

The Corporation of The Town of Cobourg  
Community Services, Protection, and Economic Development Standing Committee  
Agenda



Wednesday, September 4, 2024

9:30 a.m.

Council Chambers, Victoria Hall, Cobourg

This Community Services, Protection, and Economic Development Standing Committee Meeting will begin at 9:30 a.m. and is being held using a hybrid meeting model. Members of Council and Municipal Staff will have the choice to participate in-person in Council Chambers or to participate via Electronic Participation. Please note that in-person attendance in Council Chambers by members of the public is now permitted. The public may also view the Council meeting live via the Town of Cobourg live stream. If you have any questions or would like to provide feedback, please email [clerk@cobourg.ca](mailto:clerk@cobourg.ca).

**Join Zoom Meeting Information for Speakers**

Online: <https://us02web.zoom.us/j/82824097959>

Meeting ID: 828 2409 7959

Phone: 647 374 4685

---

Pages

1. **Call to Order**

2. **Traditional Land Acknowledgement**

The Town of Cobourg respectfully acknowledge that we are located in the traditional and treaty territory of the Michi Saagiig (Mississauga) and Chippewa Nations, collectively known as the Williams Treaties First Nations, which include: Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations.

The Town of Cobourg respectfully acknowledge that the Williams Treaties First Nations have been stewards and caretakers of these lands and waters, and that today remain vigilant over their health and integrity for generations to come. We are all Treaty people.

3. **Introduction of Addendum Items**

4. **Confirmation of Agenda**

- 4.1 Confirmation of the Community Protection and Economic Development Standing Committee September 4, 2024 Agenda

That the Committee confirm the agenda, as circulated.

5. Disclosure of Pecuniary (Financial) Interest

6. Community Announcements

Members of the Community Services, Protection, and Economic Development Standing Committee will present verbal reports on matters within their respective areas of responsibility.

7. Delegations

*Delegates may speak for up to 10 minutes of uninterrupted time and only on the matter indicated on your delegation request form.*

*As per the Town Procedural By-law, when addressing Council, the speaker shall be respectful of all persons and refrain from entering into cross debate with members of Council, Town Staff and members of the audience.*

*Following the delegation, Council members may ask questions to obtain additional information or seek clarification from the speaker but shall not make statements to or enter into debate with the speaker.*

*Once the question period is deemed complete by the Chair, Council members will deliberate the matter at hand without interruption.*

*Delegations will not be allowed to interrupt the Council decision making process.*

- 7.1 Delegation from Eunice Kirkpatrick, on behalf of YMCA Northumberland, regarding request for the Town to move forward and endorse a new YMCA Northumberland site build

5

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council receive the delegation from Eunice Kirkpatrick on behalf of YMCA Northumberland regarding a request for the Town to move forward and endorse a new YMCA Northumberland site build for information purposes.

OR

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation from Eunice Kirkpatrick on behalf of YMCA Northumberland regarding a request for the Town to move forward and endorse a new YMCA Northumberland site build to staff for a report back.

- 7.2 Delegation from James Bisson regarding Brookside encampment relocation

20

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council receive the delegation from James Bisson regarding the Brookside encampment relocation for information purposes.

OR

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation from James Bisson regarding the Brookside encampment relocation to staff for a report back.

- 7.3 Delegation from Wally Keeler on behalf of Poetchry regarding request for picnic tables for poetry etching

38

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council receive the delegation from Wally Keeler on behalf of Poetchry regarding the request for a picnic table for poetry etching for information purposes.

OR

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation from Wally Keeler regarding the request for a picnic table for poetry etching to staff for a report back.

## 8. Outside Presentation / Information from Advisory Committees or Task Forces

*Speakers may not register to speak to Outside Presentations.*

- 8.1 Report from the Cobourg Police Service Board regarding the cost of policing the Brookside Encampment to date

45

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council receive the following report for informational purposes.

## 9. Consent Agenda

*Speakers may speak for up to 10 minutes of uninterrupted time and only on the matter pertaining to the report.*

*As per the Town Procedural By-law, when addressing Council, the speaker shall be respectful of all persons and refrain from entering into cross debate with members of Council, Town Staff and members of the audience.*

*Following the address, Council members may ask questions to obtain additional information or seek clarification from the speaker but shall not make statements to or enter into debate with the speaker.*

*Once all speakers have been heard, Council members will deliberate the report at hand without interruption. Speakers will not be allowed to interrupt the Council decision making process.*

THAT the Committee adopt the following recommendations contained within the staff reports on the consent agenda as a single motion and refer to Regular Council for final approval.

- 9.1 Report No. COMM-2024-017 from Director of Community Services regarding Community Groups: Memorandum of Understanding Update 51

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval:

NOW THEREFORE BE IT RESOLVED THAT Council receive this report for information purposes.

- 9.2 Report No. COMM-2024-018 from Director of Community Services regarding Cobourg Yacht Club Lease Renewal 62

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council renew the Cobourg Yacht Club's land lease for another ten (10) year term; and

FURTHER THAT Council approves the update to the Lease Schedule A outlining the boundaries of the lands; and

FURTHER THAT Council commends the Cobourg Yacht Club on its continued success and its positive impact on Cobourg's economy and lifestyle; and

FURTHER THAT Council authorizes the Mayor and Clerk to execute an extension of the lease by drawing up a new Renewal Agreement with the same terms for a ten (10) year + ten (10) year extension term effective June 1, 2027 consistent with the past practice for this lease.

**10. Items Extracted from Consent Agenda**

**11. Notice of Motion**

*Speakers may not register to speak to Motions.*

**12. Departmental Updates/Discussion**

**13. Adjournment**

To adjourn the meeting.



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

## Delegation Request Form

Submit the completed Delegation Request Form to the Municipal Clerk by e-mail to [clerk@cobourg.ca](mailto:clerk@cobourg.ca) or in person or by mail to 55 King Street West, Cobourg, ON K9A 2M2.

### Contact Information

Name of Delegate(s):

Eunice Kirkpartrick

Group/Organization/Business Delegation Represents (if applicable):

YMCA Northumberland

### Meeting Selection

I wish to appear before:

- Strategic Priorities and Policy Standing Committee
- Corporate, Finance and Legislative Standing Committee
- Public Works Planning and Development Standing Committee
- Community Services, Protection, and Economic Development Standing Committee
- Regular Council
- Accessibility Advisory Committee
- Cobourg Public Library Board
- Cobourg Heritage Advisory Committee
- Cobourg Police Services Board

<b>Delegation Request</b>
<p><b>General Nature / Purpose of the Delegation:</b>          (Clearly state the nature of the business to be discussed and provide a general summary of the information to be presented)</p> <p>Follow up meeting with the Standing Committee to the previous delegation in October 2023 where Council made a motion to develop an MOU between Council and YMCA Northumberland for a new build.</p>

<b>Recommendation to Council / Committee / Board</b>
<p>(Indicate the action you would like the Town to take with respect to the above-noted subject matter)</p> <p>Continue to move forward and endorse a new build -- YMCA Northumberland - Cobourg site.</p>

<b>Have you appeared before the Council / Committee / Board in the past to discuss this issue?</b>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>Presentation Material</b>		
Will you have an oral or written presentation?	<input checked="" type="checkbox"/> Oral	<input type="checkbox"/> Written
Will you have a visual presentation? (ie. PPT, pictures, etc.)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Delegates are required to provide any supporting materials for a Council Meeting to the Clerk by noon on Monday nine (9) days prior to the meeting to be included on the Meeting Agenda for circulation. Supporting materials for an Advisory Committee or Board are required to be submitted by noon five (5) days prior to the meeting to be included on the Meeting Agenda.</p>		

**TOWN OF COBOURG | VICTORIA HALL, 55 KING STREET WEST, COBOURG, ON K9A 2M2**  
 T.905.372.4301 | F.905.584.4325 | [www.cobourg.ca](http://www.cobourg.ca)

# YMCA Northumberland

Presentation to Cobourg Town Council  
A Recreation Hub for a Thriving Community

September 4, 2024

# A Shared Vision for our Cobourg Community



Cobourg is experiencing the fastest growth in history of 1000 people per annum compared to 300 people per year in the past. We can expect this growth to continue until 2050 – that's just 25 years from now!



We know that a healthy and fit community thrives, is prosperous and resilient.

We know that the science and economics behind a healthy population means a greater quality of life, increased desire to live in Cobourg, and enhanced overall well-being.





# Request to the Mayor and Council

**Working in partnership to address this new build, the YMCA will require the Town's support with:**

- The donation of serviced land at the CCC.
- Access to the development charges for a new and improved aquatic centre identified in the Development Charges Study 2021 for the Town/YMCA aquatics.
- Provincial and Federal funding applications.
- To further discussions with the Town of Cobourg staff for the development of a new multifunctional 'State of the Art' facility that will address the needs of our growing and diverse Cobourg community over the next 30 years.

# ***YMCA Aligns with the Cobourg Community Centre (CCC) Campus Master Plan –2014***

## **Key Outcomes:**

- Recommendations for an aquatic centre that includes a therapeutic pool
- Desire for a new swimming pool
- Certain activities (eg. Aquatics) require travel outside of Town
- Accessibility could be improved by providing additional opportunities for expanded aquatics programs in Town
- Municipalities working together with community partners



# YMCA Aligns with the MHBC joint Facility Needs Assessment YMCA/Town of Cobourg– 2017

- The CCC was developed as a regional recreational facility. It is ideally situated on the eastern part of Town and well located relative to the growing regional market.



