



**The Corporation of The Town of Cobourg**  
**REGULAR COUNCIL MEETING**  
**MINUTES**

**November 2, 2020, 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  
Glenn McGlashon, Director of Planning and Development  
Laurie Wills, Director of Public Works  
Teresa Behan, Deputy Director of Community Services  
Brent Larmer, Municipal Clerk/Manager of Legislative Services  
Krystal Christopher, Deputy Clerk

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1. **CALL TO ORDER**

His Worship Mayor Henderson called the Meeting to Order at 6:00 P.M.

2. **MOMENT OF REFLECTION**

The Mayor asked that Council and Members of the Public to pause for a Moment of Reflection.

**3. ADDITIONS TO THE AGENDA**

**3.1 Correspondence, AMCTO, regarding Bill 218 - Proposed Changes to the Municipal Elections Act.**

**Resolution 412-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT the matter be added to the Agenda.

**Carried**

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

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

**5. ADOPTION OF MINUTES OF THE PREVIOUS MEETING**

**5.1 Adoption of the October 13, 2020 Regular Council Minutes**

**Resolution 413-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Nicole Beatty

THAT Council adopt and approve the minutes of the Regular Council Meeting held on Tuesday October 13, 2020.

**Carried**

**5.2 Adoption of the October 20, 2020 Special Council Minutes**

**Resolution 414-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council adopt and approve the minutes of the Special Council Meeting held on Tuesday October 20, 2020.

**Carried**

**6. PRESENTATIONS**

**7. DELEGATIONS**

**8. DELEGATION ACTIONS**

9. **REPORTS**

9.1 **General Government Services**

9.1.1 **Committee of the Whole meeting notes held on Monday  
October 26, 2020.**

**Resolution 415-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council approve the minutes of the Committee of the Whole Meeting held on October 26, 2020.

**Carried**

9.1.2 **Memo from the Treasurer/Director of Corporate Services,  
regarding Northam Industrial Park - Commercial Lease  
Agreements.**

I. Davey provided an overview of the report and briefly spoke to the tenants, tenure and terms of the lease agreements.

**Resolution 416-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council receive the memo from the Treasurer/Director of Corporate Services for information purposes; and

FURTHER THAT authorize the preparation of three (3) by-laws to be endorsed and presented to Council for adoption at a Regular Council Meeting to authorize the Mayor and Municipal Clerk to execute three (3) Commercial Lease Agreements with Baxter Bakery Cobourg Inc., Horizons Plastics International Inc. and Parkland Fuel Corporation.

**Carried**

**9.1.3 Ganaraska Conservation 2021 Preliminary Budget**

**Resolution 417-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Nicole Beatty

THAT Council receive the Ganaraska Region Conservation Authority (GRCA) 2021 Preliminary Budget for information purposes.

**Carried**

**9.2 Planning and Development Services**

**9.3 Public Works Services**

**9.4 Parks and Recreation Services**

**9.5 Protection Services**

**9.6 Arts, Culture and Tourism Services**

**10. MOTIONS**

**10.1 General Government Services**

**10.1.1 Motion from the Committee of the Whole, regarding Remote/Electronic Meetings for the remainder of 2020.**

**Resolution 418-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on Monday October 26, 2020, Council considered a memo from the Municipal Clerk/Manager of Legislative Services, regarding, the continuing of Remote/Electronic Meetings for the remainder of 2020;

NOW THEREFORE BE IT RESOLVED THAT Council Meetings, Advisory Committee Meetings and Quasi-Judicial Committee Meetings be held remotely until the end of 2020; and

FURTHER THAT Council direct the Municipal Clerk to bring forward a Staff Report by December 2020 with recommendations for Council Meetings in 2021.

**Carried**

**10.2 Planning and Development Services**

**10.3 Public Works Services**

**10.3.1 Motion from the Committee of the Whole regarding Free Parking within Downtown Cobourg.**

**Resolution 419-20**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on Monday October 26, 2020, Council considered a memo from the Director of Public Works, regarding approval to resume Parking Fare collection Downtown and in Parking Lots in Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council extend the suspension of parking fee collection and By-law Enforcement of Downtown Parking Meters and Parking Lots until January 4, 2021; and

FURTHER THAT staff bring a report to the Committee of the Whole meeting on January 4, 2021 regarding the resumption parking fee collection in the Town of Cobourg.

**Carried**

**10.4 Parks and Recreation Services**

**10.5 Protection Services**

**10.6 Arts, Culture and Tourism Services**

**10.6.1 Motion from the Committee of the Whole, regarding the Community Climate Action Plan Approval in Principle.**

**Resolution 420-20**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Nicole Beatty

WHEREAS at the Regular Council Meeting on Monday October 13, 2020, Council considered a presentation from Judy Smith,

Environmental Officer, Northumberland County, regarding the Town of Cobourg Community Climate Action Plan, Update 2020; and

WHEREAS at the Committee of the Whole Meeting on Monday October 26, 2020 Council considered a follow-up delegation from Judy Smith, Environmental Officer, Northumberland County, requesting Municipal Council to accept the Town of Cobourg Community Climate Action Plan in Principle;

NOW THEREFORE BE IT RESOLVED THAT Council approve in principle, to accept the Environmental Officer for the County of Northumberland, Judy Smith's Community Climate Action Plan Update 2020 as a vision document only.

