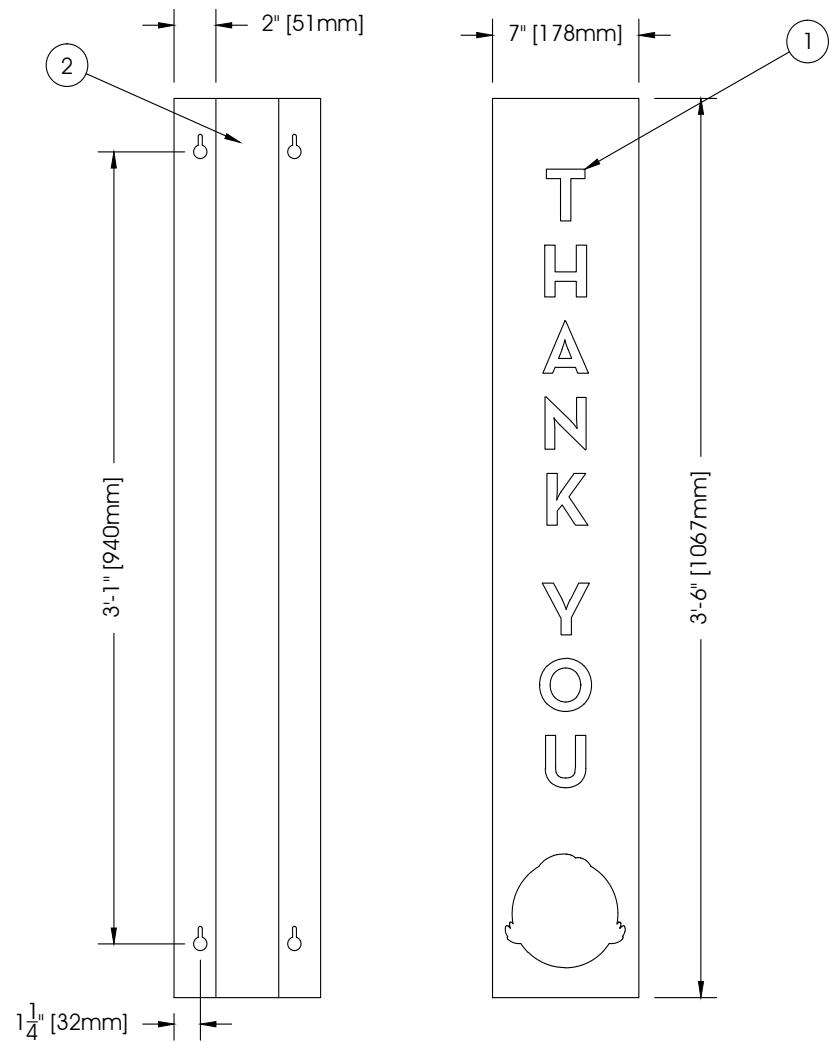
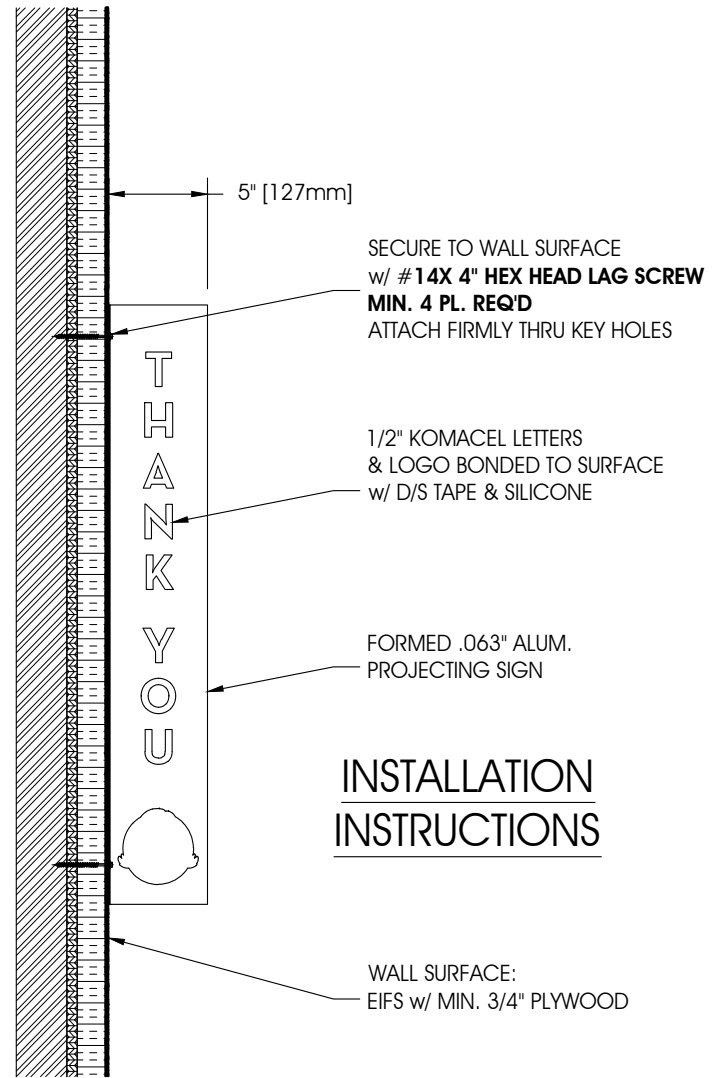
CLIENT APPROVAL