# YMCA Aligns with the Town of Cobourg Strategic Plan 2023-2027

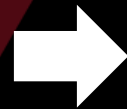
## A Thriving Community



*Provide the physical infrastructure to support a healthy community that will enable each of us to flourish and reach our full potential.*



*Invest in complementary programs and services that encourage active lifestyles for all age groups*



*Maintain resiliency and competitiveness through investments in people and resources in collaboration with other public sector agencies and levels of government*

# YMCA Aligns with the Town of Cobourg Strategic Plan 2023-2027

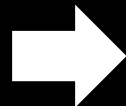
## A Sustainable Facility



*Preserve and promote the heritage, history and culture of the Cobourg to sustain it as a vibrant and appealing destination*



*Take a community approach to making the future of Cobourg equitable, resilient and sustainable in response to our ever-changing natural environment, including efforts to address climate change*



*Enhance our Financial and Asset Management Plans to provide appropriate levels of services and ensure long-term sustainability*

# ***Benefits of Partnering with the YMCA***

## **As a leading charity, the YMCA:**

- Is a recognized and trusted brand.
- Is experienced in the operation of health, fitness and aquatics.
- Has expertise in a broad range of non-recreational, socially focused programs.
- Is convenient and provides affordable access for Cobourg residents.
- Provides programs and services that reflect the community needs.
- Has access to Federal and Provincial Funding.
- Alleviates a significant burden to the tax base.
- Raises funds so no-one is ever turned away due to inability to pay.
- Has access to many networks and resources, as a provincial national and global organization.
- Creates economic development spin-offs and incentive for professionals including medical to relocate to community.



# Proven Model: Campbellford, Trent Hills

YMCA Northumberland – Municipality of Trent Hills partnership is key to the success and catalyst for advancing project:

- Effective and proven operating model
- Strengthened support of government and the community



# Our Proposal to Work Together:

- Build a multifunctional State of the Art recreational facility (that includes a lane pool, therapy pool, multi-purpose space, conditioning centre and studio space), in partnership with the Town of Cobourg and co-locate at the CCC Campus to create a 'one stop shop' model.





# Our Vision for Elgin Street, Cobourg

- Create a 'Centre of Excellence' that will provide essential and enhanced programs and services to children and youth and create opportunities for skills training and development that will address employment gaps in our community.



# Request to the Mayor and Council

**Working in partnership to address this new build, the YMCA will require the Town's support with:**

- The donation of serviced land at the CCC.
- Access to the development charges for a new and improved aquatic centre identified in the Development Charges Study 2021 for the Town/YMCA aquatics.
- Provincial and Federal funding applications.
- To further discussions with the Town of Cobourg staff for the development of a new multifunctional 'State of the Art' facility that will address the needs of our growing and diverse Cobourg community over the next 30 years.

**Now is the time for our community to shine!**

**Thank you**



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

## Delegation Request Form

Submit the completed Delegation Request Form to the Municipal Clerk by e-mail to [clerk@cobourg.ca](mailto:clerk@cobourg.ca) or in person or by mail to 55 King Street West, Cobourg, ON K9A 2M2.

### Contact Information

Name of Delegate(s):

James Bisson

Group/Organization/Business Delegation Represents (if applicable):

### Meeting Selection

I wish to appear before:

- Strategic Priorities and Policy Standing Committee
- Corporate, Finance and Legislative Standing Committee
- Public Works Planning and Development Standing Committee
- Community Services, Protection, and Economic Development Standing Committee
- Regular Council
- Accessibility Advisory Committee
- Cobourg Public Library Board
- Cobourg Heritage Advisory Committee
- Cobourg Police Services Board



<p><b>Delegation Request</b></p> <p>General Nature / Purpose of the Delegation:          (Clearly state the nature of the business to be discussed and provide a general summary of the information to be presented)</p> <p>The pending sale of Brookside will cause the displacement of the Encampment which will impact the Town of Cobourg. Although homelessness is a County responsibility, the County's report on the Encampment presented to County Council does not address the safety and security of Cobourg residents and businesses.</p> <p>The delegation will present an overview of the situation with recommendations the Town can take in advance of what is most likely an inevitable event.</p>
--

<p><b>Recommendation to Council / Committee / Board</b></p> <p>(Indicate the action you would like the Town to take with respect to the above-noted subject matter)</p> <p>Implement a "Tenting and Encampment By-law" to prevent the continuation of Encampments in the Town of Cobourg. The by-law should prohibit tents in public spaces and limit tents to a max of 2 on private spaces for a limited time without a permit. The by-law would be similar to 022-2013 but apply to all spaces within the Town.</p> <p>Increase funding for By-law Enforcement to reduce pressure on EMS resources.</p>
---

<p><b>Have you appeared before the Council / Committee / Board in the past to discuss this issue?</b></p> <p><input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p>
---

<b>Presentation Material</b>		
Will you have an oral or written presentation?	<input checked="" type="checkbox"/> Oral	<input type="checkbox"/> Written
Will you have a visual presentation? (ie. PPT, pictures, etc.)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Delegates are required to provide any supporting materials for a Council Meeting to the Clerk by noon on Monday nine (9) days prior to the meeting to be included on the Meeting Agenda for circulation. Supporting materials for an Advisory Committee or Board are required to be submitted by noon five (5) days prior to the meeting to be included on the Meeting Agenda.</p>		

Delegation on the  
Encampment  
60 Day Action Plan

James Bisson

# County Delegation Action Update:

- ✓ Demand delegation findings be brought to full County Council to provide official public response by next Council Meeting.
- ✓ Complaint to the Integrity Ombudsman regarding Council Code of Conduct
- ✓ Access to Information Request requiring all documents, meetings, and notes regarding the lead up and outcome of the September 26, 2023 eviction notice at Brookside.
- ✓ Access to Information Request for all documents and actions related to the Emergency Shelter Review.
- ✓ Access to Information Request regarding all funding received from the Provincial government regarding homelessness, its allocations, and outcomes.
- Investigation regarding process related to emergency sheltering and the purchase of 310 Division

# Over the last year...

- Formation of Encampment unprecedented in Cobourg history
- Judicial, legislative, and political stalemate
- No eviction from Brookside Sept 26, 2023
- 310 Division purchase process controversial
- Encampment tripled in size in 12 months
- Residents and business complaints discounted by County
- Decision on Brookside looming...

