



**The Corporation of The Town of Cobourg  
COMMITTEE OF THE WHOLE COUNCIL MEETING  
MINUTES**

**January 3, 2022, 6:00 p.m.  
Hybrid Meeting (In-Person and Electronic)**

Members Present: Mayor John Henderson  
Deputy Mayor Suzanne Séguin  
Councillor Nicole Beatty  
Councillor Aaron Burchat  
Councillor Adam Bureau  
Councillor Emily Chorley  
Councillor Brian Darling

Staff Present: Tracey Vaughan, Chief Administrative Officer  
Ian Davey, Treasurer/Director of Corporate Services  
Laurie Wills, Director of Public Works  
Teresa Behan, Deputy Director of Community Services  
Rob Franklin, Acting Director of Planning and Development  
Services  
Brent Larmer, Director, Legislative Services/Municipal Clerk  
Krystal Christopher, Deputy Clerk

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**1. CALL TO ORDER**

His Worship Mayor Henderson called the Meeting to Order at 6:02 P.M.

**2. TRADITIONAL LAND ACKNOWLEDGEMENT**

His Worship Mayor Henderson recited the Traditional Land Acknowledgement Statement

**3. ADDITIONS TO THE AGENDA**

There were no additions to the agenda

4. **DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST**

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

5. **PRESENTATIONS**

6. **DELEGATIONS**

6.1 **Kareen Hewitt, resident, to speak regarding the property west of 600 Daintry Crescent and its rezoning to a Park**

K. Hewitt provided comments on the re-zoning of the property on Daintry Crescent to a park and raised concerns with the construction of a home on the property and the impacts to property values.

After a question and answer period, K. Hewitt was dismissed at 6:16 PM

6.2 **Graham Andrews, Chair, and Ken Bagshaw, Vice Chair of the Cobourg Heritage Advisory Committee, regarding Heritage Permit Request 93 Albert Street, Cobourg. (HP-2020-037)**

G. Andrews and K. Bagshaw provided comments on their Heritage Permit Application to demolish the property at 93 Albert St E and spoke to the reasoning of the decision made by Heritage Advisory Committee. Information was provided on the current state of the property, engineering report, and the Cultural Heritage Impact Assessment.

G. Andrews and K. Bagshaw was dismissed at 6:28 PM

7. **DELEGATION ACTIONS**

**Moved by** Councillor Nicole Beatty

THAT the delegation from Kareen Hewitt be received for information purposes; and

FURTHER THAT the matter be referred to planning staff to be taken into consideration as part of the comprehensive zoning by law review for the Town of Cobourg.

**Carried**

**8. GENERAL GOVERNMENT SERVICES**

**8.1 Memo from the Treasurer/Director of Corporate Services regarding the Town of Cobourg Development Charges - 2022.**

**Moved by** Deputy Mayor Suzanne Séguin

THAT Council authorize the preparation of a resolution to adopt the Development Charges Background Study dated November 5, 2021, along with Addendum dated November 23, 2021 and Addendum #2 dated December 15, 2021 as prepared by Watson & Associates Economists Ltd. as well as the preparation of a Development Charges By-Law for presentation to Council on January 3, 2022 to be effective as of January 3, 2022, and

FURTHER THAT Council direct staff to continue to work with the development community in order to update all information required to ensure that the current Development Charge calculation is accurate and complete, and

FURTHER THAT Council direct staff to incorporate any additional or revised information by way of a formal Development Charges addendum process with a deadline of having an updated Development Charges Background Study and By-Law complete by September 30, 2022 at the latest.

**Carried**

**8.2 Memo from the Deputy Clerk/Records Management Coordinator regarding the update on the Electronic Documents Records Management System SharePoint Corporate Records Project.**

THAT Council receive the report for information purposes.

**Carried**

**8.3 Town of Cobourg Covid-19 Update - Verbal - Chief Administrative Officer**

T. Vaughan provided an update on matters pertaining to COVID-19 and spoke to the number of cases in the County; booster shot availability; and the recent updates to provincial guidelines and restrictions. T. Vaughan spoke to the status of municipal building noting they are closed but are

open to public by appointment only; and that the CCC is opened with revised programming

**Moved by** Deputy Mayor Suzanne Séguin

THAT Council receive the January 3, 2022, COVID-19 Verbal Update from the Chief Administrative Officer for information purposes.

**Carried**

**9. PLANNING AND DEVELOPMENT SERVICES**

**9.1 Memo from the Secretary of the Cobourg Heritage Advisory Committee, regarding Heritage Permit Application (HP-2020-037) 93 Albert Street, Cobourg.**

**Moved by** Councillor Nicole Beatty

THAT Council receive the recommendation from the Cobourg Heritage Advisory Committee; and

FURTHER THAT Council support the recommendation from the Cobourg Heritage Advisory Committee to refuse and not approve Heritage Permit Application HP-2020-037 as submitted by Laurel Baker on behalf of Mike Clark to permit the demolition of a residential structure at 93 Albert Street, Cobourg.

**For (4):** Mayor John Henderson, Deputy Mayor Suzanne Séguin, Councillor Nicole Beatty, and Councillor Emily Chorley

**Against (3):** Councillor Aaron Burchat, Councillor Adam Bureau, and Councillor Brian Darling

**Carried (4 to 3)**

**9.2 Memo from the Recording Secretary, Cobourg Heritage Advisory Committee, regarding 277 College Street HP-2021-042**

**Moved by** Councillor Nicole Beatty

THAT Council receive the memo from the Cobourg Heritage Advisory Committee for information purposes; and

FURTHER THAT Council grant and approve Heritage Permit #HP-2021-042 as submitted by Lisa and Gary Ferguson to permit the demolition of the structures at 277 College Street, Cobourg for both the demolition and

re-development subject to the finalization of details with Planning and Heritage staff.

**Carried**

**9.3 Motion from the Recording Secretary, Cobourg Heritage Advisory Committee, regarding 203 Hibernia Street HP-2021-044**

**Moved by** Councillor Nicole Beatty

THAT Council receive the memo from the Cobourg Heritage Advisory Committee for information purposes; and

FURTHER THAT Council grant and approve Heritage Permit Application #HP-2021-044 as submitted by Xue Ying Xie – to permit a new window at 203 Hibernia Street, Cobourg subject to the finalization of details by Heritage and Planning Staff.

**Carried**

**10. PUBLIC WORKS SERVICES**

**11. PARKS AND RECREATION SERVICES**

**12. PROTECTION SERVICES**

**13. ARTS CULTURE AND TOURISM SERVICES**

**14. UNFINISHED BUSINESS**

**14.1 Unfinished Business Tracking Table**

**15. COMMITTEE OF THE WHOLE OPEN FORUM**

There were no comments received by the public

**16. ADJOURNMENT**

**Moved by** Councillor Aaron Burchat

THAT the meeting be adjourned (7:38 PM)

**Carried**