REVISION DATES:



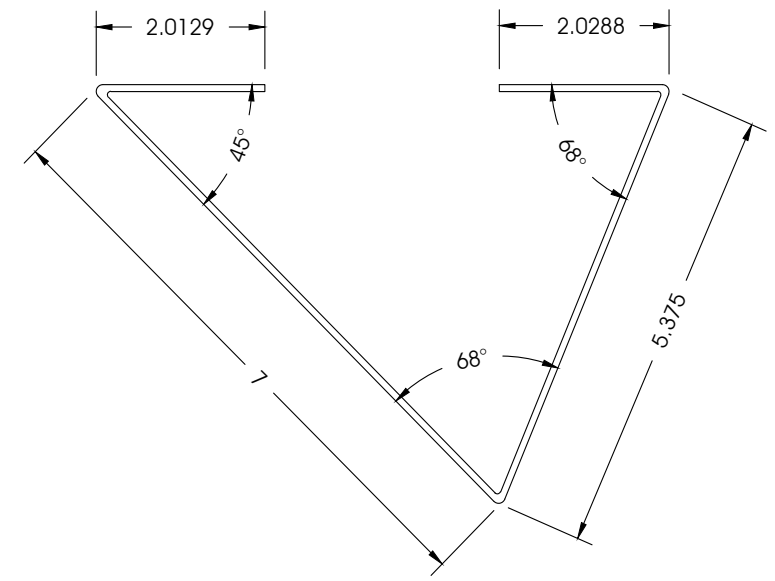
ASSEMBLY INSTALLATION INSTRUCTIONS

WEND-WS042X0007.000A			
SHEET #: 1 OF 1			
BILL OF MATERIALS			
REF#	DESCRIPTION	QTY	LENGTH
1	1/2" ROUTED KOMACEL LETTERS	9	
2	0.063" ROUTED/FORMED PRE-PAINTED SHEET	1	3'-6"



DESIGN NOTES:
LOADS AS PER 2012 O.B.C. FOR
COUBOURG, ON AREA:
WIND $q(1/50) = 0.49$ kPa
SNOW $S_s = 1.2$ kPa
 $S_r = 0.4$ kPa