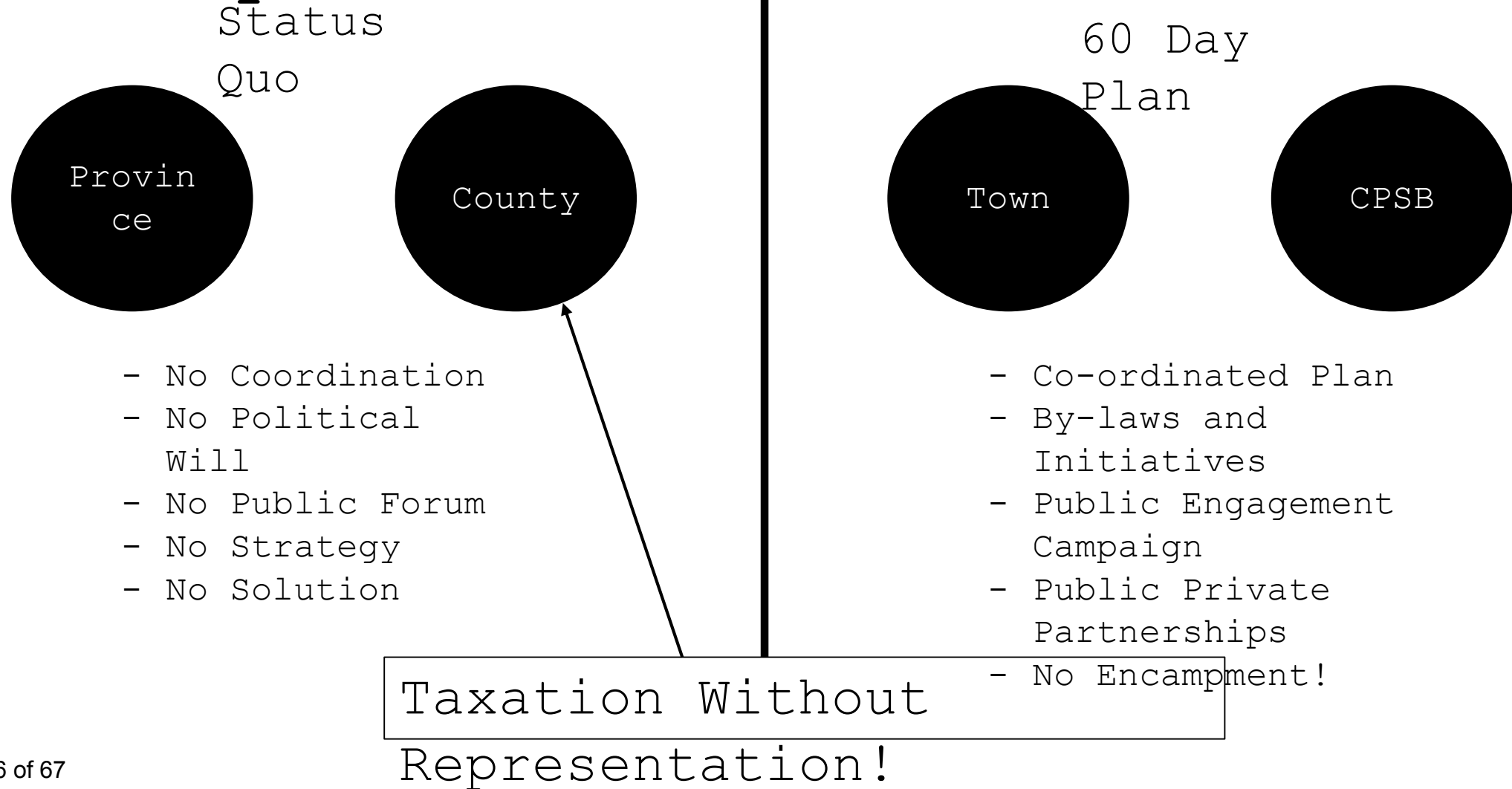


# Major Events by End of October

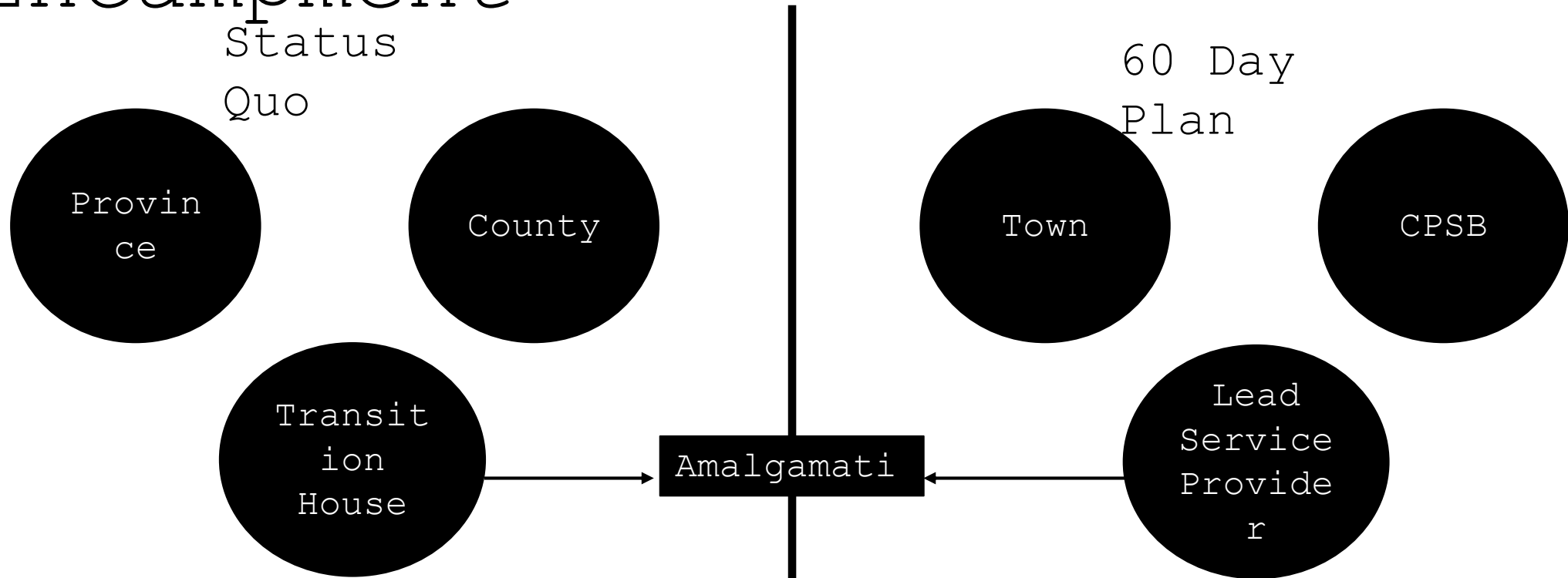
- Brookside Negotiations – Eviction or Status Quo
- 310 Division Opening
- Winter is coming!

**The Status Quo is Not  
Acceptable!  
60 Days To Come Up With  
A Plan!**

# Official Response to Encampment



# Provider Response to Encampment



- Tumultuous 6 Year History
- Public Confidence
- Data and Reporting
- LBS Management
- Accountability

- Successful Track Record
- Coordination Capacity
- Comprehensive Response
- Leverage Resources

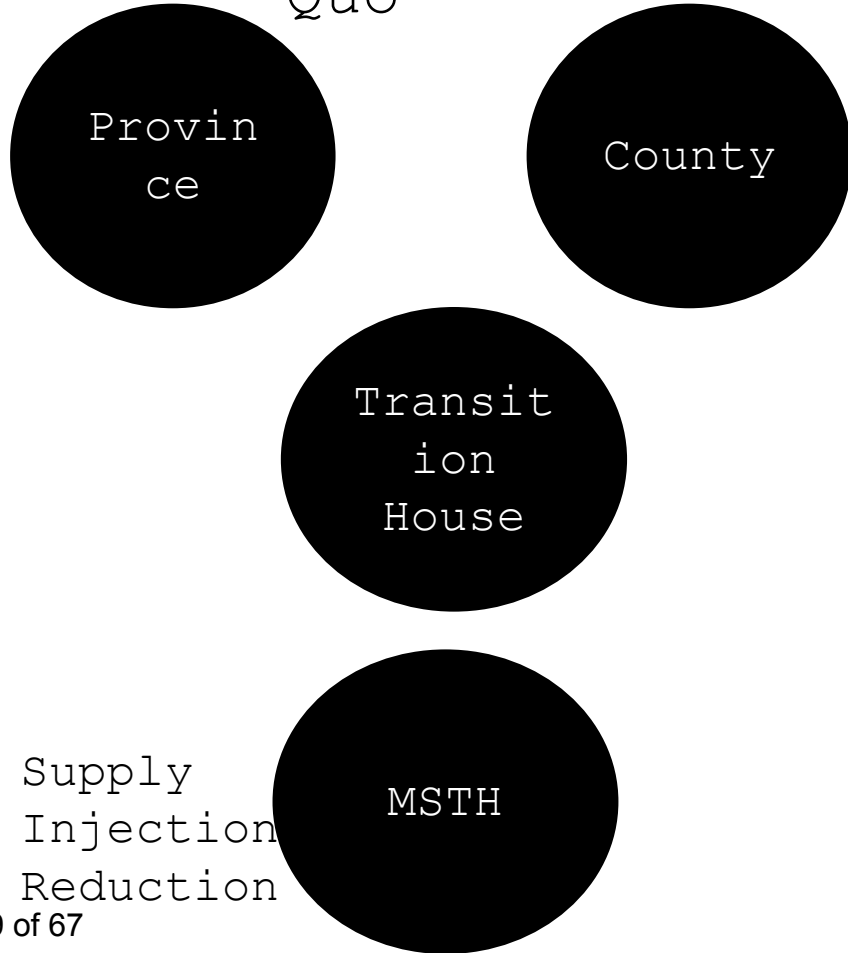
# Emergency Housing Capacity

- 37 Beds – 10 Chapel
- 45 Beds – 310 Division Opening
- 19 Beds – Cornerstone
- 101 Beds During Transition to 310 Division

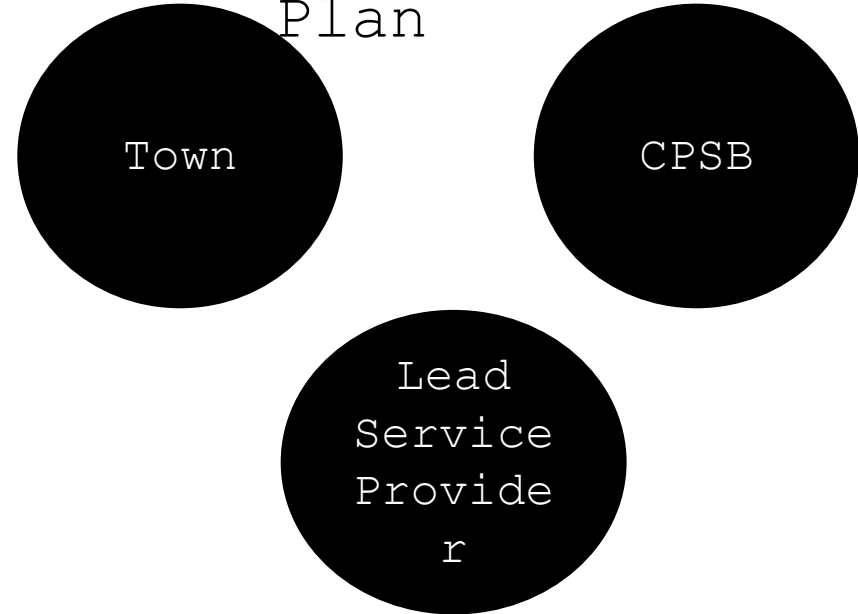
**Community Based Diversion Strategy  
For  
Non-Complex Cases (Affordability,  
Availability).**

# Advocacy Response to Encampment

Status Quo



60 Day Plan



- Safe Supply
- Safe Injection
- Harm Reduction

## KEY STATEMENTS - 2024

[www.momsstoptheharm.com](http://www.momsstoptheharm.com)

- MSTH believes that prohibition is the primary driver for volatility of the unregulated drug supply. We advocate for a regulated safe supply for all people who use drugs.
- MSTH does not believe that involuntary (forced) substance use treatment is "compassionate", but can cause serious harm and even death.
- MSTH supports both medicalized and non-medicalized models of safer supply among the tools to stop the deaths caused by the unregulated, toxic drug supply.
- MSTH believes that people who use drugs are experts in their own lives, and it is up to them to define what recovery means to them.
- MSTH honors and affirms the voices of people who use(d) drugs as experts. We have a duty to make sure that they are meaningfully represented at decision making "tables".

