

	THE CORPORATION OF THE TOWN OF COBOURG
	COBOURG HERITAGE ADVISORY COMMITTEE
TO:	Brent Larmer, Municipal Clerk/Manager of Legislative Services
FROM:	Adriane Miller, Secretary
MEETING DATE:	Tuesday, December 7, 2021
SUBJECT:	Motion to Resolution Requesting a Subcommittee to Review By-Law No. 097-2009 – Heritage Designation By-law

The following Motion was adopted at the Tuesday, December 7, 2021 Cobourg Heritage Advisory Committee (CHC) Meeting:

Moved by Member Ken Bagshaw

WHEREAS:

- a) On November 30, 2009 the Council passed By-law No. 097 (herein called “By-law 097”) to replace and repeal the existing By-law No. 077-2006;
- b) By-law 097 was described as being a by-law to regulate the alteration of Designated Property and property located within the Town of Cobourg and was entitled “Heritage Permit By-law”;
- c) By-law 097 has stood without amendment since that time and it is now seen that By-law 097 requires a review and likely revision or repeal/replacement to ensure that the heritage permitting practices and procedures follow current best practices and that the relevant respective roles and responsibilities of the Planning and Development Department staff (herein called “Staff”) and of the Cobourg Heritage Committee (herein called the “CHC”) are properly described.

THEREFORE, BE IT RESOLVED THAT:

1. the CHC hereby recommends to Council that a subcommittee of the CHC (the “Heritage By-law Revision Subcommittee”) be established and be authorized to carry out a review of By-law 097 as set out in this resolution in order to make recommendations to Council in 2022 on the revision or repeal/replacement of By-law 097-2009;

2. the Heritage By-law Revision Subcommittee will have six (6) members with membership to be comprised of three (3) members of the CHC, two (2) members of Staff, namely Manager, Planning; Planner II-Heritage, and the Manager of Legislative Services/Municipal Clerk.
3. Following the creation of the Subcommittee the three (3) members from the CHC will be chosen by an open vote of all members of the CHC and any necessary replacements required during the period of the Heritage By-law Revision Subcommittee's deliberations will be chosen in the same manner;
4. The Heritage By-law Revision Subcommittee will choose its chair at its first meeting to be held within three (3) weeks after Council's approval by by-law of establishment of the Heritage By-law Revision Subcommittee and at that time agree on a schedule of meetings, at least monthly, in order to bring a recommendation to the CHAC and the final draft by-law recommendation to Council for approval in 2022;
5. the purpose of the Heritage By-law Revision Subcommittee is to:
 - a) define the nature and extent of amendments of By-law 097 needed to clarify and define the scope of the roles and responsibilities of the staff and the CHC respectively;
 - b) to facilitate the management of the heritage permitting process and the fulfillment of the obligation of Council under the Ontario Heritage Act to consult with the CHC on matters specified for consultation and on such other matters that Council indicates it seeks the advice and counsel of the CHC.

CARRIED