

	THE CORPORATION OF THE TOWN OF COBOURG
	REGULAR COUNCIL MEETING MINUTES
	September 30, 2019 Council Chambers, Victoria Hall, Cobourg

A Regular meeting of the Cobourg Municipal Council was held this evening in the Council Chambers, Victoria Hall, Cobourg with the following persons in attendance:

Members present: Mayor John Henderson
Deputy Mayor Suzanne Seguin
Councillor Nicole Beatty
Councillor Aaron Burchat
Councillor Adam Bureau
Councillor Emily Chorley

Regrets: Councillor Brian Darling

Staff present: Ian Davey, Interim CAO/Treasurer
Glenn McGlashon, Director of Planning and Development
Dean Hustwick, Director of Community Services
Laurie Wills, Director of Public Works
Brent Larmer, Municipal Clerk/Manager of Legislative Services

CALL TO ORDER

The Meeting was called to order by Mayor Henderson (6:00 P.M.).

ADDITIONS TO THE AGENDA

1. Delegation, Roderick Gamble, Cobourg Resident, regarding comments on Bylaw 067-2019 - Staff Council Relations Policy and Bylaw 068-2019 - Code of Conduct Policy for Members of Council and Local Boards; and
2. Closed Session, pursuant to Section 239(2)(b) of the *Municipal Act, 2001*.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat
THAT the matters be added to the Agenda.

374-19

Carried

DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST

[Mayor Henderson declared a Pecuniary Interest on By-laws – General Government Services Item No.1, regarding the West Northumberland Curling Club \(WNCC\) Lease Agreement of the Jack Heenan Arena.](#)

Mayor Henderson declared an interest for the following reasons as provided on the Declaration of Pecuniary Interest Form filed with the Municipal Clerk. Mayor Henderson indicated in Open Council that both him and his spouse are members of the West Northumberland Curling Club (WNCC) and pay Membership fees as well as maintenance fees which may be affected by the Town of Cobourg and WNCC Lease Agreement. Mayor Henderson refrained from voting and participating in the discussion on the passing and adoption of the bylaw.

ADOPTION OF MINUTES OF THE PREVIOUS MEETING

Adoption of the August 26, 2019 Special Council and September 9, 2019 Regular Council Minutes.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt the Minutes of the Special Council Meeting held on August 26, 2019, and the Regular Council Meeting held on September 9, 2019.

375-19

Carried**PRESENTATIONS****DELEGATIONS**

Duane Durham and Erin Beatty, Highland Shores Children's Aid, and Colleen Reid, Children's Foundation regarding Child Abuse Prevention Month in October.

D. Durham, E. Beatty and C. Reid attended the meeting to discuss the upcoming Child Abuse Prevention Month in October. After a question and answer period, D. Durham, E. Beatty and C. Reid were excused from the Meeting (6:16 P.M.).

Roderick Gamble, Cobourg Resident, regarding comments on Bylaw 067-2019 - Staff Council Relations Policy and Bylaw 068-2019 - Code of Conduct Policy for Members of Council and Local Boards.

R. Gamble attended the meeting to discuss objections to By-law 067-2019 - Staff Council Relations Policy and By-law 068-2019 - Code of Conduct Policy for Members of Council and Local Boards. After a question and answer period, R. Gamble was excused from the Meeting (6:26 P.M.).

DELEGATION ACTIONS

Duane Durham and Erin Beatty, Highland Shores Children's Aid, regarding Child Abuse Prevention Month in October.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Nicole Beatty THAT Council receive the delegation for information purposes; and

FURTHER THAT Council encourage Council and Staff to wear Purple in the Month of October and at the October Municipal Council Meeting.

376-19

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

Committee of the Whole meeting notes held on September 23, 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 September 23, 2019 for information purposes.

377-19

Carried**Parks and Recreation Services**

Resignation from Frederick Forfait, member of the Parks and Recreation Advisory Committee.

Moved by Councillor Emily Chorley, Seconded by Councillor Aaron Burchat THAT Council accept with regret the resignation from Frederick Forfait of the Parks and Recreation Advisory Committee and that a note of appreciation be sent to the member acknowledging his service to the community; and

FURTHER THAT the vacant position be advertised and a new member be recruited in accordance with the Town's policies and procedures.