# The Town of Cobourg Supports MSTH?

*43 municipalities have passed the full MSTH resolution (As of November 9, 2021)*

- **Newfoundland:**

- Daniel's Harbour
- Ferryland

- **Quebec:**

- Colombier
- Saint-Valérien
- Saint-Joseph-de-Coleraine
- Sainte-Émélle-de-l'Énergie
- Saint-André-D'Argenteuil
- Saint-Francois-Xavier-De-Viger

- **Ontario:**

- Halton Hills
- Cobourg
- Thessalon
- Killaloe, Hagarty and Richards
- Brantford
- Mallorytown
- Elizabethtown-Kitley

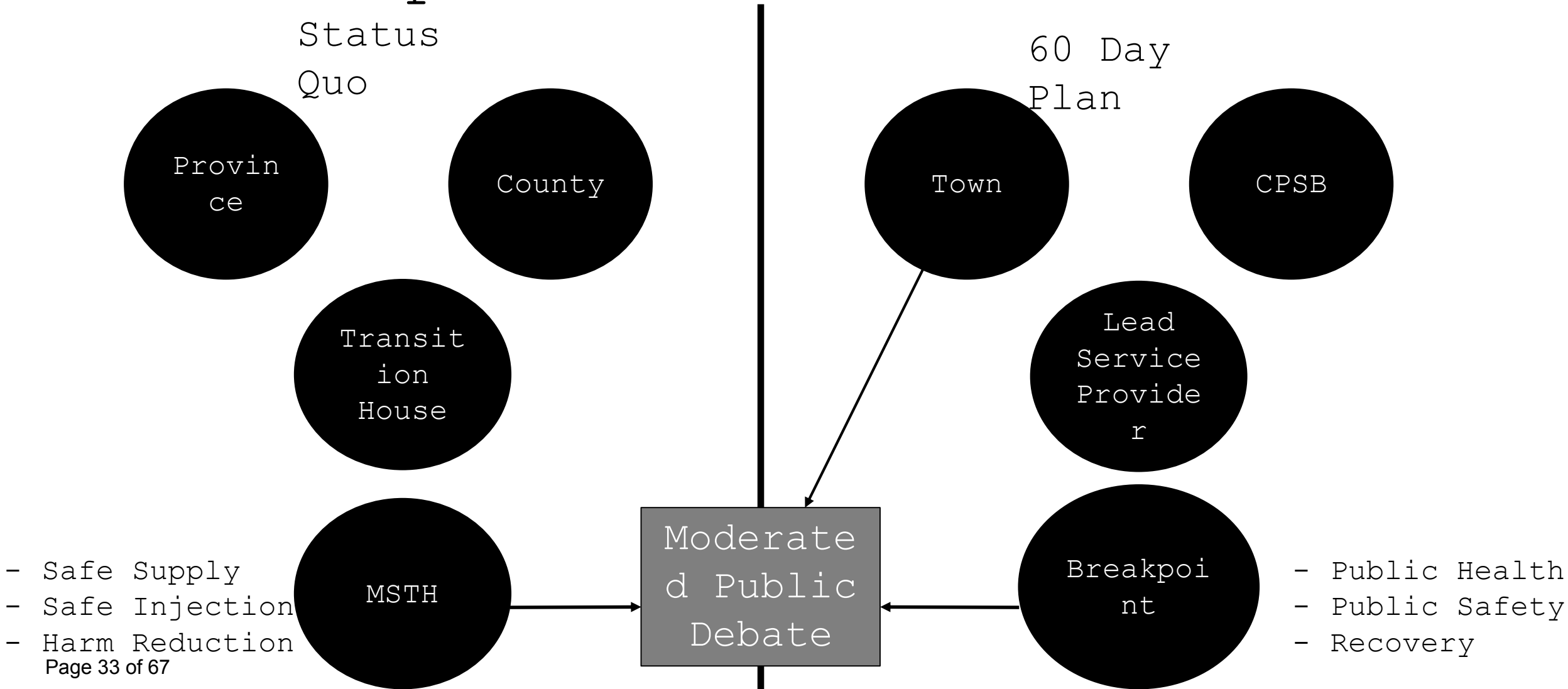
[breakpointcommunities.ca](http://breakpointcommunities.ca)



Communities Association



# Advocacy Response to Encampment



# Summary of Town Actions

- Enact a "Tents and Encampment By-law" to prohibit the formation of encampments on public property and private property without a license (Zoning by-law)
- Repeal automatic authority to County CAO to use Town assets for emergency encampments
- Review ECE By-law regarding overlap during 310 Division Transition and potential provider amalgamation
- Repeal Town support of MSTH resolution
- Enact a "Community Organizations and Advocacy Registry" for management and public scrutiny
- Nominate a councilor as Town Liaison and spokesperson on Encampment issues
- Launch public engagement campaign with updates, polling, and public debates
- Page 34 of 67 Nominate CLC members that will hold stakeholders accountable

# Summary of Community Strategy

- Engage Church-based organizations to provide resources
- Engage private sector organizations to provide support/expertise
- Engage business groups to assist in implementing solutions
- Designate a Lead Service Provider to coordinate efforts
- Develop a Cobourg Community Action Plan and implement
- Coordinate lobbying campaign for County and Province

## As a resident of Cobourg...

- Engage - decide to take back our community
- Organize - get involved with groups in areas you think you can help
- Action - coordinate your personal efforts as part of our community effort

Thank  
you!



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

## Delegation Request Form

Submit the completed Delegation Request Form to the Municipal Clerk by e-mail to [clerk@cobourg.ca](mailto:clerk@cobourg.ca) or in person or by mail to 55 King Street West, Cobourg, ON K9A 2M2.

Contact Information
Name of Delegate(s): Wally Keeler
Group/Organization/Business Delegation Represents (if applicable): POETCHRY

Meeting Selection
I wish to appear before:
<input type="checkbox"/> Strategic Priorities and Policy Standing Committee
<input type="checkbox"/> Corporate, Finance and Legislative Standing Committee
<input type="checkbox"/> Public Works Planning and Development Standing Committee
<input checked="" type="checkbox"/> Community Services, Protection, and Economic Development Standing Committee
<input type="checkbox"/> Regular Council
<input type="checkbox"/> Accessibility Advisory Committee
<input type="checkbox"/> Cobourg Public Library Board
<input type="checkbox"/> Cobourg Heritage Advisory Committee
<input type="checkbox"/> Cobourg Police Services Board

**TOWN OF COBOURG** | VICTORIA HALL, 55 KING STREET WEST, COBOURG, ON K9A 2M2  
T.905.372.4301 | F.905.584.4325 | [www.cobourg.ca](http://www.cobourg.ca)

**Delegation Request**

General Nature / Purpose of the Delegation:

(Clearly state the nature of the business to be discussed and provide a general summary of the information to be presented)

POETCHRY proposes to etch poetry onto picnic table tops. Laser etched. Propose to etch local regional poets, Canon Poets (Lampman, Moodie, Keats, Shelley, etc) and a living Canadian poet (Stuart Ross, Jim Clarke)

**Recommendation to Council / Committee / Board**

(Indicate the action you would like the Town to take with respect to the above-noted subject matter)

To provide a brand new picnic table to Woodsworth Workshop. POETCHRY will remove the table top boards one by one, plane them, etch them, attach & deliver where requested.

**Have you appeared before the Council / Committee / Board in the past to discuss this issue?**

Yes  No

**Presentation Material**

Will you have an oral or written presentation?  Oral  Written

Will you have a visual presentation? (ie. PPT, pictures, etc.)  Yes  No

Delegates are required to provide any supporting materials for a Council Meeting to the Clerk by noon on Monday nine (9) days prior to the meeting to be included on the Meeting Agenda for circulation. Supporting materials for an Advisory Committee or Board are required to be submitted by noon five (5) days prior to the meeting to be included on the Meeting Agenda.

# POETCHRY

## PICNIC ON A BARD TABLE

### Mission statement

POETCHRY is a non-profit organization dedicated to utilizing laser technology to etch the poetic arts onto assorted surfaces in the public domain. This includes municipal picnic tables and benches that grace our parks.

For too long, poetry has languished lonely and neglected on library bookshelves, while biographies, mysteries, history, how-to books get all the attention. POETCHRY places poetry into the open public domain.

The performative arts have stages and studios, concert halls and stadiums to entertain and culturally enrich wide swaths of people, whereas poetry has poetry readings where poets read their poems, mostly to other poets. The impact of poetry on the public is sadly minimal.

