



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

**December 6, 2021, 6:00 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  
Brent Larmer, Municipal Clerk/Manager of Legislative Services  
Krystal Christopher, Deputy Clerk  
Teresa Behan, Deputy Director of Community Services  
Rob Franklin, Acting Director of Planning and Development Services

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**1. CALL TO ORDER**

His Worship Mayor Henderson called the Meeting to Order at 6:06 P.M.

**2. TRADITIONAL LAND ACKNOWLEDGEMENT**

His Worship Mayor Henderson recited the Traditional Land Acknowledgment Statement

### 3. **ADDITIONS TO THE AGENDA**

Councillor Nicole Beatty requested that the *Memo from the Acting Director of Planning & Development, regarding the Habitat for Humanity Request for Land at Daintry Crescent*, be moved to be dealt with after Delegations.

- 3.1 **Memo from the Secretary of the Cobourg Heritage Advisory Committee, regarding Heritage Permit Application (HP-2021-038) 18 King Street East, Cobourg.**
- 3.2 **Memo from the Secretary of the Cobourg Heritage Advisory Committee, regarding Heritage Permit Application (HP-2020-037) 93 Albert Street, Cobourg.**
- 3.3 **Memo from the Deputy Director, Community Services, regarding the Monks Cove Restoration Work, Temporary Repair and Design.**
- 3.4 **Memo from the Director of Public Works, regarding the Parking Rate Increase Proposal - Update.**
- 3.5 **Memo from the Sustainability and Climate Emergency Advisory Committee (SCEAC) regarding the Tannery Secondary Plan.**
- 3.6 **Memo from the Secretary of the Sustainability and Climate Emergency Advisory Committee (SCEAC) regarding a Climate Change Adaptation Plan.**

Councillor Nicole Beatty requested that the *Memo from the Acting Director of Planning & Development, regarding the Habitat for Humanity Request for Land at Daintry Crescent*, be moved to be dealt with after Delegations.

**Moved by** Councillor Nicole Beatty

THAT the matters be added to the Agenda; and

FURTHER THAT the agenda be approved, as amended.

**Carried**

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

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

## **5. PRESENTATIONS**

### **5.1 Brent Larmer, Municipal Clerk/Manager of Legislative Services and Sue Caron, Chair of the Accessibility Advisory Committee (AAC) regarding the 2021 Year-End Accessibility Report.**

B. Larmer and S. Caron provided an overview of the year-end accessibility report and spoke to the multi-year accessibility plan; accomplishments; the AAC roles and priorities; the inclusive community grant; and comments provided by the community

S. Caron was dismissed at 6:47 PM

## **6. DELEGATIONS**

### **6.1 Meaghan Macdonald, Habitat for Humanity Northumberland, regarding the Staff Report on Section 9.1 under Planning and Development Services.**

M. Macdonald provided comments on the construction of a home on Daintry Crescent and spoke to the concerns raised by residents regarding the property.

M. Macdonald was dismissed at 6:53 PM

### **6.2 Eugene Blank, Alonmin Apartments Inc., regarding the Application for Heritage Permit for 18 King Street East , Cobourg.**

E. Blank provided comments on their Heritage Application to replace windows at 18 King St E, objecting the recommendations provided by the Heritage Advisory Committee.

E. Blank was dismissed at 7:07 PM

### **6.3 Laura Leblanc and Mike Clark, Applicants, regarding the Application for Heritage Permit for 93, Albert Street, Cobourg.**

M. Clark and L. Leblanc provided comments on their Heritage Permit Application to demolish the property at 93 Albert St E, objecting the recommendations provided by the Heritage Advisory Committee. Information was provided on the current state of the property, engineering report, and the Cultural Heritage Impact Assessment.

L. Leblanc and M. Clark were dismissed at 7:20 pm

**6.4 MD. Williams - Dainty Crescent Resident(s), regarding the Staff Report on Section 9.1 under Planning and Development Services.**

MD. Williams raised concerns with the Habitat for Humanity Home being built on Daintry Crescent. M. Williams provided comments on the size of the home and lot in relation to the neighbourhood noting that the area was to be used as a park.