**Carried**

#### **10.6.2 Motion to Appoint Members to the Civic Awards Advisory Committee**

##### **Resolution 421-20**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Brian Darling

WHEREAS at the Regular Council Meeting on September 9, 2019, Council received a report from the Records and Committee Coordinator, regarding the Civic Awards Advisory Committee; and

WHEREAS at the Regular Council Meeting on September 9, 2019, Municipal Council approved By-law 058-2019, being a by-law to amend by-law No. 008-2019 to include the Terms of Reference for the Civic Awards Advisory Committee and to dissolve and remove the Community Civic Awards Ad Hoc Committee;

NOW THEREFORE BE IT RESOLVED Municipal Council appoint the following members to the Civic Awards Advisory Committee:

- Mayor John Henderson
- Councillor Adam Bureau
- Beth Selby
- Debbie Verschuren
- Duncan Walker
- Jennifer Ashley
- Lynn McMillian

- Olinda Casimiro
- Reva Nelson

**Carried**

## **11. BYLAWS**

### **11.1 General Government Services**

**11.1.1 By-law No.066-2020, being a by-law to enter into a Lease Assignment Agreement and a Lease Amending and Extension Agreement with Baxter's Bakery (Cobourg) Inc. and the Corporation of the Town of Cobourg (Northam Industrial Park, Cobourg).**

**Resolution 422-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council adopt By-law No.066-2020, being a By-law to authorize the Mayor and Municipal Treasurer to execute on behalf of the Corporation a Lease Assignment Agreement and a Lease Amending and Extension Agreement with Baxter's Bakery (Cobourg) Inc. in Northam Industrial Park, 740 Division Street, Cobourg.

**Carried**

**11.1.2 By-law No.067-2020, being a by-law to enter into a Lease Agreement with Horizon Plastics International Inc. and the Corporation of the Town of Cobourg (Northam Industrial Park, Cobourg).**

**Resolution 423-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council adopt By-law No.067-2020, being a By-law to authorize the Mayor and Municipal Treasurer to execute on behalf of the Corporation a Lease Agreement with Horizon Plastics International Inc. in Northam Industrial Park, 740 Division Street, Cobourg.

**Carried**

**11.1.3 By-law No.068-2020, being a by-law to enter into a Lease Renewal Agreement with Parkland Fuel Corporation and the Corporation of the Town of Cobourg (Northam Industrial Park, Cobourg).**

**Resolution 424-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council adopt By-law No.068-2020, being a By-law to authorize the Mayor and Municipal Treasurer to execute on behalf of the Corporation a Lease Renewal Agreement with Parkland Fuel Corporation in Northam Industrial Park, 740 Division Street, Cobourg.

**Carried**

## **11.2 Planning and Development Services**

**11.2.1 By-law No.069-2020, being a By-law to Designate Lands not subject to Part Lot Control (Lot 10, Plan 39M-923, 1318 & 1320 Alder Road – Parkview Hills, Leblanc Enterprises)**

**Resolution 425-20**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

THAT Council adopt By-law No.069-2020, being a By-law to designate lands not subject to Part Lot Control (Lot 10, Plan 39M-923, 1318 & 1320 Alder Road, Cobourg – Parkview Hills, Leblanc Enterprises).

**Carried**

**11.3 Public Works Services**

**11.3.1 By-law No.070-2020, being a by-law to dedicate Part 1 and Part 2 of Reference Plan 39R-1406 as a Public Highway within the Town of Cobourg (22-24 University Avenue West, Cobourg).**

**Resolution 426-20**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Adam Bureau

THAT Council adopt By-law No.070-2020, being a By-law to dedicate Part 1 and Part 2 of Reference Plan 39R-1406 as a Public Highway within the Town of Cobourg.

**Carried**

**11.4 Parks and Recreation Services**

**11.5 Protection Services**

**11.6 Arts, Culture and Tourism Services**

**11.7 General Government Services**

**Resolution 427-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT leave be granted to introduce bylaws 066-2020 to 070-2020 and to dispense with the reading of the bylaws by the Municipal Clerk and that the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

**Carried**

**12. PETITIONS**

**13. COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)**

**14. CORRESPONDENCE**

**14.1 Correspondence, Hon. Steve Clark, Minister of the Ministry of Municipal Affairs and Housing (MMAH), regarding the Place to Grow: Growth Plan, for the Greater Golden Horseshoe (General Government Services).**

**Resolution 428-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Nicole Beatty

THAT Council receive the correspondence from the Ministry of Municipal Affairs and Housing for information purposes.