POETCHRY will provide a unique venue for poetry in the public domain, to bring elevated language to our public parks where people play, eat, and relax. Our parks can be a home for eloquence and imagination. Picnic tables that can inspire. Benches that become departure lounges to the Imagine Nation. Made of boards and bards. Picnic tables made of Bard Board. Picnic tables made of bardwood, lovingly etched at Woodsworth Wordshop.

Cobourg will be the first community in the world to implement such a project. Cobourg can be a showcase for English literature, from the Canon Poets of the UK, USA and Canada, to living accomplished Canadian poets and municipal poets laureate from all across Canada.

Cobourg can set a precedent, not just locally, but nationally, as more and more picnic tables bearing eloquence and imagination are distributed throughout the Town parks. In a few short years, Cobourg can earn the slogan; **COBOURG: Canada's Poemtown**. This is the Town where Canadian poets will want to have a picnic table of their own, bring their family and friends.

The vanity of poets and poeticians will always drive them towards a photo op. At each unveiling, the table will be tipped onto its end for the poet to stand beside and point out



their poem. (POETCHRY will also photo-document each poem). The poets will certainly share this image on their social media to their followers. Students of literature at York U, or UofT, or Trent U or Queens U, can easily spend a day exploring our parks for poetry-laden picnic tables. Highly literate tourists.

Just as Stratford is renown for its Shakespeare Festival, and Niagara-on-the-Lake for its Shaw Festival, as both are unique and distinctive, Cobourg has the opportunity to present Poetry In Public Parks as both unique and distinctive, becoming a true Poemtown for Canadian poets and the eloquence of elevated language.

### **Picnic Table Anthology**

POETCHRY will publish the Picnic Table Anthology (PTA) twice a year. (The font size must be no less than 14pt) POETCHRY will make a call for submissions of poems from the local regional community and from across Canada. These tables will be unveiled on the last Sunday of April, Poetry Month and in the fall to coincide with the biannual extravastanza poetry show, Words On a Wire, part of the Northumberland Festival of the Arts.

### **Picnic Table Anthology for Northumberland Students**

POETCHRY will offer one picnic table per year for all the secondary school students in Northumberland County. The call for submissions of poems will go out to all the secondary school students in Northumberland County. The teachers will vet the poems. Chose the best poem to be etched onto the centre board of the picnic table.

POETCHRY will unveil these picnic tables at various schools throughout Northumberland County on a rotating basis. The Board of Education of each school must provide the picnic table. POETCHRY will etch it and deliver it to the chosen school for an unveiling ceremony. Lots of photo ops for social media by the student poets and friends standing by the table pointing to their poem. The picnic table can reside in the cafeteria or library or yard.

### **The Canon Poets Series**

POETCHRY will devote two picnic tables per year to a canon poet, British, American and Canadian. Examples will include: Bliss Carmen, Samuel Coleridge, Archibald Lampman, Walt Whitman, Keats, Shelly, Wordsworth, Emily Dickenson, Susanna Moodie, Elizabeth Barrett Browning, Blake, Rabbie Burns, etc.

POETCHRY will solicit the participation of the English departments of St Mary's Secondary School and Cobourg Collegiate Institute in the selection of the poems to be etched onto these picnic tables.

For example, POETCHRY decides to make a table dedicated to Archibald Lampman, known as a Confederation Poet. The volunteer students are requested to read Lampman and select 10 poems and 10 quotes to be etched onto the picnic table. This is a project that will engage students in the art of poetry, to familiarize themselves with Canadian poetry, and by extension, familiarizing the general public with Canadian poetry.

POETCHRY will assign one canon poet to one secondary school, and another canon poet to the other secondary school. One picnic table will be unveiled on the last Sunday in April, Poetry Month; the other will be unveiled in the fall to coincide with the biannual extravastanza poetry show, Words On a Wire, part of the Northumberland Festival of the Arts.

The two Canadian canon poets POETCHRY has chosen for its first year of production will be Archibald Lampman and Susanna Moodie. Both poets have residential connections to Cobourg.

### **Living Canadian Poet Series**

POETCHRY will devote two picnic tables per year to an accomplished Canadian living poet. One table will be unveiled on the last Sunday in April, Poetry Month; the other will be unveiled in the fall and to coincide with the biannual extravastanza poetry show, 'Words On a Wire', part of the Northumberland Festival of the Arts.

The selected poets in this category will design their own table; each poet will be informed of all the capabilities of the laser etcher. It can burn poems, concrete poetry, line drawings, photographs, QR Codes, anything two-dimensional. POETCHRY will work closely with the poet to assist their vision.

POETCHRY will organize each unveiling event (spring / fall). Cobourg Poet Laureate Emeritus, Ted Amsden, will officiate the events. The presence of the Town Crier and other Town officials will be requested. The unveiling will happen in front of Victoria Hall, next to the Town Crier pillar. POETCHRY will deliver the picnic table to Victoria Hall and, later the same day, deliver it to its destination site.

POETCHRY will arrange for a lunch/dinner for the poet. The poet will be invited to speak and read a poem. POETCHRY will pay the transportation expenses of each poet – there will be a fund raising event each year; eventually POETCHRY will apply for grants from art agencies for this expense, private corporate sponsorship, Go Fund Me sites.

POETCHRY recommends that the Cobourg resident and award-winning poet, Stuart Ross; former Cobourg resident and recipient of the Governor-General's Award for Excellence in Poetry, Richard Greene, and former Cobourg Town Councillor, former Ontario Superior Court Judge, James Clarke be invited to participate in the first Living Canadian Poets of this venture.

## **Annual Projects**

1. Picnic Table Anthology, spring and fall
2. Picnic table bearing a 'Canon Poet', spring and fall
3. Picnic table bearing a living Canadian poet, spring and fall.
4. Possible one-offs

## **The Bard Table**

POETCHRY will request the poeticipation of secondary students in the production of a picnic table devoted exclusively to William Shakespeare, aka The Bard, the Poetriarch of an Elizabethan Rhyme Family. POETCHRY will laser etch 14 Shakespearean sonnets, and 14 Shakespearean quotes onto a single picnic tabletop. This picnic table will be unveiled on the last Sunday of April, Poetry Month.

POETCHRY will request students to select 14 favourite sonnets and 14 favourite Shakespearean quotes; if one student has less than 14, send them anyway because POETCHRY will select the sonnets that are most popular.

## **Mind Your Ps & Qs**

Once in a while, POETCHRY, will call for poeticipation in a picnic table dedicated to inspirational **Poet Q**uotes. This might be good as a student project. The Poet Quote must be no longer than 50 words. This can be expressed in themes. One table devoted to quotes from British canon poets; one for USAmerican canon poets; one for Canadian canon poets; one for Canadian living poets; one with quotes from all poets, all poet quotes concerning community, or concerning water/lake, etc.

## **Singular Projects**

Singular projects deserving of an unveiling event. This can be pursued after 4-5 years of installations, after the project earns articles in the literary press, sufficient to be worthy.

1. The Parliamentary Poet Laureate is appointed every two years. POETCHRY will offer one table to publish their poems. Note: the first PTA 2022 contained a poem from the Parliamentary Poet Laureate of the time.
2. Ontario Poet Laureate is chosen every two years. POETCHRY will offer as above.
3. Governor-General's Award for Excellence in Poetry is awarded once a year.
4. The Giller Prize for Excellence in Poetry is awarded once a year.

POETCHRY could leave the door open for the option of producing tables for previous recipients of awards.

### **Cobourg Poets Laureate**

POETCHRY will dedicate one table to the poetry of each of Cobourg's Poets Laureate. Eric Winter; estate will select the poems to go on the table. Jill Battson, can be reached via Stuart Ross. Ted Amsden and Jessica Outram are available to be involved in the selection of their own poems.

Cobourg Poet Laureate Emeritus, Ted Amsden, will make a call for submissions from all provincial poets laureate and municipal poets laureate across Canada for a single table or tables.

### **Publicity**

When enough picnic tables bearing poetry have been accumulated, approximately 18-20, stand them upright on the beach early in the morning of April, Poetry Month. Stand the tables in a manner that simulates Stonehenge. Publicize it as **Poemhenge!** Invite the cultural community to walk around it and make selfies. Invite the media, and drone videos.

### **Outside Cobourg**

POETCHRY intends in subsequent years to deliver picnic tables in all the communities of Northumberland. This can only be carried out when POETCHRY knows who supplies picnic tables to the communities of: Bewdley, Hastings, Wicklow, Roseneath, Campbellford, Colborne, Brighton?

Where/who would the Wicklow Public Library request a picnic table? Where/who would the Colborne Art Gallery request a picnic table? Questions. Questions.



## Cobourg Police Services Board

739 D'Arcy Street  
Cobourg, Ontario K9A 0G1  
Tel: 905-372-1971

---

Cobourg Council  
Town of Cobourg  
55 King Street West  
Cobourg, ON K9A 2M2

Dear Mayor Lucas Cleveland and members of the Cobourg Council,

Attached, please find a report from Cobourg Police Service's Chief of Police Paul VandeGraaf on the cost of policing the Brookside Encampment to date.

Respectfully,  
Sarah Giddings  
Executive Assistant  
Cobourg Police Services Board

On behalf of:

A handwritten signature in black ink, appearing to read "Ron Kerr".