MD. Williams was dismissed at 7:30 PM

**7. PLANNING AND DEVELOPMENT SERVICES**

**7.1 Memo from the Acting Director of Planning & Development, regarding the Habitat for Humanity Request for Land at Daintry Crescent**

**Moved by** Councillor Nicole Beatty

THAT Council receive this Report for information purposes; and,

FURTHER THAT Council direct staff to declare portions of the municipal lands west of 600 Daintry Crescent as surplus; and,

FURTHER THAT Council direct staff to negotiate with Habitat for Humanity Northumberland for their acquisition of the lot for affordable housing purposes after seeking a Minor Variance to permit a new single-detached dwelling.

**Carried**

**8. GENERAL GOVERNMENT SERVICES**

**8.1 Memo from the Treasurer/Director of Corporate Services, regarding the Third Quarter Operating Budget Variance Report for the Town of Cobourg.**

**Moved by** Deputy Mayor Suzanne Séguin

THAT Council receive the Third quarter Operating Budget Variance Report for the Town of Cobourg for information purposes.

**Carried**

**9. PLANNING AND DEVELOPMENT SERVICES**

**Moved by** Councillor Nicole Beatty

THAT Council take a 10-minute recess (8:22 PM)

**Carried**

**9.1 Memo from the Acting Director of Planning & Development, regarding the Integrated Community Sustainability Plan (ICSP), Green Development Standards (GDS), Community Efficiency Financing Feasibility Study (CEFFS) Project (CO-21-30 CAO-PDD)**

**Moved by** Councillor Nicole Beatty

THAT Council award RFP Contract CO-21-30-CAO-PDD to Intelligent Futures for the Integrated Community Sustainability Plan (ICSP), Green Development Standards (GDS), Community Efficiency Financing Feasibility Study (CEFFS) Project in the amount of \$239,500.00 + HST

AND FURTHER THAT Council authorize the Mayor and Municipal Clerk to enter into an Agreement for Professional Services and finalize other applicable documentation with Intelligent Futures to complete the ICSP/GDS/CEFFS project.

**Carried**

**9.2 Memo from the Secretary of the Cobourg Heritage Advisory Committee, regarding the addition of James Cunningham House to the Cobourg Heritage Registry List.**

**Moved by** Councillor Nicole Beatty

THAT Council receive the motion from the Cobourg Heritage Advisory Committee for information regarding support for the addition of the James Cunningham House to the Cobourg Heritage Registry list, municipally known as 7949 County Road 2.

**Carried**

**9.3 Memo from the Secretary of the Cobourg Heritage Advisory Committee, regarding Heritage Permit Application (HP-2021-038) 18 King Street East, Cobourg.**

**Moved by** Councillor Nicole Beatty

THAT Council receive the recommendation from the Cobourg Heritage Advisory Committee and approve Heritage Permit Application HP-2021-038 as submitted by Andrew Smith Building Design Inc. on behalf of Alonim Apartments Inc. to permit various alterations to the existing mixed-use building at 18 King Street East be approved, subject to the finalization of details with Planning and Heritage Staff; and

FURTHER THAT Council approve the CHAC request that the applicant replace the heritage windows on the south side only with either existing heritage reclaimed windows or replication of fig #3 shown in the attached report.

**Carried**

**Moved by** Deputy Mayor Suzanne Séguin

*MOTION TO DIVIDE*

THAT the Motion be divided:

*Part 1:*

THAT Council receive the recommendation from the Cobourg Heritage Advisory Committee and approve Heritage Permit Application HP-2021-038 as submitted by Andrew Smith Building Design Inc. on behalf of Alonim Apartments Inc. to permit various alterations to the existing mixed-use building at 18 King Street East be approved, subject to the finalization of details with Planning and Heritage Staff; and

*Part 2:*

FURTHER THAT Council approve the CHAC request that the applicant replace the heritage windows on the south side only with either existing heritage reclaimed windows or replication of fig #3 shown in the attached report.

**Defeated**

**9.4 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.

**Amended**

**Moved by** Councillor Brian Darling

*MOTION TO REFER*

THAT the matter be referred to the Committee of the Whole meeting on January 3, 2022

**Carried**

**10. PUBLIC WORKS SERVICES**

**10.1 Memo form the Director of Public Works regarding the Transit Fare Increase Proposal**

947PM

**Moved by** Councillor Brian Darling

THAT Council direct Staff to implement the proposed transit fare increases effective January 1, 2022.

