



The Corporation of The Town of Cobourg
REGULAR COUNCIL MEETING
MINUTES

December 4, 2023, 6:00 p.m.
Council Chambers, Victoria Hall, Cobourg

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

Members Absent: Deputy Mayor Nicole Beatty

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

1. **CALL TO ORDER**

Mayor Lucas Cleveland called the Meeting to Order at 6:29 P.M.

2. **ADDITIONS TO THE AGENDA**

None

3. **CLOSED SESSION**

None

4. TRADITIONAL LAND ACKNOWLEDGMENT

The Town of Cobourg respectfully acknowledge that we are located in the traditional and treaty territory of the Michi Saagiig (Mississauga) and Chippewa Nations, collectively known as the Williams Treaties First Nations, which include: Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations.

The Town of Cobourg respectfully acknowledge that the Williams Treaties First Nations have been stewards and caretakers of these lands and waters, and that today remain vigilant over their health and integrity for generations to come. We are all Treaty people.

5. DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST

5.1 Councillor Adam Bureau – Item 12.5.1 Memo from the Secretary, Board of Management of the Cobourg DBIA regarding Parking for the month of December

6. ADOPTION OF MINUTES OF PREVIOUS MEETINGS

6.1 Adoption of the November 13, 2023 Regular Council Minutes

6.2 Adoption of the November 20, 2023 Special Council Minutes

**6.3 Adoption of the November 27, 2023 Committee of the Whole Minutes
Resolution 380-2023**

Moved by Councillor Randy Barber

Seconded by Councillor Brian Darling

BE IT RESOLVED THAT the minutes of Cobourg Municipal Council be approved as presented.

Carried

7. PRESENTATIONS

None

8. DELEGATIONS

8.1 Marsha McLean, Oriana Singers regarding a request to thank Council for supporting the November 11, 2023 Remembrance Concert

Marsha McLean on behalf of Oriana Singers thanked Council for their support for the November 11, 2023 Remembrance Concert.

8.2 Don Maillet, Cobourg Saxons RFC regarding a presentation about the building of a clubhouse for the Cobourg Saxons Rugby Club at Westwoor Park

Don Maillet on behalf of the Cobourg Saxons RFC requested that Council support the building of a clubhouse for the Cobourg Saxons Rugby Club at Westwoor Park.

8.3 Terry Marrocco and John Henderson regarding King St. reconstruction financing requirements

Terry Marrocco and John Henderson requested that Council allocate reconstruction financing for King St.

8.4 Mary Flynn-Guglietti, DePalma Developments Limited regarding the DePalma Road Extension Agreement

Mary Flynn-Guglietti, on behalf of DePalma Developments Limited requested that Council amend the DePalma Road Extension Agreement.

9. DELEGATION ACTIONS

9.1 Marsha McLean, Oriana Singers

Resolution 381-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Aaron Burchat

THAT Council receive the delegation from Marsha McLean, Oriana Singers regarding a request to thank Council for supporting the November 11, 2023 Remembrance Concert for information purposes.

Carried

9.2 Don Maillet, Cobourg Saxons RFC

Resolution 382-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Miriam Mutton

THAT Council receive the delegation from Don Maillet, Cobourg Saxons RFC regarding a presentation about the building of a clubhouse for the Cobourg Saxons Rugby Club at Westwood Park for information purposes; and

FURTHER THAT Council refer the delegation to the 2024 Budget Deliberations and to direct staff to create a partnership with the Director of Community Services.

Carried

9.3 Terry Marrocco and John Henderson

Resolution 383-2023

Moved by Councillor Brian Darling

Seconded by Councillor Miriam Mutton

THAT Council receive the delegation from Terry Marrocco and John Henderson regarding King St. reconstruction financing requirements for information purposes; and

FURTHER THAT Council forward the delegation request to the 2024 budget deliberations.

Carried

9.4 Mary Flynn-Guglietti, DePalma Developments Limited

Resolution 384-2023

Moved by Councillor Brian Darling

Seconded by Councillor Randy Barber

THAT Council receive without comment and the delegation from Mary Flynn-Guglietti, DePalma Developments Limited regarding the DePalma Road Extension Agreement for information purposes and forward to Staff.

Carried

10. CONSENT AGENDA – CORRESPONDENCE

- 10.1 Correspondence from Carol Leighton regarding Active Drug Use at the Porta Potties by the Frink**
- 10.2 Correspondence from Lydia Smith regarding the Welcoming Streets and Neighborhoods Pilot program**
- 10.3 Correspondence from Keith Simpson regarding Lawlessness and Homelessness in Cobourg**
- 10.4 Correspondence from Jennifer Mack and David Moore regarding the Bus shelter at King and College**
- 10.5 Correspondence from Gail Rayment regarding the Accessible Parking Issue**
- 10.6 Correspondence from Irina Vanden Bosch regarding Advocacy for the Continuation of the IB Program in Cobourg**
- 10.7 Correspondence from Donna Vanderwater regarding Parking on Sundays**
- 10.8 Correspondence from County of Prince Edward and Loyalist Township regarding support for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule**
- 10.9 Correspondence from Town of Aylmer regarding Provincial consideration for amendments to the Residential Tenancies Act**
- 10.10 Correspondence from the Municipality of South Bruce regarding Ontario Association of Sewage Industry Services**
- 10.11 Correspondence from the Township of Coleman regarding Conservation Officer Reclassification**
- 10.12 Correspondence from St. Michael's Cemetery Board regarding Storm Sewer Charges**
- 10.13 Correspondence from Ganaraska Region Conservation Agency regarding an Exemption from Stormwater Charges**
- 10.14 Correspondence from the Municipality of Tweed regarding Funding Grant Programs**
- 10.15 Correspondence from Adam White regarding An Accessible On-Demand Transit Service**