Ron Kerr, Chair  
Cobourg Police Services Board



# COBOURG POLICE SERVICE

---

## BOARD REPORT

<b>Report to:</b>	<b>Cobourg Police Services Board (CPSB)</b>	
<b>Submitted by:</b>	Chief Paul VandeGraaf	<b>Meeting Type:</b> Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
<b>Meeting Date:</b>	<b>July 16, 2024</b>	
<b>Report Type:</b>	Information Only Report <input checked="" type="checkbox"/> Action Required Report <input type="checkbox"/>	
<b>Previous Related Reports:</b>		
<b>Subject/Title:</b>	<b>Encampment – Staffing Costs</b>	

Click or tap to enter a subject

### RECOMMENDED MOTION:

THAT the Board receive the following report for informational purposes.

### BACKGROUND

Since the summer of 2023, the Town of Cobourg has managed the impact of established encampments in three distinct locations. These are West Beach, County property on William Street and currently the large encampment located at the former Brookside Youth Detention Facility. This does not include the many different smaller and more mobile locations that seem to come and go. Regardless of who the actual property owner is, there is a measurable impact on police services. This has been previously reported to the Board in a variety of manners, most substantially in November 2023.

Cobourg Police Service (CPS) members most often are the first point of emergency contact and a critical avenue for support for those experiencing homelessness and/or addiction. CPS prioritizes community safety and well-being concerns by collaborating with partner agencies who operate in social service fields, such as mental health, community outreach, and other emergency services. Presently, CPS contributes significant police resources towards a shared response and the demands for services have increased in recent months.

Where those previous reports focused on the type and nature of the calls for service, they did not attempt to assign a dollar cost to the efforts of the police. Recognizing that any attempt to put any exact dollar figure to this is impossible, this report will provide a very conservative cost estimate.

There are essential facts to recognize when reviewing this report. First, there are calls in other areas of the community that may be related to the encampment that would not come up in our search. Second and key is this analysis measured the time on the call at or directly next to an encampment. This does not universally track the amount of time that is spent in the administrative resolutions of the matter. In other words, how much time did it take the officer to process the required records management functions? Based on the call type, these police interactions could include follow up interviews, community canvassing, follow ups to gather and analyze CCTV footage, victim assistance and a host of others. Beyond the immediate police officer time, there is significant time spent by our staff including our crime analyst, court administration staff and other essential support roles. Those costs are not factored in this report.

What this report tracked was the actual time on the call in a few four different sub-categories.

- Community Originated. These are the calls made by someone in the community to attend the encampment for some reason.
- Patrol. These are calls designed to increase presence in the actual encampment to assist other agencies or independent patrol.
- Community Services. These are calls where we assist other agencies (until recently), HAPR and/or MHeart, etc.
- Officer Generated. This is the officer is initiating some police action.

The calls are then separated into the actual year that was impacted. Again, it is important to note that the time span is actually not that long. The first encampment on west beach came to be in August 2023. It only lasted for a few weeks, and then moved to the County property. It was there for about a couple of weeks before establishing at Brookside on September 07<sup>th</sup>, 2023. The number of calls are expected to increase substantively effective June 2024 as now police are being asked to attend the encampment to support County Social Services, EMS and Cobourg Fire save and except any emergency call for service. What this means that anytime they must enter the encampment, police are being asked to accompany staff to ensure safety of persons.

Within this data analysis there was one outlier that was removed from the statistics. This is the attempt murder investigation at the west beach encampment in August 2023. Adding the huge amount of time spent bringing this matter before the courts would be unfair reporting. This is a major case and had 100s of hours expended in the investigation and case preparation.

To be clear, the reporting of this matter is to highlight the impact this had had on overall police services to the entire community. Each of these calls were valid and required some form of police intervention. This was done in most instances with budgeted staff dollars. There are separate reports filed with the Board that outline extra costs associated to our dynamic patrol initiatives. When this amount of time is spent on a very small segment of the community, there are other areas that become underrepresented. This never means that our emergency response to any priority call for service has been compromised. Our front-line team continue to provide exceptional services in time of highest need everywhere in the Town of Cobourg. Our staff continue to provide exceptional service in criminal investigations from the staff in the investigative unit. Finally, our community engagement and crime prevention continue along through our tiered police response. But recognizing the demand, we are missing an opportunity to creatively address other proactive opportunities including enhanced road safety initiatives, school resource officers or other proactive initiatives across the community.



## Report

In 2023, commencing in August, here is the breakdown of hours:

- Community Originated - 504 hours
- Patrol – 569 hours
- Community Services – 50 hours
- Officer Generated – 57 hours

The total for 2023 is 1186 hours. Applying an average first-class Constable pay of \$51.36 per hour the cost is \$60,912.96 before benefits and pensions.

From January until June 2024, the following is the breakdown:

- Community Originated - 559 hours
- Patrol – 807 hours
- Community Services – 97 hours
- Officer Generated – 107 hours

The total for 2024 is 1570 hours. Applying an average first-class Constable pay of \$51.88 per hour the cost is \$81,451.60 before benefits and pensions.

Again, this is time spent on calls and does not include those other considerations previously identified. Although not a perfect assumption, we can safely assume that the average additional time required to fully complete a call for service would double that time. In the case of someone being arrested and held for a show cause hearing, there could be several hours of follow-up required to prepare the necessary court documents. Other calls are complete when the officer leaves the event. Not trying to put a figure on that for this purpose, but rather reiterating the point that the figures are a starting point.

When we speak about available officer deployment, the matter must be examined differently. Staffing is a finite number recognizing the collective bargaining conditions of employment. When we examine the average officer on platoon, they work a 12-hour compressed work schedule. If we take the average number for annual leave allotment of 4 weeks, add the other provisions of statutory days, “float” time for working the

compressed schedule and training days for mandatory training, an officer on platoon is available 1618 hours of the 2080 hour work year. Recognizing we are only at the mid point of the year, the time spent at the encampment is already almost equal to one full time equivalent officer and rising.

The growing encampment, the increase in associated police related expectations, the pull of resources from other strategic initiatives impacts our overall service efficacy. The funding issue is only one view of this issue. Our strategic plan was developed in conjunction with our community. The goals established in that document are all designed to deliver community safety for Cobourg in a variety of ways. As stated, the resources, sworn and civilian, are finite. Addressing the issues identified in our dynamic patrol are met through a combination of regular time and overtime. Expending the equivalent resources of one full time officer on encampment related calls for service does have an impact on our commitment to deliver on the goals of our Strategic Plan.

The CPS will continue to collaborate with community agencies to ensure they are providing the required resources for those experiencing homelessness, addictions and mental health challenges. Our members continue to proactively address the root issues of crime. Our members react accordingly in times of emergency ensuring the safety and security of all citizens. The future will continue to see this wholesome response to community safety throughout Cobourg.



## STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG

# Community Services, Protection, and Economic Development Standing Committee

---

Report to: Mayor, Deputy Mayor, and Councillors  
From: Brian Geerts; Director, Community Services  
Standing Committee Date: September 4, 2024  
Report Number: COMM-2024-017  
Council Meeting Date: September 25, 2024  
Subject: **Community Groups: Memorandum of Understanding Update**

*If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@cobourg.ca](mailto:accessibility@cobourg.ca) or at 905-372-4301*

---

### 1. Recommendation:

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval:

NOW THEREFORE BE IT RESOLVED THAT Council receive this report for information purposes.

### 2. Executive Summary:

During the budget process for fiscal year 2024, Council recognized that grants to community groups are more effective when used for occasional or time-bound projects, events, and purposes. Long-standing grants were to transition to standing budget lines in the 2025 budget year. As directed by Council, staff will enter long-standing budget amounts in appropriate budget sections and continue to negotiate and approve MOUs that accurately document the purposes of line-item amounts and other shared services.

### 3. Background

Council passed the following resolution at the April 24, 2024 meeting:

**“Report No. LS-2024-011 from the Grant and Policy Writer regarding Municipal Community Grants**

WHEREAS at the Strategic Priorities and Policy Standing Committee meeting on April 2, 2024, the Committee considered Report No. LS- 2024-011 from the Grant and Policy Writer regarding Municipal Community Grants.

NOW THEREFORE BE IT RESOLVED THAT Council receive the staff report for information purposes; and

FURTHER THAT Council approve \$33,025 in cash and in-kind grants per the Council breakdown from January 2024 budget deliberations; and

FURTHER THAT Council authorize staff to enter Memorandum of Understandings (MOU’s) with long-term cash and in-kind grant recipients per the organizations mentioned in Report No. LS-2024-011, effective January 1, 2025; and

FURTHER THAT Council direct staff to develop a Concert Hall Room Allocation policy; and

FURTHER THAT Council direct staff to develop a draft Community Grant Program for 2025 that would identify a decision-making protocol for a Task Force to be appointed by Council.”

### 4. Discussion:

Staff are developing the MOUs as directed in the resolution quoted above in Section 3 of this report. An example MOU for the Ecology Garden is attached for information purposes. Staff anticipate completion of all related MOUs by year-end. Each MOU will be customized and reflect the historical use and relationship between the Town and the organizations related to their grant funding amount.