GENERAL WELD NOTE:
1/8" FILLET WELD REQ'D UNLESS
OTHERWISE SPECIFIED

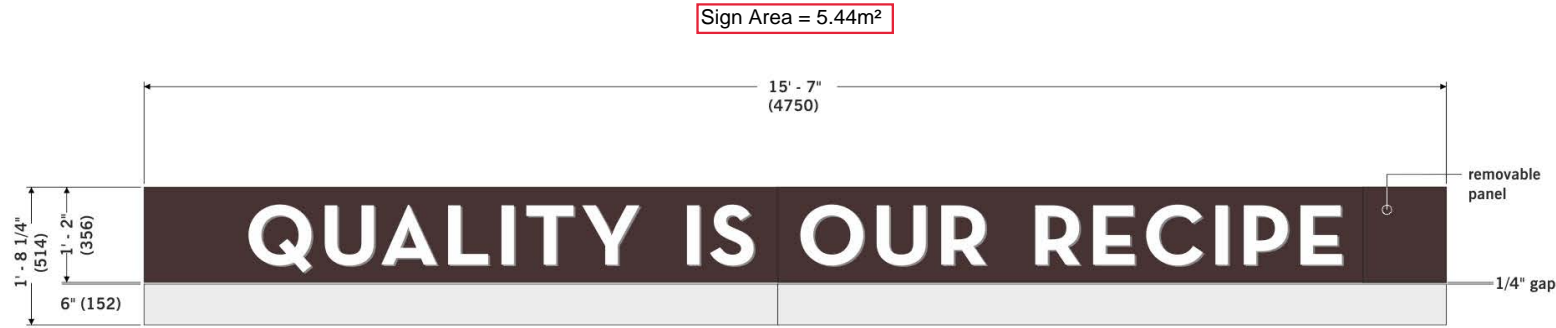


2 **FORMING DETAIL**
OUTSIDE DIM'S SHOWN

<p>PRIDE SIGNS. INTERNATIONAL SIGN ASSOCIATION</p> <p>THIS STRUCTURAL DRAWING IS THE PROPERTY OF PRIDE SIGNS LIMITED AND MAY NOT BE USED IN WHOLE OR PART WITHOUT THE WRITTEN CONSENT FROM PRIDE SIGNS LIMITED. ©2015 255 PINEBUSH ROAD, CAMBRIDGE, ON, CANADA N1T 1B9 - TEL: 519.622.4040 - WWW.PRIDESIGNS.COM</p>	<p>NON-ILLUMINATED WALL SIGN</p> <p>AMP DRAW: N/A</p>	<p>WENDY'S</p> <p>VARIOUS LOCATIONS</p>	<p>01 CHANGED MATERIAL TO .063" PRE-PAINTED ALUM SM 12-JUN-17</p> <p>00 RELEASED FOR PRODUCTION JC 08-APR-15</p>	<p>REVISION</p>
			<p>DRAWING CHECKED BY: S. POWER</p> <p>27, Feb, 2017</p>	

■ S/s LED Illuminated Fascia

Scale: 1/2" = 1' - 0"



Sign Area = 5.44m²

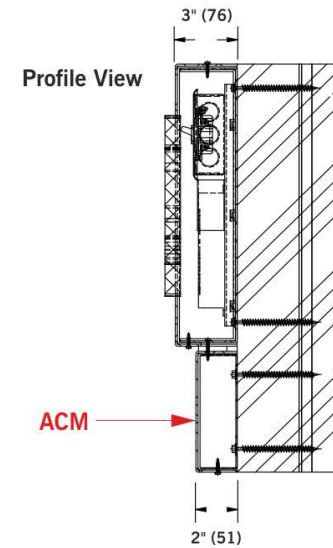
► Material Specifications

- Pre-painted Aluminum constructed filler and .063 aluminum face w/ routed graphics
- 3/4" clear routed acrylic graphics w/ White A9001T vinyl applied to 1st and 2nd surface
- White LED illumination

- ACM constructed filler w/ anodized aluminum finish

VINYL COLOURS:
-WHITE 3M 3630-20

***NOTE: NO PAINT REQUIRED**



Drawing No.
WEND-FA020x0187.120A

Electrical Requirements
120V

Graphic rendition is representative of specific signage. Colour / dimensional / material details should be verified using reference drawing specifications. Pride Signs Ltd. is not responsible for inherent variations caused by display and/or print variations.

○ Preliminary Artwork
● Approved for Production
August 11, 2017 B. Guse
*revised material for ACM (lower silver area) as per structural dwg.

