



The Corporation of The Town of Cobourg

2021 OPERATING AND CAPITAL BUDGET REVIEW MEETING

MINUTES

November 10, 2021, 1:00 p.m.

Electronic Participation

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 Community Services
Rob Franklin, Acting Director of Planning and Development Services
Brent Larmer, Municipal Clerk/Manager of Legislative Services
Krystal Christopher, Deputy Clerk

1. CALL TO ORDER

Deputy Mayor Seguin, Coordinator of General Government Services, called the meeting to order at 1:02 PM

2. TRADITIONAL LAND ACKNOWLEDGEMENT

Deputy Mayor Seguin, Coordinator of General Government Services, recited the Traditional Land Acknowledgment Statement

3. INTRODUCTION

Deputy Mayor Seguin explained the general purpose of the meeting, which was to receive presentations from Municipal Staff on the 2022 Operating and Capital Budget Estimates. Council may seek clarification by Staff on particular items of concern or interest. The final budget will be reviewed and debated on November 25, 2021, and November 26, 2021 at 10:00 A.M. The final 2022 Budget Approval is scheduled for December 13, 2021.

4. DISCLOSURE OF PECUNIARY INTEREST

5. NOTIFICATION

Brent Larmer, Municipal Clerk, advised that notice was published in the local newspaper and posted on the Municipal Website www.cobourg.ca pursuant to the Town of Cobourg Public Notice Policy. In addition to the press release and notice to the public, the Town of Cobourg is requesting feedback and input available through the Town of Cobourg's online public engagement platform, Engage Cobourg (www.engagecobourg.ca). Additional details and the full draft budget can be found on that website.

6. BUDGET PRESENTATIONS

6.1 Cobourg Police Services - Operating and Capital Budget Presentation.

6.1.1 Budget Overview Presentation

Paul VandeGraaf, Chief of Police, Roger Ramkissoon, Chief Financial Officer, and Dean Pepper, Chair of the Cobourg Police Services Board, provided an overview of the 2022 operating and capital budget items. The presentation highlighted operational challenges and opportunities; 2022 police funding estimates; reserve funds; and the increase to the budget. P. VandeGraaf spoke to the Officer Safety Plan and provided an overview of the program.

Members of Council raised questions regarding the capital and operational budget items to which P. VandeGraaf, R. Ramkissoon, and D. Pepper responded.

7. DIVISIONAL STAFF PRESENTATIONS

Moved By Councillor Adam Bureau

MOTION TO RECESS

THAT Council take a ten (10) minute recess (2:16 PM)

Carried

7.1 Protection Services - Cobourg Fire Department

7.1.1 Budget Overview Presentation

Mike Vilneff, Fire Chief, provided an overview of the 2022 capital and operational budget items. M. Vilneff spoke to the operating budget highlights which include the hiring of two full-time fire fighters, the development of a Master Fire Plan and Community Risk Assessment, and an increase to the transfer in the Large Vehicle Reserve. M. Vilneff provided details on the large operating increases and capital projects

Members of Council raised questions regarding the operating budget to which M. Vilneff, Tracey Vaughan, CAO, and Ian Davey, Treasurer/Director of Corporate Services, responded.

7.1.2 Budget Justification Sheets - Operating

7.1.3 Budget Justification Sheets - Capital

7.2 Planning and Development Services Division

7.2.1 Budget Overview Presentation

Rob Franklin, Acting Director of Planning and Development, provided an overview of the 2022 operating and capital budget items. R. Franklin spoke to the cost avoidance and savings in the budget which is the increase of Planning Fees for 2021. R. Franklin spoke to hiring of a Manager of Long-Range Planning, Deputy Chief Building Official as identified in the Organizational Review and the implementation of the e-Permitting software. R. Franklin noted that the Heritage Conservation District Plan has been split into a multi-year budget creating a cost-savings.

Members of Council raised questions regarding the operating and capital budget to which R. Franklin and Tracey Vaughan, CAO, responded.

7.2.2 Budget Justification Sheets - Operating

7.3 Protection Services - By-law Enforcement

7.3.1 Budget Overview Presentation

Motion to Recces

Moved by: Councillor Brian Darling

THAT Council recess for 15 minutes (4PM)

Brent Larmer, Municipal Clerk/ Manager of Legislative Services, provided an overview of the 2022 capital and operating budget. B Larmer spoke to the cost avoidance and savings which include the Town's withdrawal from the Joint Animal Control Board and the potential increase in revenue in licensing and parking rates. B. Larmer provided information on the operating budget highlights which include the the hiring of a Manager of By-law Enforcement as outlined in the Town's Organizational Review and providing bylaw officers mobile devices. B. Larmer noted the capital project of the purchase of a new vehicle for animal control and parking.

Members of Council raised questions regarding the capital budget to which B. Larmer responded.

7.3.2 Budget Justification Sheets - Operating

7.3.3 Budget Justification Sheets - Capital

7.4 Community Services Division

7.4.1 Budget Overview Presentation

Teresa Behan, Deputy Director, Community Services, provided an overview of the 2022 operating and capital budget for the Community Services Department and spoke to the cost operating budget highlights for Recreation and Culture, Parks, Waterfront Operations and Marketing, Events and Tourism. T. Behan, Jason Johns, Manager of Facilities-CCC, Rory Quigley, Manager of Parks, Julie Behan-Johns, Supervisor of Waterfront Operations, and Jackie Chapman-Davis, Manager of Marketing and Events, provided details on the capital projects , large operating increases, and any cost avoidance and saving.

Members of Council raised questions regarding the capital and operating budget to which staff responded.

7.4.2 Budget Justification Sheets - Operating

7.4.3 Budget Justification Sheets - Capital

8. CLOSED SESSION

Council moved into Closed Session at 5:50 PM

Moved By Mayor John Henderson

THAT Council meet in Closed Session in accordance with Section 239 (2) of the Municipal Act S.O. 2001 regarding:

Carried

8.1 s.239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board - Potential Purchase of Property

Brent Larmer, Municipal Clerk/ Manager of Legislative Services, provided an overview of the subject matter. Members of Council raised questions regarding the information provided to which B. Larmer, Ian Davey, Treasurer/ Director of Corporate Services and Laurie Wills, Director of Public Works, responded.

9. ADJOURNMENT

Moved By Councillor Brian Darling

THAT the meeting be adjourned (6:30 PM)

Carried