MOUs will be developed for long-term in-kind and long-term cash recipients as per past grant processes. The list of long-term grant recipients are as follows:

- Cobourg and District Historical Society
- Cobourg Ecology Garden
- Cobourg Lawn Bowling Club
- Victoria Hall Volunteers

- Victorian Operetta Society
- Cobourg Museum Foundation – Property Taxes

The Ecology Garden MOU is complete and is attached as an example. The Community Services division partners with many community organizations and effectively uses MOUs already in other areas such as the dog park (CADD OG; Cobourg and District Dog Owners Group). Staff are confident that the new service delivery model will provide a sustained and effective service delivery model to the public.

Staff will continue the development of MOUs and report back to Council when the work specified by the resolution in Section 3 is complete.

## 5. Financial Impact and Budget

For the reader’s benefit, the full financial impact of Community Grants was very clearly outlined in the following report and continues to be available here: [Municipal Community Grants \(escribemeetings.com\)](https://www.escribemeetings.com)

The long-term grant recipient requests totaled \$20,791.65 during the 2024 budget process. Some of the long-term grant amounts vary from year-to-year based on their purpose, such as tax payments.

As part of the 2025 process, updated amounts will be calculated and identified as line items in the 2025 budget with yearly Council approval. This process will continue the transparency of the financial transfers through the annual budget public consultation and reporting processes.

## 6. Relationship to Council’s Strategic Plan Priorities 2023 to 2027 and beyond:

### Thriving Community

Maintain resiliency through investments in people and resources in collaboration with other agencies.

### Service Excellence

Assess points of contact with customers to identify ways to stream-line communications, increase stakeholder engagement, demonstrate user-friendliness and provide optimal service.

### Sustainability

Take a community approach to making the future of Cobourg equitable, resilient, and sustainable.

**7. Public Engagement:**

This report was published as part of the Committee and Council report process.

**8. Attachments:**

Cobourg Ecology Garden MOU – new 2024.

**Report Approval Details**

Document Title:	Ecology Garden MOU.docx
Attachments:	- CEG MOU Final 2024-2034.pdf
Final Approval Date:	Aug 27, 2024

This report and all of its attachments were approved and signed as outlined below:

**Tracey Vaughan, Chief Administrative Officer - Aug 27, 2024 - 11:03 AM**

## MEMORANDUM OF UNDERSTANDING

MADE this 26th day of September 2024 BETWEEN:

THE CORPORATION OF THE TOWN OF COBOURG  
Hereinafter called the “Town”  
OF THE FIRST PART

- and –

THE COBOURG ECOLOGY GARDENERS  
Hereinafter called the “Gardeners”  
OF THE SECOND PART

WHEREAS the Cobourg Ecology Garden (CEG) is a Town Nature Park located at 107 Hibernia St, Cobourg;

AND WHEREAS the volunteer-based Cobourg Ecology Gardeners, a Community Group, have been maintaining and enhancing the CEG since its inception in 1996;

AND WHEREAS the parties hereto believe it is expedient and appropriate to clearly set out the nature of the relationship between the Town and the Gardeners;

NOW THEREFORE the parties hereby agree to and acknowledge the provisions set out in this Memorandum of Understanding, as follows:

### 1) PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING

- a) The purpose of this Memorandum of Understanding (MOU) is to:
  - Define “who does what” and responsibilities with respect to the CEG;
  - Establish a communications framework to facilitate an effective working relationship between the Town and the Gardeners; and
  - Establish protocols with regard to various issues and requirements that arise from time to time in respect to the CEG.
- b) The parties acknowledge that the provisions of this MOU may not necessarily be comprehensive, and circumstances may arise for either party outside the provisions of this MOU. When such circumstances arise, the parties shall communicate directly with each in order to devise an appropriate response.
- c) The Gardeners hereby acknowledge that, except for the ownership of the area identified in point 1(d), the CEG is under the full ownership, management and control of the Town, and that the Town assumes full responsibility for the provision

of and management of the CEG, notwithstanding the provisions of this Memorandum of Understanding.

- d) The Town acknowledges that the CEG also has a separate working relationship with neighbouring Legion Village property and recognizes this as a separate relationship and service. Should any change in this separate relationship happen in the future, the Town may work with the Gardeners to make the CEG self-contained on Town property should it be required.

## **2) TERM**

- a) This MOU commences on the date of signature by the parties, for a term of 10 years with an optional 10 year extension and shall be reviewed on an “as-needed” basis should specific issues arise.
- b) Should the Gardeners’ membership fall below six and attempts to recruit additional members over a one-year time span are not successful, this MOU shall be reviewed with the remaining members to turn full responsibility for the Ecology Garden over to the Town or develop a mutually agreed upon plan that supports the continued operation of the Ecology Garden.

## **3) ORGANIZATIONAL**

- a) The Chair of the Gardeners shall be the principal contact for the Town. However, the Chair of the Gardeners may designate any other member of the Gardeners to be the primary point of contact for the Town with respect to any specific issue that may arise from time to time.
- b) The Manager of the Parks Department shall be the principal contact for day-to-day general operations and maintenance of the CEG. However, the Town or the Parks Manager may designate any other employee of the Town to be the primary point of contact for the Town with respect to any specific issue that may arise from time to time.
- c) The Director of Community Services shall be the principal contact for policy or significant operations or maintenance issues regarding the CEG. However, the Town or the Parks Manager may designate any other employee of the Town to be the primary point of contact for the Town with respect to any specific issue that may arise from time to time.
- d) Should the Gardeners observe any bylaw infractions, they shall be reported to the Town’s bylaw contact as updated from time-to-time. Patterns of disruptive



behaviour or patterns of bylaw infractions shall be reported to the Manager of Parks along with any other operational updates.

- e) Notwithstanding the foregoing, if the Gardeners become aware of any criminal or possible criminal activity at the CEG, any member of the Gardeners shall directly contact the Cobourg Police Service.

#### **4) COMMUNICATION**

- a) Both parties to this MOU shall provide to the other the current contact information for all positions identified relevant to fulfilling this Memorandum, updated annually and as staff and Officers of the Cobourg Ecology Gardeners change.
- b) The preferred means for business communications between the Town's representatives and the Gardeners' is via email message. Day-to-day communications may be via email messages, text messages, telephone or in-person conversations, or in-person or online meetings.

#### **5) IMPROVEMENTS TO THE CEG**

- a) The Town shall be chiefly responsible for the planning, undertaking and financing of all capital and capital maintenance improvements at the CEG.
- b) Where the Town is contemplating undertaking any capital or capital maintenance improvements to the CEG, it shall so notify the Gardeners.
- c) The Gardeners are expected to initiate the planning for and facilitate the acquisition and installation of minor improvements to the CEG, such as extension of pathways, provided that the Gardeners first obtain the approval of the Town representative and proceed in accordance with all instructions given by the Town.
- d) The Town and the Gardeners may agree to partner in the financing of any improvements to the CEG and either party, at its discretion, may approach the other party with a proposal to finance an improvement jointly.
- e) The Gardeners may advise the Town of capital or capital maintenance improvements required at the CEG from time to time, and the Town shall undertake such improvement works as it deems necessary at its sole discretion. Where the Town elects not to undertake capital or capital maintenance improvements related to issues raised by the Gardeners, the Gardeners may, at their own expense, use their own membership or engage external parties to carry out the related works subject to Town approval. Should the CEG employ contractors or other agencies the Gardeners shall follow sufficient risk management processes as outlined by the Town representative. ??

- f) The Town will dedicate an operating line in the Parks budget to fund operating expenses of the garden. The CEG will submit their budget request to the Director of Community Services by September 1 each year for the following fiscal year (calendar) including notes about the purpose of the funds.

## **6) LOCAL ECOLOGY**

- a) The Town recognizes that the Ecology Garden is located within a Town Nature Park and is at an important migratory and habitat location in the Town. These important considerations will be factored into operational and capital improvement plans.

## **7) OPERATIONS AND MAINTENANCE OF THE CEG**

- a) The Town shall be chiefly responsible for overall operation and maintenance of the CEG, including but not limited to:
- Removal of bagged garden waste, bundled brush/branches, and waste from waste receptacle(s);
  - Integrity of fencing and arbors and any structures located in the CEG;
  - The Town shall be responsible for any significant repairs to sheds, arbors, and other structures;
  - Regulatory or interpretive signage installed by the Town;
  - Removal of graffiti.
  - Periodic supply and distribution of limestone screening and tamping as needed.
  - Tree pruning and removal, only as deemed necessary by Town staff;
  - Removal of highly invasive species and noxious weeds only as deemed necessary by Town staff;
  - Grass cutting;
  - Waste receptacles as needed, typically not less than 2;
  - Five picnic tables, one of which is an “accessible table”;
  - Supply of wood chips; and
  - Maintaining a water supply and water line to the garden, including seasonal turning on and off the water supply.
- b) The Gardeners shall be chiefly responsible for day-to-day maintenance and enhancement of the CEG and established gardens, including but not limited to:
- Litter cleanup and bagging or bundling of garden debris;
  - Maintenance of existing garden beds and wooded areas, including weed control and replacement plantings;
  - Creation and maintenance of new garden beds;
  - Weeding of pathways;
  - Responsible use of the water supply ensuring no waste, spillage, or flooding;
  - Locks for each shed and the main water riser;
  - Garden tools and watering equipment;

- Consumable gardening supplies;
  - Plants, including flowers, shrubs and trees;
  - Pruning and replacement of shrubs, as necessary
  - Creation and maintenance of signage and interpretative materials installed by the Gardeners; and
  - Distribution of wood chips along pathways, excluding the accessible path.
- c) The Gardeners may advise the Town of maintenance issues requiring attention that arise from time to time in the CEG, and the Town shall undertake such maintenance activities as it deems necessary at its sole discretion. Where the Town elects not to undertake maintenance activities related to issues raised by the Gardeners, the Gardeners may use, at their own expense, their own membership or engage external parties to carry out the related works.