378-19

Carried

MOTIONS**General Government Services**

[Motion from the Committee of the Whole, regarding the 2019 - 2022 Municipal Council Strategic Plan Work Plan.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley WHEREAS at the Committee of the Whole on September 23, 2019, Council considered a Report from the Chief Administrative Officer, regarding the 2019-2022 Municipal Council Strategic Plan Work Plan;

NOW THEREFORE BE IT RESOLVED THAT Council accept the noted Work Plan as the appropriate tasks required to execute the 2019-2022 Strategic Plan; and

FURTHER THAT Council forward any of the listed projects requiring funding to the 2020-2022 budget deliberations; and

FURTHER THAT Council direct Staff to report back progress of the Work Plan semi-annually in September and March of each year.

379-19

Carried

Planning and Development Services

[Motion from the Committee of the Whole, regarding the disbursement of financial incentives under the Downtown Cobourg Vitalization Community Improvement Plan \(CIP\).](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Adam Bureau WHEREAS at the Committee of the Whole on September 23, 2019, Council considered a Motion regarding the Downtown Cobourg Vitalization Community Improvement Plan: 2019 Intake;

NOW THEREFORE BE IT RESOLVED THAT Council authorize the disbursement of the following financial incentives under the programs of the Downtown Cobourg Community Improvement Plan (CIP) in an amount to be recalculated by Staff and brought back to Council for consideration at the September 30 Regular Council, which includes the amounts for grants, loan costs, loans totaling and total expenditure in the amount of \$99,735 (grants), \$71,942 (loans), and \$5,000 (loan costs) equaling \$104,735:

- 1 King Street East. (TVM Group): \$37,080 Residential Grant and Building Improvement Grant;
- 38 Covert Street (Lee): \$24,000 Residential Grant and Building Improvement Grant. \$25,000 Building Improvement Loan and a \$40,000 Residential Loan;
- 52 King Street West (Kest and York): \$12,340 Façade Improvement Grant and Building Improvement Grant;
- 5 King Street West (Bowman): \$8,655 Façade Improvement Grant and Building Improvement Grant;
- 23-29 King Street West (Copeman-Kessler): \$8,455 Façade Improvement Grant and Building Improvement Grant.
- 2 King Street West (Reidrev/Verdier): \$2,500 Study Grant;
- 77 Albert Street (Lee): \$6,255 Façade Improvement and Building Improvement Grant;
- 322 George Street (McLachlan): \$6,942 Façade Improvement Loan; and
- 6 King Street West (Reidrev/Verdier): \$450 Façade Improvement Grant.

380-19

Carried

BY-LAWS**General Government Services**

[By-law 066-2019, being a by-law to execute a lease agreement with the West Northumberland Curling Club for the Jack Heenan Arena.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Nicole Beatty THAT Council adopt by-law 066-2019, being a by-law to execute a lease agreement with the West Northumberland Curling Club for the Jack Heenan Arena.

381-19

Carried

By-law 067-2019, being a by-law to approve the Council and Staff Relations Policy.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Burchat THAT Council adopt by-law 067-2019, being a by-law to approve the Council and Staff Relations Policy.

382-19

Referred

Motion to Refer:

Moved by Councillor Emily Chorley, Seconded by Deputy Mayor Suzanne Séguin THAT Council refer Draft Policy # LEG-ADM23 - Council and Staff Relations Policy - to General Government Services for revisions and to be brought back to Council by November 25, 2019.

	For	Against	COI	Absent
Councillor Nicole Beatty	x			
Councillor Aaron Burchat	x			
Councillor Adam Bureau		x		
Councillor Emily Chorley (Moved By)	x			
Councillor Brian Darling				x
Mayor John Henderson	x			
Deputy Mayor Suzanne Séguin (Seconded By)	x			
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383-19

Carried

[By-law 068-2019, being a by-law to approve the Code of Conduct Policy for Members of Council and Local Boards for the Town of Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Burchat THAT Council adopt by-law 068-2019, being a by-law to approve the Code of Conduct Policy for Members of Council and Local Boards for the Town of Cobourg.

384-19

Amended

Motion to Amend:

Moved by Councillor Emily Chorley, Seconded by Deputy Mayor Suzanne Séguin THAT Council amend Section 7.2 (g) of the Code of Conduct for Council and Local Boards to amend the gift limit from \$500 to \$350.