CLIENT APPROVAL
REVISION DATES:
February 9, 2016 B. Guse



PRIDE SIGNS

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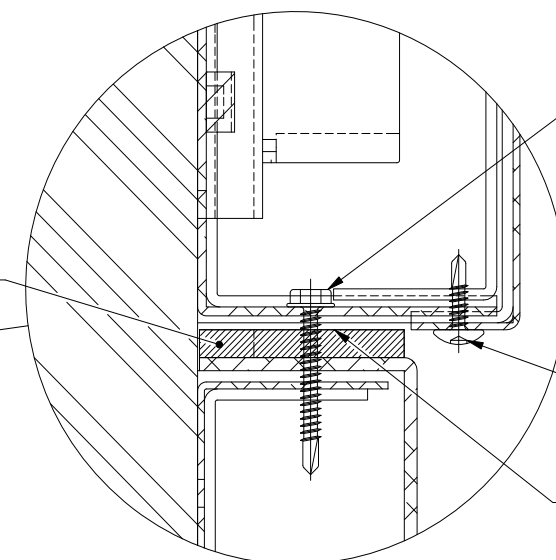
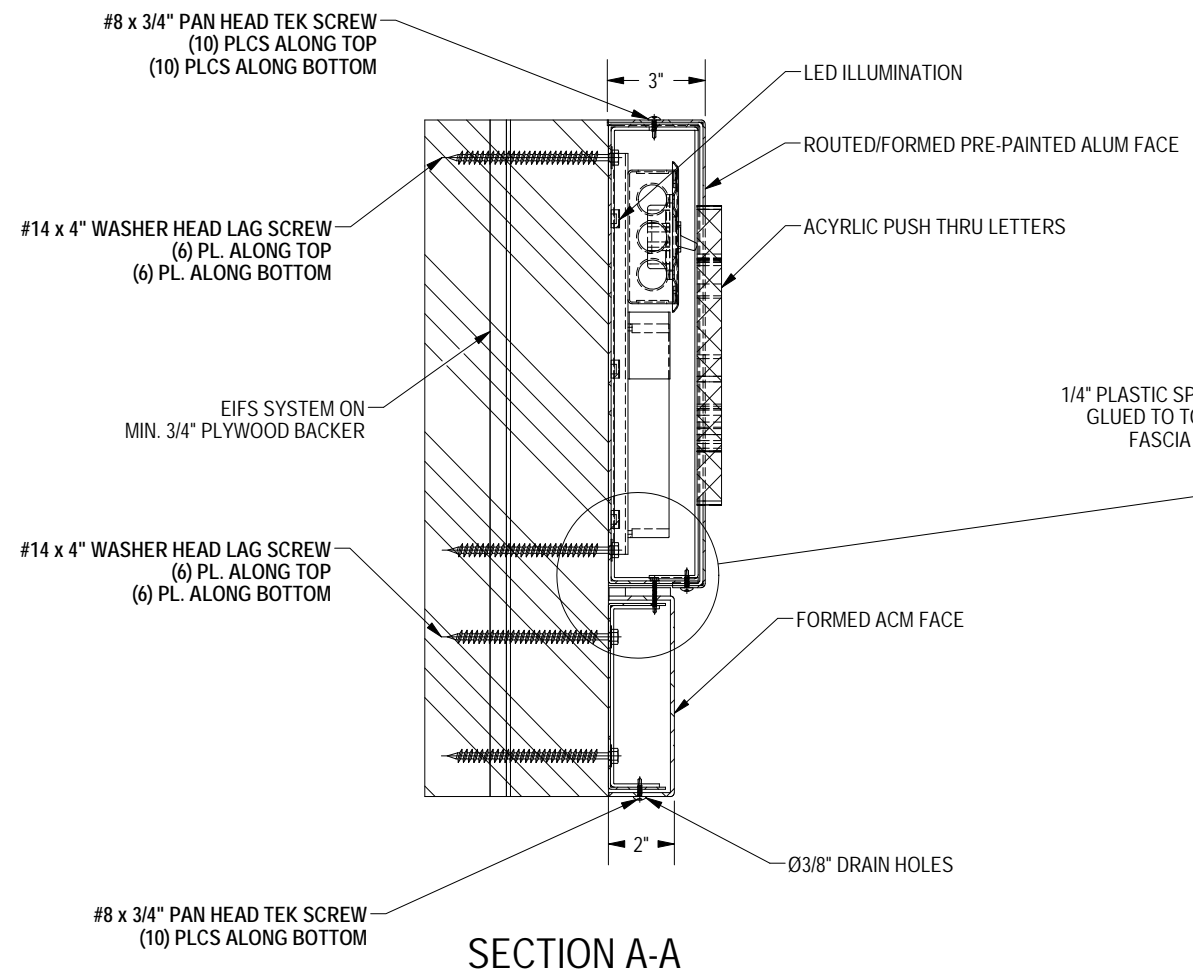
255 PINEBUSH ROAD CAMBRIDGE ONTARIO CANADA TEL: 519.622.4040 FAX: 519.622.4031 WWW.PRIDESIGNS.COM