## **8) RISK MANAGEMENT**

- a) The Gardeners will always maintain adequate general and liability insurance of not less than \$5 million dollars, including the Town of Cobourg named as additional insured, and including any specific coverages as required by the Town representative updated from time to time. If the Gardeners have spaces or activities that cross onto adjoining property, they shall ensure adequate risk management practices and policies are in place subject to the requirements of that owner separate from this agreement.
- b) As the CEG remains fully Town property under the chief responsibility of the Town, all other relevant policies, bylaws, procedures, and rules shall continue to apply as amended from time-to-time.
- c) Special Events shall continue to be regulated by the Town’s Special Events Policy; permitting for the CEG shall be managed by the Town and the Town will inform the Gardeners of permits and consult them as a stakeholder.

## **d) PROMOTIONS, ADVERTISING AND EVENTS**

- a) The Town shall endorse the Gardeners as the community’s voice and representative in respect to the operation of the CEG.
- b) The Town, at its discretion, may use the existence of the CEG as a tool for the promotion of Cobourg from economic and quality of life perspectives through:
- The Town’s website and social media presence;
  - Promotional materials;
  - Visitor and tourism initiatives or
  - Other communication methods.
- c) The Gardeners, at their discretion, may promote the CEG to residents and visitors to Cobourg through such vehicles as:

- The Cobourg Ecology Garden website and social media presence;
- Printed materials produced by the Gardeners;
- Media interviews and articles or
- Other communication methods.

In witness whereof the parties have affixed their signatures duly authorized.

Director, Community Services      Name (Print) \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Officer of the Ecology Gardeners:      Name (Print) \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

## Schedule "A" – Location of the Cobourg Ecology Garden

**LEGEND:**

Blue Area with black outline: Cobourg Ecology Garden boundaries located at 107 Hibernia St, Cobourg.





## STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG

# Community Services, Protection, and Economic Development Standing Committee

---

Report to: Mayor, Deputy Mayor, and Councillors  
From: Brian Geerts; Director, Community Services  
Standing Committee Date: September 4, 2024  
Report Number: COMM-2024-018  
Council Meeting Date: September 25, 2024  
Subject: **Cobourg Yacht Club Lease Renewal**

*If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@cobourg.ca](mailto:accessibility@cobourg.ca) or at 905-372-4301*

---

### 1. Recommendation:

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council renew the Cobourg Yacht Club's land lease for another ten (10) year term; and

FURTHER THAT Council approves the update to the Lease Schedule A outlining the boundaries of the lands; and

FURTHER THAT Council commends the Cobourg Yacht Club on its continued success and its positive impact on Cobourg's economy and lifestyle; and

FURTHER THAT Council authorizes the Mayor and Clerk to execute an extension of the lease by drawing up a new Renewal Agreement with the same terms for a ten (10) year + ten (10) year extension term effective June 1, 2027 consistent with the past practice for this lease.

## **2. Executive Summary:**

The Cobourg Yacht Club provides activities and services that bolster Cobourg's identity as a waterfront town, and have been a driving force in the Town's conversion of the waterfront from industrial to recreational purposes. The Yacht Club wishes to reinvest in their facilities and requires long-term stability to apply for grants.

## **3. Background**

The Cobourg Yacht Club was incorporated on September 17, 1965 as a Not-for-Profit (143107) and has operated continuously in Cobourg since that time.

## **4. Discussion:**

Since 1984, the Yacht Club has constructed, operated, and maintained the main building, outbuildings, and storage area for the benefit of the residents of the area. They provide various sail training programs, annual and special events, social activities, all strengthening the cultural fabric of Cobourg as a vibrant waterfront community. Their efforts continue to be a significant force in maintaining Cobourg's identity as a vibrant waterfront community.

## **5. Financial Impact and Budget**

The Cobourg Yacht Club is an independent Not-for-Profit corporation. They do not receive any grants or financial assistance from the Town. Due to their lease length, they pay annual property taxes to the Town for the lands they use as the RT class as a Not-for-Profit sports club. The club operates and maintains the main building, outbuildings, and storage compound. They are in the process of designing and funding upgrades to ensure the facilities provide for future generations of local boaters and conform with updated legislation such as the Accessibility for Ontarians with Disabilities Act.

Extending the lease for another term provides the legal stability upon which the club can fundraise and reinvest in the programs and infrastructure that define Cobourg's waterfront.

## **6. Relationship to Council's Strategic Plan Priorities 2023 to 2027 and beyond:**

Thriving Community

Provide the physical infrastructure to support a healthy community that will enable each of us to flourish and reach our full potential.

Service Excellence

Make Cobourg more inclusive, equitable, and accessible.

Sustainability

Take a community approach to making the future of Cobourg equitable, resilient, and sustainable.

## 7. Public Engagement:

This report was published publicly as part of the Committee and Council reporting and engagement process.

## 8. Attachments:

Renewal Agreement 2008  
Updated Schedule A

### Report Approval Details

Document Title:	Yacht Club Lease Renewal.docx
Attachments:	- Schedule A to Lease Yacht Club.pdf - Renewal Agreement CYC 2008.pdf
Final Approval Date:	Aug 27, 2024

This report and all of its attachments were approved and signed as outlined below:

**Tracey Vaughan, Chief Administrative Officer - Aug 27, 2024 - 1:37 PM**



**RENEWAL AGREEMENT**

BETWEEN: **The Corporation of the Town of Cobourg (the "Town")**  
 Of the First Part

- and -

**The Cobourg Yacht Club ("CYC")**  
 Of the Second Part

WHEREAS the parties hereto entered into a lease dated June 1, 1987 in respect of the Cobourg Harbour Recreation Centre (the "Original Lease");

AND WHEREAS the said Original Lease has been renewed from time to time and the current term of the Original Lease expires May 31, 2012 in accordance with the original lease agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto covenant and agree as follows:

1. **Extension**

The parties hereto agree to extend the term of the Original Lease for a further term ending on May 31, 2027.

2. **Minimum Rental**

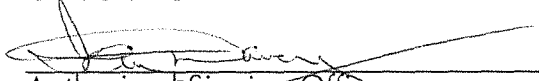
The minimum rental for the renewal term shall be the sum of Two (\$2.00) Dollars per year payable yearly in advance.

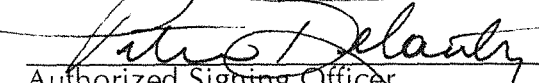
3. **Other Terms**

The Original Lease shall be renewed on the terms and conditions contained in the Original Lease, save and except for the term and save and except that there shall be no further right of renewal. All other terms and conditions in the Original Lease are hereby confirmed and ratified.

Dated the 31 day of MARCH, 2008.


**CORPORATION OF THE TOWN OF COBOURG**

  
Authorized Signing Officer

  
Authorized Signing Officer

**THE COBOURG YACHT CLUB**

  
Authorized Signing Officer

  
Authorized Signing Officer

THE CORPORATION OF THE TOWN OF COBOURG

BY-LAW NUMBER 017-2008

**A BY-LAW TO AUTHORIZE EXECUTION OF A LEASE RENEWAL WITH THE COBOURG YACHT CLUB.**

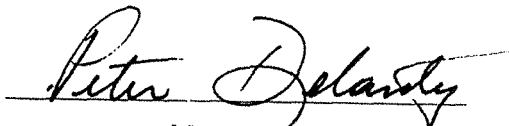
WHEREAS The Municipal Act, 2001, Section 8 provides in part that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

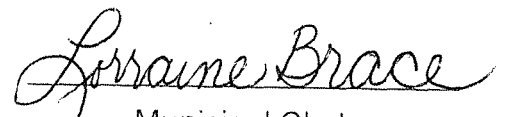
AND WHEREAS the Cobourg Municipal Council has expressed desire to renew a contractual lease agreement for the use of the Cobourg Harbour Recreation Centre, 103 Third Street, Cobourg with The Cobourg Yacht Club;

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 extension of a lease agreement with The Cobourg Yacht Club for property known as 103 Third Street, Cobourg to extend the term of the original lease for a further term ending May 31, 2027.

READ a first, second and third time and finally passed in Open Council this  
17<sup>th</sup> day of March , 2008.

  
Mayor

  
Municipal Clerk

**Schedule A - Subject Lands**

Land Lease to Cobourg Yacht Club from Town of Cobourg: 10,000 sq. feet main building + 17,000 sq. feet compound: 27,000 sq. feet total.

Legend: Black outline with transparent blue fill: Lands subject to long-term lease. All structures on subject lands maintained by CYC.

Drawing for illustrative purposes – if any discrepancy between this schedule and the compound the position of the compound fence rules.