Resolution 385-2023

Moved by Councillor Brian Darling

Seconded by Councillor Randy Barber

THAT Council receive all correspondence for information purposes.

Carried

11. ITEMS EXTRACTED FROM CONSENT AGENDA

None

12. REPORTS

12.1 General Government Services

**12.1.1 Memo from Deputy Clerk/Manager, Legislative Services
regarding the 2024 Council Meeting Schedule**

Resolution 386-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Randy Barber

THAT Council receive the Staff Report for information purposes;
and

FURTHER THAT Council approve the 2024 Council Meeting
Schedule as presented, which was endorsed at the Special Council
Meeting on November 20, 2023, included as Attachment 1 to the
Staff Report.

Carried

12.2 Planning and Development Services

None

12.3 Public Works Services

None

12.4 Parks and Recreation Services

None

12.5 Protection Services

Having declared an interest, Councillor Adam Bureau did not participate and did not vote in the consideration of Item 12.5.1.

12.5.1 Memo from the Secretary, Board of Management of the Cobourg DBIA regarding Parking for the month of December Resolution 387-2023

Moved by Councillor Brian Darling
Seconded by Councillor Miriam Mutton

THAT Council receive the memo from the Board of Management of the Cobourg DBIA; and

FURTHER THAT Council direct staff to implement a two (2) hour grace period for the metered street parking during the holiday season starting on December 1st until December 31st; and

FURTHER THAT this recommendation be implemented annually for the next five (5) Decembers ending December 31, 2027.

Carried

12.6 Arts, Culture and Tourism Services

None

13. MOTIONS

13.1 General Government Services

13.1.1 Motion from the Committee of the Whole regarding the 2024 Budget Schedule

Resolution 388-2023

Moved by Councillor Miriam Mutton
Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a Memo from Director of Corporate Services / Treasurer regarding 2024 Budget Schedule.

NOW THEREFORE BE IT RESOLVED THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council endorse the 2024 Budget Schedule and corresponding Community Engagement recommendations; and

FURTHER THAT Council approve the following dates for the 2024 budget considerations:

Public Meeting

December 4, 2023, at 5:00 p.m. (For Community Grant Presentations to Council)

Public Meeting

December 11, 2023, at 5:00 p.m. (For public budget submissions by members of the public)

Special Meeting

December 12 and 13, 2023, at 1:00 p.m. (Divisional Staff Budget Presentation)

Strategic Priorities and Policy Standing Committee Meeting

January 9, 2024, at 9:00 a.m. (Full-Detailed Budget Review)

Regular Council Meeting

January 31, 2024, at 6:00 p.m. (Tentative Final Budget Approval Date)

FURTHER THAT Council direct Staff to release to Council and the Public the 2024 draft budget on December 14, 2023.

Carried

13.1.2 Motion from the Committee of the Whole regarding Non-Union Compensation Review

Resolution 389-2023

Moved by Councillor Randy Barber

Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a Memo from Manager of Human Resources regarding Non-Union Compensation Review.

NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to proceed with expediting the 2024 Non-Union Compensation Review to begin in 2023; and

FURTHER THAT the Non-Union Compensation Review be funded through the 2023 Human Resources (HR) Contingency Budget for an amount not to exceed \$30,000; and

FURTHER THAT the recommendations of the Compensation Review will be brought back to Council for review and consideration.

Carried

13.1.3 Motion from the Committee of the Whole regarding Water and Wastewater Rates – January 1, 2024

Resolution 390-2023

Moved by Councillor Aaron Burchat

Seconded by Councillor Brian Darling

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a Memo from Director of Corporate Services/Treasurer regarding Water and Wastewater Rates – January 1, 2024.

NOW THEREFORE BE IT RESOLVED THAT Council receive the staff report for information purposes; and

FURTHER THAT Council authorize the preparation of a by-law be presented to Council at a Regular Council Meeting to increase both the monthly base charge and consumptive rate charge of the Water and Wastewater Rates in accordance with the schedules provided in the 2020 Town of Cobourg Water and Wastewater Rate Study as prepared by Watson and Associates Economists Ltd. and adopted by Council Resolution 010-21 dated January 11, 2021; and

FURTHER THAT Council direct Staff to review the Rate Study in 2024 to make any necessary adjustments and refer the costs to the 2024 Budget Deliberations.