Various Locations



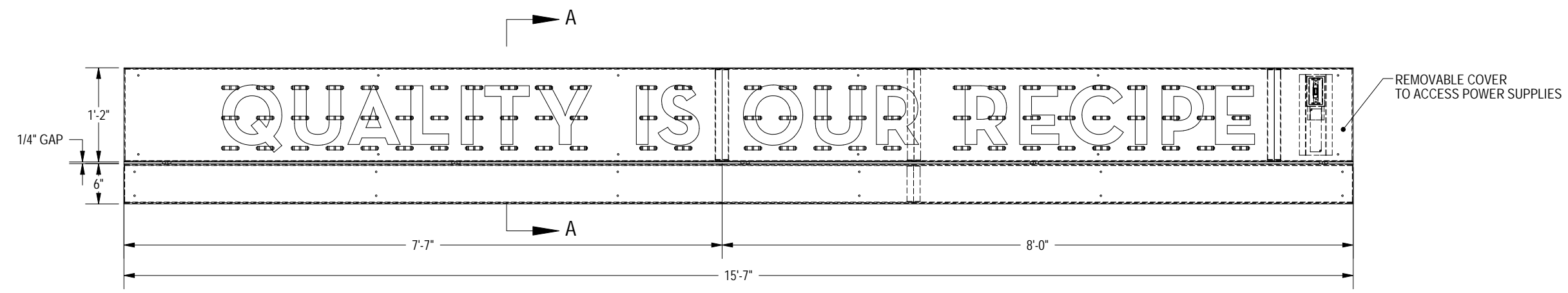
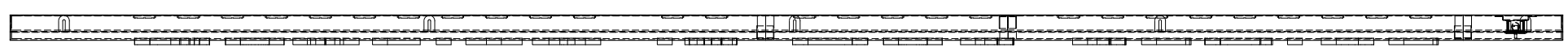
DRAWN BY: B. Guse
DATE: January 27, 2016



***IMPORTANT NOTE:
#12 x 1 1/2" TEK SCREW
FASTENED FROM INSIDE UPPER FASCIA BOX
THROUGH TO BOTTOM BOX

DESIGN NOTES:
LOADS AS PER 2012 O.B.C. FOR
COUBOURG, ON AREA:
WIND $q(1/50) = 0.49 \text{ kPa}$
SNOW $S_s = 1.2 \text{ kPa}$
 $S_r = 0.4 \text{ kPa}$

GENERAL WELD NOTE:
1/8" FILLET WELD REQ'D UNLESS
OTHERWISE SPECIFIED



PRIDE SIGNS INTERNATIONAL SIGN ASSOCIATION **sacface** **SP** **UL**

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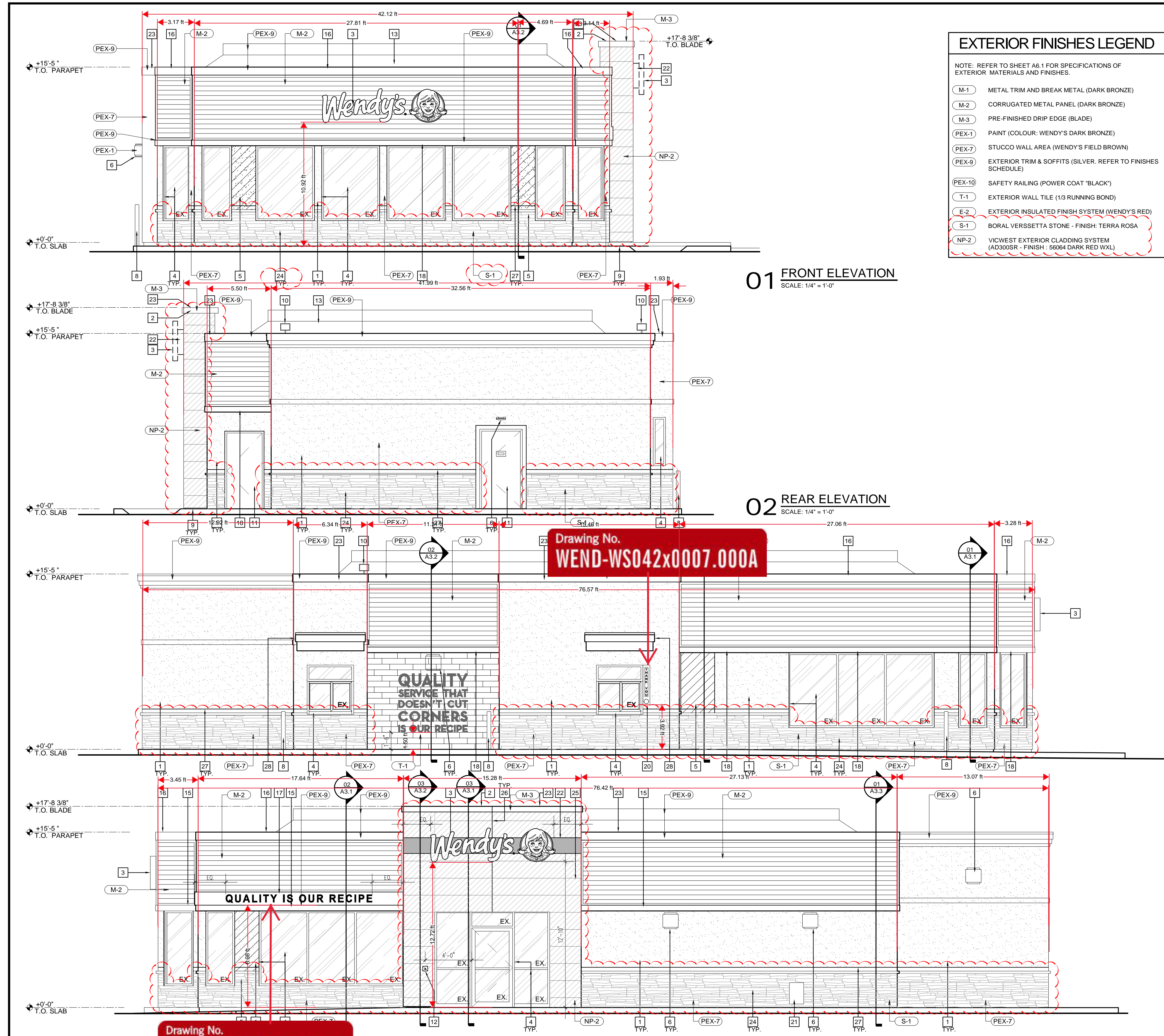
PUSH THRU FASCIA SIGN