**Amended**

**Moved by** Councillor Nicole Beatty

*MOTION TO AMEND:*

And further that Council direct staff to research options for children ages 5-12 to access Cobourg Transit free or charge with a report coming back to Council at Committee of the Whole on February 14, 2022

**Carried**

**Moved by** Councillor Brian Darling

THAT Council direct Staff to implement the proposed transit fare increases effective January 1, 2022.

And further that Council direct staff to research options for children ages 5-12 to access Cobourg Transit free or charge with a report coming back to Council at Committee of the Whole on February 14, 2022

**Carried**

**10.2 Memo from the Manager, Roads/Sewers, Public Works, regarding the Replacement Combination Snowplow/Dump Truck – Slide In Spreader Award**

**Moved by** Councillor Brian Darling

THAT Council approve the bid of \$93,696.94 (price includes non-refundable HST), submitted by Joe Johnson Equipment Inc.

**Carried**

**10.3 Memo from the Director of Public Works, regarding the Parking Rate Increase Proposal - Update.**

**Moved by** Councillor Brian Darling

THAT Council receive this report for information purposes and refer further discussions on the parking rate increase proposal to the January 24<sup>th</sup> Committee of the Whole meeting.

**Carried**

**11. PARKS AND RECREATION SERVICES**

**11.1 Memo from the Deputy Director, Community Services, regarding the Shore Protection Improvements at Fuel Dock, Harbour Infrastructure Repair**



**Moved by** Councillor Emily Chorley

THAT Council accept this report for information purposes and award the design of the fuel dock repairs in the amount of \$ 14,500 plus HST to Shoreplan Engineering; and

FURTHER THAT the costs be included in the approved Harbour Repair design contingency.

**Carried**

**11.2 Memo from the Assistant Manager, Waterfront Operations, regarding the Waterfront Operations Rates and Fees Schedule for the 2022 Season**

**Moved by** Councillor Emily Chorley

THAT Council approve the suggested one-year 2022 Rate and User Fee Schedule for the Waterfront Operations Department of the Community Services Division; and

FURTHER THAT Council direct staff to evaluate the Rates and Fees schedule in the fall of each season and consider the results of the User Fee Analysis when completing the annual budget.

**Carried**

**11.3 Memo from the Deputy Director, Community Services, regarding the Monks Cove Restoration Work, Temporary Repair and Design.**

**Moved by** Councillor Emily Chorley

THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council approve Shoreplan Engineering to complete the design and tender document of the 2022 Monk's Cove retaining wall repairs at an upset cost of \$10,000.

**Carried**

**12. PROTECTION SERVICES**

**13. ARTS CULTURE AND TOURISM SERVICES**

**13.1 Memo from the Deputy Director, Community Services, regarding the Summer 2021 Pop-Ups at the Harbour and Pop-Ups at the Beach Update**

**Moved by** Councillor Adam Bureau

THAT Council accept this report for information purposes as an update to the Pop-Ups at the Waterfront, Summer 2021.

**Carried**

**13.2 Memo from the Sustainability and Climate Emergency Advisory Committee (SCEAC) regarding the Tannery Secondary Plan.**

**Moved by** Councillor Adam Bureau

THAT Council receive the recommendation from the Sustainability and Climate Emergency Advisory Committee regarding the Tannery District Secondary Plan.

**Carried**

**13.3 Memo from the Secretary of the Sustainability and Climate Emergency Advisory Committee (SCEAC) regarding a Climate Change Adaptation Plan.**

**Moved by** Councillor Adam Bureau

THAT Council receive the recommendation from the Sustainability and Climate Emergency Advisory Committee regarding the development of a Climate Change Adaptation Plan.

**Carried**

**14. UNFINISHED BUSINESS**

**14.1 Unfinished Business Tracking Table**

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

No submissions received by public

**16. ADJOURNMENT**

**Moved by** Councillor Adam Bureau

THAT the meeting ne adjourned (10:22 PM)

**Carried**