385-19

Carried

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt by-law 068-2019, being a by-law to approve the Code of Conduct Policy for Members of Council and Local Boards for the Town of Cobourg as amended.

386-19

Carried

[By-law 069-2019, being a by-law to execute an amending sale agreement with 2682194 Ontario Ltd. \(Cardinal Industrial Solutions\) and the Corporation of the Town of Cobourg for the purchase of the sale of land in Lucas Point Business Industrial Park \(Dodge Street, Cobourg\).](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt by-law 069-2019, being a by-law to execute an amending sale agreement with 2682194 Ontario Ltd. (Cardinal Industrial Solutions) and the Corporation of the Town of Cobourg.

387-19

Carried

[By-law 070-2019, being a by-law to authorize an amending sale agreement between 1978327 Ontario Ltd. \(Loadstar Trailers Inc.\) and the Corporation of the Town of Cobourg for the purchase of the sale of land in Lucas Point Business Industrial Park \(Dodge Street, Cobourg\).](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council adopt by-law 070-2019, being a by-law to authorize an amending sale agreement between 1978327 Ontario Ltd. (Loadstar Trailers Inc.) and the Corporation of the Town of Cobourg.

388-19

Carried

[By-law 071-2019, being a by-law to authorize a purchase and sale agreement between Habitat for Humanity Northumberland and the Corporation of the Town of Cobourg for 600 Daintry Crescent, Cobourg.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Nicole Beatty THAT Council adopt by-law 071-2019, being a by-law to authorize a purchase and sale agreement between Habitat for Humanity Northumberland and the Corporation of the Town of Cobourg for 600 Daintry Crescent, Cobourg.

389-19

Carried

Planning and Development Services

[By-law 072-2019, being a by-law to establish Building Permit Fees.](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Emily Chorley THAT Council adopt by-law 072-2019, being a by-law to establish Building Permit Fees.

390-19

Carried

[By-law 073-2019, being a by-law to establish tariff of fees for the processing of applications made in respect of planning matters.](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Emily Chorley THAT Council adopt by-law 073-2019, being a by-law to establish tariff of fees for the processing of applications made in respect of planning matters.

391-19

Carried

[By-law 074-2019, being a by-law to require land for park purposes or other public recreational purposes.](#)

Moved by Councillor Nicole Beatty, Seconded by Councillor Aaron Burchat THAT Council adopt by-law 074-2019, being a by-law to require land for park purposes or other public recreational purposes.

392-19

Carried

Protection Services

[By-law 075-2019 being a by-law to appoint a Building Inspector/Plans Examiner for the Corporation of the Town of Cobourg.](#)

Moved by Councillor Aaron Burchat, Seconded by Councillor Nicole Beatty THAT Council adopt By-law 075-2019, being a by-law to appoint Pharren Wilson as a Building Inspector/Plans Examiner for the Corporation of the Town of Cobourg.

393-19

Carried

General Government Services

THAT the following By-law be passed:

1. [By-law 066-2019, being a by-law to execute a lease agreement with the West Northumberland Curling Club for the Jack Heenan Arena.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT leave be granted to introduce By-law 066-2019 and to dispense with the reading of the by-law by the Municipal Clerk and that the same be considered read and passed and that the Deputy Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

394-19

Carried

THAT the following By-laws be passed:

1. By-law 068-2019 being a By-law to approve the Code of Conduct Policy for Members of Council and Local Boards for the Town of Cobourg;
2. By-law 069-2019 being a By-law to execute an amending sale agreement with 2682194 Ontario Ltd. (Cardinal Industrial Solutions) and the Corporation of the Town of Cobourg for the purchase of the sale of land in Lucas Point Business Industrial Park (Dodge Street, Cobourg);
3. By-law 070-2019 being a By-law to authorize an amending sale agreement between 1978327 Ontario Ltd. (Loadstar Trailers Inc.) and the Corporation of the Town of Cobourg for the purchase of the sale of land in Lucas Point Business Industrial Park (Dodge Street, Cobourg);
4. By-law 071-2019 being a By-law to authorize a purchase and sale agreement between Habitat for Humanity Northumberland and the Corporation of the Town of Cobourg for 600 Daintry Crescent, Cobourg;
5. By-law 072-2019, being a by-law to establish Building Permit Fees;
6. By-law 073-2019, being a by-law to establish tariff of fees for the processing of applications made in respect of planning matters;
7. By-law 074-2019, being a by-law to require land for park purposes or other public recreational purposes; and
8. By-law 075-2019 being a By-law to appoint a Building Inspector/Plans Examiner for the Corporation of the Town of Cobourg.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT leave be granted to introduce By-law 068-2019 to By-law 075-2019 and to dispense with the reading of the by-law 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.