TOTAL AMP DRAW: 1.2 A @ 120 V

WENDY'S

VARIOUS

4 REVISED LED LAYOUT - DECREASED LED COUNT	S. MOUA	04-APR-18	REVISION
3 CHANGED LOWER BANDING TO ACM	S. MOUA	10-AUG-17	
2 CHANGED MAT'L TO PRE-PAINTED	S. MOUA	15-JUN-17	
1 CHANGED SEAM COVER ON BACKER PANEL	S. MOUA	03-MAR-17	
DRAWING CHECKED BY: S. POWER		CUT FILE: 10-AUG-17	
19, Apr, 2018		WEIGHT: 99.56 LBS	



EXTERIOR FINISHES LEGEND

NOTE: REFER TO SHEET A6.1 FOR SPECIFICATIONS OF EXTERIOR MATERIALS AND FINISHES.

- (M-1) METAL TRIM AND BREAK METAL (DARK BRONZE)
- (M-2) CORRUGATED METAL PANEL (DARK BRONZE)
- (M-3) PRE-FINISHED DRIP EDGE (BLADE)
- (PEX-1) PAINT (COLOUR: WENDY'S DARK BRONZE)
- (PEX-7) STUCCO WALL AREA (WENDY'S FIELD BROWN)
- (PEX-9) EXTERIOR TRIM & SOFFITS (SILVER. REFER TO FINISHES SCHEDULE)
- (PEX-10) SAFETY RAILING (POWER COAT "BLACK")
- (T-1) EXTERIOR WALL TILE (1/3 RUNNING BOND)
- (E-2) EXTERIOR INSULATED FINISH SYSTEM (WENDY'S RED)
- (S-1) BORAL VERSETTA STONE - FINISH: TERRA ROSA
- (NP-2) VICWEST EXTERIOR CLADDING SYSTEM (AD300SR - FINISH: 56064 DARK RED WXL)