**Carried**

- 14.2 Letter dated October 13, 2020 from Rick Miller requesting that Council proclaim November 9, 2020 to be "Marie Dressler Celebration Day" (General Government).**

**Resolution 429-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council receive the letter from the Marie Dressler Foundation for information purposes; and

FURTHER THAT the Mayor and Municipal Council proclaim November 9, 2020 as "Marie Dressler Celebration Day" within the Town of Cobourg.

**Carried**

- 14.3 Resolution, County of Northumberland, regarding the upload of Courthouse Road to the upper-tier County of Northumberland Jurisdiction (Public Works).**

**Resolution 430-20**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Aaron Burchat

THAT Council receive the Council Report, Council Resolution and County Council By-law No. 2020-43 for information purposes.

**Carried**

**14.4 Correspondence from the Cobourg Library Board, regarding the Town of Cobourg and Cobourg Library Board Memorandum of Understanding (MOU) (Arts, Culture and Tourism Services).**

**Resolution 431-20**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Nicole Beatty

THAT Council receive the correspondence from the Cobourg Public Library Board for information purposes.

**Carried**

**14.5 Correspondence, Maria Gomez, Director, West Northumberland Physician Recruitment, regarding the 2021 Financial Funding Request. (General Government).**

**Resolution 432-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council receive the 2021 Physician Retention and Recruitment Committee for information purposes and refer the request to the 2021 Town of Cobourg Municipal Budget process.

**Carried**

**14.6 Correspondence, Association of Municipal Clerks and Treasurers of Ontario, regarding Bill 218 - Proposed Changes to the Municipal Elections Act. (General Government).**

Brent Larmer, Municipal Clerk / Manager Legislative Services, provided an overview of the proposed amendments to the *Municipal Elections Act* and its impacts on the Town of Cobourg. Mr. Larmer spoke to the proposed changes to the rank ballot system, nomination date and the timeline for Clerk's to establish procedures. Mr. Larmer noted that Elections Ontario will be providing the municipal voters list, however, will not take effect until the 2026 municipal election. Further, Mr. Larmer spoke to the importance of maintaining status quo for timelines as the effects of the pandemic will cause more municipalities to consider online and telephone voting. Mr. Larmer suggested the provincial government provide regulations and standards for online/telephone voting to assist municipalities when

preparing for the 2022 election and that further consultation with municipalities be conducted.

Members of Council provided comments regarding the subject matter and raised questions, to which Mr. Larmer responded.

**Resolution 433-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Emily Chorley

WHEREAS on October 27, 2020, the Ontario Government introduced into the Ontario Legislature Bill 218, an Act to enact the Supporting Ontario's Recovery and Municipal Elections Act, 2020, which included amendments to the Municipal Elections Act, 1996 and to revoke a regulation; and

WHEREAS after a public review of the Municipal Elections Act, that included input from the public, municipal councils and staff from across the province, in 2016, the Province of Ontario passed the Municipal Elections Modernization Act, 2016, in which an amendment included the move of nomination day to the fourth Friday in July of an Election year and the option for a municipality to introduce a Ranked Ballot Election;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the correspondence from the Association of Municipal Clerks and Treasurers of Ontario (AMCTO) attached to this resolution regarding the concerns of the proposed amendments brought forward by Bill 218 with respect to the lack of consultation on the recommended changes to legislation that affects municipal councils and voters; and

FURTHER THAT Council, request the Provincial Government continue with the 2016 process requiring that municipalities be consulted with respect to changes that affect voting processes as outlined in the Municipal Elections Act; and

FURTHER THAT that a letter be sent to the Premier of Ontario, the Honourable Doug Ford; the Minister of Municipal Affairs and Housing, Minister Steve Clark, Ministry of the Attorney General, Minister Doug Downey, Member of Provincial Parliament (MPP) David Piccini, the Association of Municipal Clerks and Treasurers of Ontario (AMCTO), Association of Municipalities of Ontario (AMO), the County of Northumberland, and all other Lower-Tier Councils within the County.

**Carried**

15. **NOTICE OF MOTION**

16. **COUNCIL/COORDINATOR ANNOUNCEMENTS**

16.1 Members of Council present verbal reports on matters within their respective areas of responsibility:

17. **UNFINISHED BUSINESS**

17.1 Municipal Council Unfinished/Outstanding Business Tracking Table.

18. **CONFIRMATORY BY-LAW**

18.1 Bylaw 071-2020, being a bylaw to confirm the proceedings of the Council Meeting of November 2, 2020.

**Resolution 434-20**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Emily Chorley

THAT leave be granted to introduce Bylaw 071-2020 and to dispense with the reading of the Bylaw by the Municipal Clerk to confirm the proceedings of Council of the Town of Cobourg at its Regular Council Meeting held on Monday November 2, 2020 and the same be considered read and passed and that the Mayor and the Municipal Clerk sign the same and the Seal of the Corporation be thereto affixed.

**Carried**

19. **ADJOURNMENT**

**Resolution 435-20**

**Moved by** Councillor Emily Chorley

THAT the meeting be Adjourned

**Carried**

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Municipal Clerk B. Larmer

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Mayor J. Henderson