395-19

Carried

PETITIONS

COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)

- Accessibility Advisory Committee - Jul 17, 2019;
- Transportation Advisory Committee - Aug 22, 2019;
- Parks and Recreation Advisory Committee - Aug 6, 2019;
- Heritage Advisory Committee - Aug 8 and 14, 2019; and
- Sustainability and Climate Change Advisory Committee - Sep 4, 2019.

CORRESPONDENCE

Correspondence from Minister Steve Clark, Ministry of Municipal Affairs and Housing, regarding Building Code Services Transformation (Protection Services).

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

396-19

Carried

Correspondence, Rick Miller, President of the Marie Dressler Foundation, requesting Council Proclaim November 9, 2019 as Marie Dressler Day in the Town of Cobourg (Arts, Culture and Tourism Services).

Moved by Councillor Adam Bureau, Seconded by Councillor Aaron Burchat THAT the Mayor and Municipal Council proclaim November 9, 2019 to be "Marie Dressler Celebration Day" in the Town of Cobourg.

397-19

Carried

NOTICE OF MOTION

Notice of Motion, Councillor Bureau, regarding 2019 Budget Funds for Christmas Curly Q's Downtown.

Moved by Councillor Adam Bureau, Seconded by Councillor Aaron Burchat THAT Council refer the Notice of Motion to the October 15, 2019 Committee of the Whole meeting for consideration.

398-19

Motion to Suspend the Rules of Order

Moved by Councillor Adam Bureau, Seconded by Councillor Aaron Burchat THAT Council suspend the Rules of Order related to Section 20 of the Town of Cobourg Procedural By-law (009-2019) in order to bring forward the Notice of Motion discussion at the September 30, 2019 Regular Council Meeting.

399-19

2/3 Vote - Carried**Arts, Culture and Tourism Services**

Notice of Motion, Councillor Bureau regarding the 2019 Budget Funds for Christmas Curly Q's Downtown Cobourg.

Moved by Councillor Adam Bureau, Seconded by Councillor Aaron Burchat WHEREAS the Christmas lights Curly Q's that hang on the lamp poles in our Downtown Area were voted out of the budget for 2019.; and

WHEREAS the Downtown Business Improvement Area Board (DBIA) made a motion to the Christmas Magic Ad Hoc Committee that they would partner with the Town of Cobourg and contribute \$9,000.00 towards the Curly Q's rental purchase; and

WHEREAS the total amount for the Curly Q's installed and rented for the Christmas season is \$25,000.00; and

AND WHEREAS since it gets dark earlier in the winter season the Curly Q's add more light to our beautiful Downtown and will add additional safety and a better atmosphere for Tourism, but most of all for our residents; and

NOW THEREFORE BE IT RESOLVED THAT Council approve the rental of the Christmas lights Curly Q's and direct staff to contact the company and have them install the Curly Q'S for this 2019 Christmas season in the Downtown Core; and

FURTHER THAT Council use funds from HOLDCO Reserve for the purchase of the Christmas Curly Q' for 2019.

400-19

Amended**Motion to Amend:**

Moved by Councillor Emily Chorley, Seconded by Councillor Nicole Beatty THAT the Motion delete the wording of the final line and include the following wording:

FURTHER THAT Council use funds from the Downtown CIP Main Street Funding in the amount of \$10,000 and \$6,000 from the Cancelled Donegan Park Fence Project for the purchase of the Christmas Light Curly Q's for 2019.