- ### EXTERIOR ELEVATION NOTES
- 1 EXISTING STUCCO FINISH TO REMAIN. G.C. TO PATCH AND REPAIR EXISTING STUCCO AT T/O SLAB TO 8" ABOVE SLAB. G.C. TO REPAINT ALL STUCCO.
 - 2 ILLUMINATED CAP W/ LED DOWNLIGHTS BY SIGN SUPPLIER.
 - 3 WENDY'S ILLUMINATED SIGNAGE (WHITE LETTERS) TO BE PROVIDED AND INSTALLED BY SIGNAGE SUPPLIER. G.C. TO PROVIDE WOOD BLOCKING, FINAL ELEC. CONNECTION AND PLATFORM SERVING TRANSFORMER. CONFIRM SIGNAGE SIZES, STYLE, MOUNTING HEIGHT AND LOCATION W/ APPROVED SIGNAGE DWGS.
 - 4 EXISTING WINDOW AND FRAME TO REMAIN. G.C. TO RECLAD, REPLACE OR ELECTROSTATICALLY PAINT.
 - 5 G.C. TO PROVIDE NEW STUCCO AT HATCHED AREA TO MATCH EXISTING.
 - 6 NEW WALL MOUNTED LIGHT. REFER TO ELECTRICAL DRAWINGS.
 - 7 EXPOSED FOUNDATION FILL TO BE PARGE.
 - 8 EXISTING CONCRETE FILLED BOLLARD TO REMAIN. REPAINTED SAFETY YELLOW. REFER TO FINISHES SCHEDULE
 - 9 EXISTING CONCRETE SIDEWALK TO REMAIN.
 - 10 EXISTING FLOOD LIGHT TO REMAIN. G.C. TO REPAINT, COLOUR TO BE PEX-1.
 - 11 PROVIDE NEW DOOR SEALS AND SWEEP AT EXISTING DOOR. REPAINT DOOR FOR BOTH INTERIOR AND EXTERIOR COLOUR TO BE PEX-1
 - 12 BARRIER FREE POWER DOOR OPERATORS. MOUNTING HEIGHT OF 3'-0" MIN. TO 3'-6" MAX. A.F.F. CENTERLINE.
 - 13 EXISTING SLOPED ROOF AND ROOF FINISHES TO REMAIN.
 - 14 SHADED AREA INDICATES AREA OF BRICK VENEER TO BE PATCHED/REPAIRED USING SALVAGED BRICK. PATCH VENEER SHALL BE INSTALLED TO MAINTAIN RUNNING BOND PATTERN THROUGHOUT.
 - 15 ILLUMINATED SIGN BOX BY SIGN SUPPLIER.
 - 16 ALUMINUM LIGHT BOX BY SIGN SUPPLIER.
 - 17 NON-ILLUMINATED FILLER BOX BY SIGN SUPPLIER. SITE VERIFY LENGTH AS REQUIRED.
 - 18 PREFINISHED ALUMINUM ACCENT BAND BY SIGN SUPPLIER.
 - 19 G.C. TO SITE VERIFY IF DOOR LOGO PANEL EXIST, INSTALL NEW ALUMINUM TEXTURED PANEL. REFER TO DETAIL S/A4.1 FOR ALL STOREFRONT DOORS.
 - 20 NEW "THANK YOU" SIGN. SUPPLIED AND INSTALLED BY OWNER.
 - 21 EXISTING GAS METER TO REMAIN.
 - 22 ILLUMINATED RACEWAY W/ LED DOWNLIGHTS BY SIGN SUPPLIER.
 - 23 PREFINISHED METAL PARAPET CAP W/ DRIP EDGE (BEYOND). ENSURE METAL FLASHING OVER LAP 6" MIN. ON FINISHES.
 - 24 BORAL VERSETTA STONE OR APPROVED EQUAL TO BE INSTALL FROM BASE AND EXTEND 3'-4" ABOVE CONCRETE BLOCK AROUND THE PERIMETER OF THE BUILDING.
 - 25 VICWEST EXTERIOR CLADDING PANEL SYSTEM. REFER TO A6 FINISH SCHEDULE FOR SIZE AND COLOUR.
 - 26 EXPANSION JOINT. REFER TO NICHHA MANUFACTURER SPEC.
 - 27 PRE-FINISHED METAL FLASHING. COLOUR TO MATCH ADJACENT STUCCO FINISH
 - 28 PRE-ENGINEERED DRIVE-THRU CANOPY SUPPLY AND INSTALL BY SIGN COMPANY.

01 FRONT ELEVATION
SCALE: 1/4" = 1'-0"

02 REAR ELEVATION
SCALE: 1/4" = 1'-0"

03 DRIVE THRU ELEVATION
SCALE: 1/4" = 1'-0"

04 SIDE ELEVATION
SCALE: 1/4" = 1'-0"

SITE NUMBER: 06474
 BASE MODEL: -
 ASSET TYPE: FRANCHISEE
 CLASSIFICATION: REFRESH
 OWNER: WENDY'S
 BASE VERSION: -
 UPGRADE CLASSIFICATION: REFRESH
 PROJECT YEAR: 2018
 FURNITURE PACKAGE: 2018
 DESIGN BULLETINS: -

TRUE NORTH CONSTRUCTION NORTH

PAUL ARCHITECT INC.
 TORONTO • VANCOUVER
 2060 Sheppard Heights Dr. Suite 200, Oakville, Ontario, L4J 7Y8
 www.paularchitect.com
 (905) 337-0999 fax: (905) 337-1998

