



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

August 14, 2023, 4:00 p.m.
Concert Hall, Victoria Hall, Cobourg

Members Present: Mayor Lucas Cleveland
Deputy Mayor Nicole Beatty
Councillor Aaron Burchat
Councillor Adam Bureau
Councillor Brian Darling
Councillor Randy Barber
Councillor Miriam Mutton

Staff Present: Tracey Vaughan, Chief Administrative Officer
Ian Davey, Treasurer/Director of Corporate Services
Laurie Wills, Director of Public Works
Anne Taylor Scott, Director of Planning and Development Services
Brian Geerts, Director of Community Services
Brent Larmer, Municipal Clerk/Director of Legislative Services
Ellard Beaven, Fire Chief

1. CALL TO ORDER

Mayor Lucas Cleveland called the Meeting to Order at 4:46 P.M.

2. TRADITIONAL LAND ACKNOWLEDGEMENT

3. ADDITIONS TO THE AGENDA

- 3.1 Memo from the Fire Chief regarding the Purchase of Fire Department Vehicle.
- 3.2 Marilou Martin, Cobourg Pickleball Club, regarding a the Club response to Item 11.1- Feasibility Analysis and Request from the Cobourg Pickleball Club for the exclusive use of Sinclair Park.

- 3.3 Colin Powles, Cobourg Resident, regarding Sinclair Park Area Tennis Courts.
- 3.4 Request to Open the Single Tender Bid Received for the West Street Reconstruction at Northam Industrial Park, Cobourg.

Moved by Deputy Mayor Nicole Beatty

THAT the matters 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. PRESENTATIONS

- 5.1 **Presentation, Ron Kerr, Chair Cobourg Police Services Board and Paul VandeGraaf, Police Chief, regarding the Cobourg Police Service 2022 Annual Report.**

After a Question-and-Answer Period, Chair R. Kerr and Police Chief P. VandeGraaf left the meeting at 5:23 P.M.

6. DELEGATIONS

- 6.1 **Marilou Martin, Cobourg Pickleball Club, regarding a the Club response to Item 11.1- Feasibility Analysis and Request from the Cobourg Pickleball Club for the exclusive use of Sinclair Park**

After a Question-and-Answer Period, M. Martin left the meeting at 5:36 P.M.

- 6.2 **Colin Powles, Cobourg Resident, regarding Sinclair Park Area Tennis Courts.**

After a Question-and-Answer Period, C. Powles left the meeting at 5:46 P.M.

7. DELEGATION ACTIONS

- 7.1 **Delegation Action, Agenda Items 6.1 and 6.2 regarding Item 11.1 of the Committee of the Whole Agenda.**

Moved by Councillor Brian Darling

THAT Council receive the delegations for information purposes and to be considered as part of Item 11.1 of the Committee of the Whole Agenda.

Carried

8. GENERAL GOVERNMENT SERVICES

9. PLANNING AND DEVELOPMENT SERVICES

9.1 Memo from the Director of Planning and Development, regarding a Planning and Development Division Staffing Request – New Planner Position – Development Review.

Moved by Councillor Brian Darling

THAT Council receive the staff report for information purposes; and

FURTHER THAT Council approve the creation of a new, permanent full-time position in the Planning Department being a Senior/Principal Planner (Development Review) with an estimated annual salary including benefits up to \$120,000, pending the finalization of the job description and appropriate placement within the Town's organizational and salary structure; and

FURTHER THAT the new position with a October 1, 2023 hire date be funded by any remaining unused salary dollars from the vacant planning position with the balance funded by the Human Resources Personnel Contingency in the amount of \$30,000 in addition to any associated onboarding costs.

Carried

9.2 Memo from Planner I – Development, regarding, an application to Remove the Holding (H) Symbol for the property located at 7949 County Road 2, Cobourg.

Moved by Councillor Randy Barber

THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council authorize the preparation of a By-law to be presented to Council at a Regular Council Meeting authorizing the Removal of the Holding (H) Symbol for the property at 7949 County Road 2, Cobourg.

Carried

10. PUBLIC WORKS SERVICES

10.1 Memo from the Manager of Environmental Services, regarding the WAS Wetwell Pump #1 (Environmental Services Plant #1).

Moved by Councillor Brian Darling

THAT Council authorize and approve the purchase of a new WAS Wetwell Pump from Directrik at a cost of \$41,057.11, including non-refundable HST; and

FURTHER that Council approve an increase in the 2023 Capital Budget allocation by \$16,057 for this project to a total of \$41,057.11 from \$25,000 due to price escalation of the required pump.

Carried

10.2 Request to Open the Single Tender Bid Received for the West Street Reconstruction at Northam Industrial Park, Cobourg.

Moved by Councillor Aaron Burchat

THAT Council authorize Staff to open and evaluate the single bid received for the West Street Reconstruction at Northam Industrial Park, Cobourg and to evaluate the bid and bring forward to Council for consideration and approval.

Carried

11. PARKS AND RECREATION SERVICES

11.1 Memo from the Director of Community Services, regarding the Feasibility Analysis and Request from the Cobourg Pickleball Club for the exclusive use of Sinclair Park.

Moved by Councillor Miriam Mutton

THAT Council receive the Staff Report for information purposes, and

FURTHER THAT Council thanks the Cobourg Pickleball Club for their proposal, and respectfully requests that the Club develop pickleball court site selection criteria based on industry best practices to demonstrate due

diligence to the community, a noise mitigation plan, a detailed business case, and financing plan for further consideration.

Amended

Moved by Deputy Mayor Nicole Beatty

MOTION TO AMEND

THAT the following wording be added to replace the recommended action:

THAT Council receive the delegations for information purposes; and

FURTHER THAT Council direct the Community Services Division to draft a Memorandum of Understanding (MOU) with the Cobourg Pickle Ball Club to determine the scope, costs and responsibilities of each party for the future development of pickleball courts at the Cobourg Community Centre.

Carried

Moved by Councillor Miriam Mutton

THAT Council receive the delegations for information purposes; and

FURTHER THAT Council direct the Community Services Division to draft a Memorandum of Understanding (MOU) with the Cobourg Pickle Ball Club to determine the scope, costs and responsibilities of each party for the future development of pickleball courts at the Cobourg Community Centre.

Carried

12. PROTECTION SERVICES

12.1 Memo from the Fire Chief regarding the Purchase of Fire Department Vehicle.

Moved by Councillor Aaron Burchat

THAT Council receive the staff report for information purposes; and

FURTHER THAT Council grants permission to purchase the pick-up truck in 2023, instead of 2024 as previously scheduled, to enhance the capacity for Cobourg Fire to respond to increasing community need, utilizing 2023

Capital Budget savings of \$40,000 from the reduced amount of \$20,000 from the Vehicle and Equipment Reserve.

Carried

13. **ARTS CULTURE AND TOURISM SERVICES**

14. **UNFINISHED BUSINESS**

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

15.1 Open Forum

16. **ADJOURNMENT**

Chair Deputy Mayor Beatty Adjourned the meeting at 6:32 P.M.

Carried

Mayor L. Cleveland

Municipal Clerk B. Larmer