401-19

Carried

Moved by Councillor Adam Bureau, Seconded by Councillor Nicole Beatty WHEREAS the Christmas lights Curly Q's that hang on the lamp poles in our Downtown Area were voted out of the budget for 2019.; and

WHEREAS the Downtown Business Improvement Area Board (DBIA) made a motion to the Christmas Magic Ad Hoc Committee that they would partner with the Town of Cobourg and contribute \$9,000.00 towards the Curly Q's rental purchase; and

WHEREAS the total amount for the Curly Q's installed and rented for the Christmas season is \$25,000.00; and

AND WHEREAS since it gets dark earlier in the winter season the Curly Q's add more light to our beautiful Downtown and will add additional safety and a better atmosphere for Tourism, but most of all for our residents; and

NOW THEREFORE BE IT RESOLVED THAT Council approve the rental of the Christmas lights Curly Q's and direct staff to contact the company and have them install the Curly Q'S for this 2019 Christmas season in the Downtown Core; and

FURTHER THAT Council use funds from the Downtown CIP Main Street Funding in the amount of \$10,000 and \$6,000 from the Cancelled Donegan Park Fence Project for the purchase of the Christmas Light Curly Q's for 2019.

402-19

Carried

COUNCIL/COORDINATOR ANNOUNCEMENTS

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

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

UNFINISHED BUSINESS

The items listed in the order of the topics set out in the agenda of prior meetings which have not been disposed of by Council and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of by Council, unless removed from the agenda by leave of Council - Council Procedural By-law No. 009-2019.

Motion from the Committee of the Whole regarding the update to the Unfinished Business listed on each Council Agenda.

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council approve the updated Unfinished Business Item listing and updated deadline dates as noted in the Council Agenda.

403-19

Carried

Unfinished Business Item	Meeting Date	Department/Division	Deadline Date
Extension of the RFP for the position of the Municipal Ombudsman.	05-21-19	Legislative Services	Oct 15, 2019
Staff Report regarding Adult Fitness Park in Cobourg	06-12-19	Community Services	Oct 15, 2019
Staff Report reviewing the impacts of the Traffic Study for Lower Division Street/Esplanade Area.	04-01-19	Public Works	Oct 15, 2019
Staff Report regarding the public engagement and recommended repairs/improvements for the East Pier and Victoria Park Campground	07-02-19	Community Services	Oct 15, 2019
Staff Report Sustainability and Climate Change Advisory Committee, regarding a recommendation to support the Banning/Phasing out of Bottled Water in Municipal Facilities and Municipal Events.	06-24-19	Chief Administrative Officer	Nov 4, 2019
Report reviewing the Town of Cobourg Public Comment and Complaint Policy.	05-13-19	Legislative Department	Nov 4, 2019
Terms of Reference regarding a social planning and/or Community Development Advisory Committee, regarding affordable housing.	01-28-19	Legislative Department	Nov 25, 2019
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.	02-19-19	Legislative Department	Nov 25, 2019
MOU to be provided to Council Re Cobourg Dragon Boat and Canoe Club	07-22-19	Community Services	Dec 2, 2019
Report outlining suggestions for enhancing the amenities for anglers and the regulation of fishing-related activities at the Cobourg Marina.	09-03-19	Community Services	Apr 30, 2020
Staff Report in response to the Lifesaving Society's Aquatic Safety Audit Report for the Town of Cobourg Harbour, with input from the PRAC and all user groups.	09-23-19	Community Services	Mar 2020
Memo from John Ewart, Town of Cobourg Municipal Ombudsman, regarding a Town of Cobourg Ombudsman Complaint 1-2018.	11-26-18	Legislative Department	

Staff Report reviewing the impacts of the Traffic Study for Condo. Corp. #58- 148 Third Street.	04-01-19	Public Works	
Traditional Land Acknowledgment Statement to be read at Council Meeting	05-13-19	Legislative Department	
Revisions to the Long Service Recognition Policy from General Government Services.	09-23-19	Human Resources	

CLOSED SESSION

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Aaron Burchat THAT Council meet in Closed Session in accordance with Section 239 of the *Municipal Act, 2001*, regarding:

s. 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees:

1. Personnel Matter.

404-19

Carried

CLOSED SESSION ACTION ITEM

CONFIRMATORY BY-LAW

[By-law 076-2019, being a by-law to confirm the proceedings of the Council Meeting of September 30, 2019.](#)

Moved by Deputy Mayor Suzanne Séguin, Seconded by Councillor Emily Chorley THAT leave be granted to introduce By-law 076-2019 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 September 30, 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.

405-19

Carried

ADJOURNMENT

Moved by Councillor Nicole Beatty, THAT the Meeting be adjourned (8:13 P.M.).

406-19

Carried

Municipal Clerk

Mayor