PROJECT TYPE: **REFRESH**

Wendy's

LOCATION:
 801 WILLIAM STREET
 COBOURG, ON
 K9A 3A8

THIS DRAWING MUST NOT BE SCALED, AND MUST BE READ IN CONJUNCTION WITH ALL DRAWINGS AND SPECIFICATIONS FOR THIS PROJECT.
 ALL DISCREPANCIES, SUSPECTED ERRORS AND/OR OMISSIONS MUST BE REPORTED TO THE ARCHITECT IMMEDIATELY. THE CONTRACTOR SHALL VERIFY ALL LEVELS, DATUM AND DIMENSIONS PRIOR TO COMMENCEMENT OF WORK.
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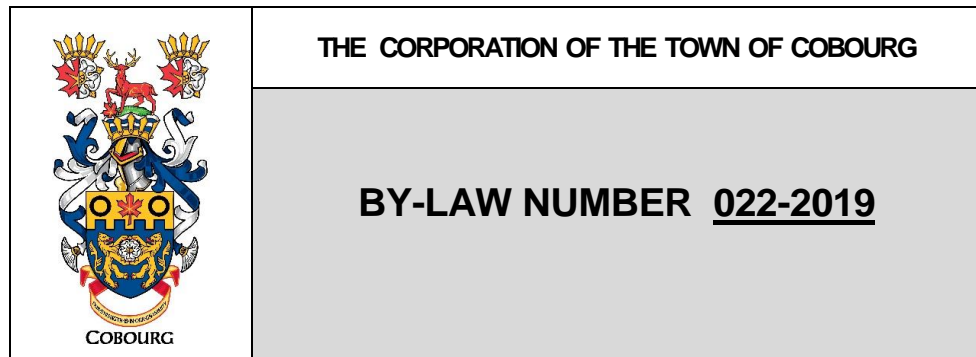
ISSUE	DATE	DESCRIPTION
WENDY'S	08/22/2018	SUOED FOR DESIGN APPROVAL
WENDY'S	08/07/2018	SUOED FOR PERMITS
CITY/WENDY'S	09/12/2018	SUOED FOR PERMITS & INDEX
WENDY'S	10/31/2018	SUOED FOR POST DESIGN ADDENDUM

REV	DATE	DESCRIPTION
1		
2		
3		

ISSUE DATE: 10/31/2018
 PROJECT NUMBER: 180418P
 DRAWN BY: AV
 CHECKED BY: AV

SEAL

SHEET NAME: EXTERIOR ELEVATIONS
 SHEET NUMBER: **A2.1**



A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF COBOURG AT ITS REGULAR COUNCIL MEETING HELD ON MARCH 18, 2019.

WHEREAS Section 5(1) of the Municipal Act, 2001, as amended, provides that the powers of a Municipality shall be exercised by its Council;

AND WHEREAS Section 5(3) of the Municipal Act, 2001, as amended, provides Municipal power, including the Municipality's capacity, rights, powers and privileges under Section 8, shall be exercised by by-law, unless the Municipality is specifically authorized to do otherwise;

AND WHEREAS the Council of the Corporation of the Town of Cobourg adopted By-law No. 009-2019, establishing the rules of order and procedure, which provided for the enactment of a Confirmatory By-law at the end of each Regular Council Meeting to confirm the recommendations and actions approved at that meeting;

AND WHEREAS in many cases, action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Cobourg at this meeting be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Cobourg enacts as follows:

1. **THAT** the actions of the Council of the Town of Cobourg at its Regular meeting held on March 18th, 2019, in respect to each report, motion, resolution or other action passed and taken by Council at its meeting, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law;
2. **THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned proceedings, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and the taking of any action authorized therein or thereby the proceedings of Council at its Regular meeting on March 18, 2019;
3. **THAT** this by-law, to the extent to which it provides authority for or constitutes the exercise of power for an undertaking, work, project, scheme, act, matter or thing which requires additional approval to that of Council, shall not take effect until the additional approval has been obtained;
4. **THAT** any member of Council who dissented from any action or proceeding or has abstained from discussion and voting thereon shall be deemed to have dissented or abstained, as the case may be, in respect to this by-law as it applies to such action or proceeding;

5. **THAT** the Chief Administrative Officer and the appropriate Division Head of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said actions of Council referred to in its March 18, 2019 Regular Council proceedings;
6. **THAT** the Mayor and Clerk, or the Treasurer and Chief Administrator Officer, or their respective designates, are authorized and directed to execute all documents necessary on behalf of Council and to affix the corporate seal of the Corporation of the Town of Cobourg to all such documents;
7. **THAT** this by-law shall come into full force on the day it is passed.

Read a first, second, third time and finally passed in Open Council on this 18th day of March, 2019.

MAYOR

MUNICIPAL CLERK