Carried

**13.1.4 Motion from the Committee of the Whole regarding the
Customer Service Strategy Update and Preliminary Steps**

Resolution 391-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a Memo from the Town Clerk/Director, Legislative Services regarding Customer Service Strategy Update and Preliminary Steps.

NOW THEREFORE BE IT RESOLVED THAT Council receive the staff report for information purposes; and

FURTHER THAT Council endorse the introduction of a Centralized Customer Services Desk located within the front foyer of Victoria Hall in the current location of the existing Security Desk at a cost of \$15,000 to be funded through the 2023 approved capital budget for Victoria Hall renovations and upgrades; and

FURTHER THAT Council direct Staff to work with the Heritage Planner and the Victoria Hall Volunteers and Victoria Hall Maintenance Trust on the selection of the Colour finishes for the Centralized Customer Services Desk to ensure the desk is complimentary to the foyer and the previous agreed upon coloring of the current desk that is in Victoria Hall; and

FURTHER THAT Council direct staff to engage the design of the Centralized Customer Services Desk with the Town of Cobourg Accessibility Advisory Committee.

Carried

13.2 Planning and Development Services

13.2.1 Motion from the Committee of the Whole regarding a delegation from Brian Marling, Neighbourhood Dominion Lending Centres, Cobourg regarding a request to waive fees for rezoning of 9 James Street East

Resolution 392-2023

Moved by Councillor Randy Barber

Seconded by Councillor Brian Darling

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a delegation from Brian Marling, Neighbourhood Dominion Lending Centres, Cobourg regarding a request to waive fees for rezoning of 9 James Street East.

NOW THEREFORE BE IT RESOLVED THAT Council receive the Delegation from Brian Marling, Neighbourhood Dominion Lending Centres, Cobourg regarding a request to waive fees for rezoning of 9 James Street East for information purposes; and

FURTHER THAT Council respectfully deny the delegate's request.

Carried

13.2.2 Motion from the Committee of the Whole regarding a delegation from Cory Harris, Ganaraska Region Conservation Authority regarding an overview of the GRCA's Floodplain Mapping Update Implementation Plan

Resolution 393-2023

Moved by Councillor Miriam Mutton

Seconded by Councillor Randy Barber

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a delegation from Cory Harris, Ganaraska Region Conservation Authority regarding an overview of the GRCA's Floodplain Mapping Update Implementation Plan.

NOW THEREFORE BE IT RESOLVED THAT Council receive the delegation from Cory Harris, Ganaraska Region Conservation Authority regarding an overview of the GRCA's Floodplain Mapping Update Implementation Plan for information purposes; and

FURTHER THAT Council refer the request from the GRCA to staff on floodplain mapping updates to the 2024 Budget deliberations.

Carried

13.3 Public Works Services

None

13.4 Parks and Recreation Services

None

13.5 Protection Services

None

13.6 Arts, Culture and Tourism Services

13.6.1 Motion from the Committee of the Whole regarding the RCMP Musical Ride Show – Donegan Park – Saturday, June 22, 2024

Resolution 394-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole meeting on November 27, 2023, Council considered a Memo from Manager, Culture, Events & Tourism regarding RCMP Musical Ride Show – Donegan Park – Saturday, June 22, 2024.

NOW THEREFORE BE IT RESOLVED THAT Council receive the staff report for information purposes; and

FURTHER THAT Council approve an expense envelope of \$20,000 (\$17,485 plus contingency), with a planned cost recovery of - \$20,000 through ticket sales, in advance of the 2024 budget deliberations in support of the Royal Canadian Mounted Police (the “RCMP”) Musical Ride event to be held in Cobourg on Saturday, June 22, 2024; and

FURTHER THAT Council request a financial report be brought back to Council on the success of the event monetarily.

Carried

14. **BYLAWS**

14.1 By-law No. 086-2023 being a By-law to establish water rates and wastewater rates upon the owners or occupants of lands and premises connected to municipal water mains and sanitary sewers within the Town of Cobourg.

14.2 By-law No. 087-2023 being a By-law to authorize execution of a road extension agreement for the road known as DePalma Drive

Resolution 395-2023

Moved by Councillor Randy Barber

Seconded by Councillor Aaron Burchat

BE IT RESOLVED THAT leave be granted to introduce By-law No.086-2023 to By-law No.087-2023 and to dispense with the reading of the bylaw 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

14.3 By-law No. 085-2023 being a By-law to establish the rules of order and procedures for municipal council and committee meetings of the Corporation of the Town of Cobourg and to repeal by-law 009-2019.

Resolution 396-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Randy Barber

BE IT RESOLVED THAT leave be granted to introduce By-law No.085-2023 to dispense with the reading of the bylaw 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

- 14.4 By-law No. 088-2023 being a By-law to delegate authority for the provision of powers under the Planning Act and Condominium Act to staff of the Corporation of the Town of Cobourg.**

Resolution 397-2023

Moved by Councillor Aaron Burchat

Seconded by Councillor Brian Darling

BE IT RESOLVED THAT leave be granted to introduce By-law No. 088-2023 and to dispense with the reading of the bylaw 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

15. NOTICE OF MOTION

- 15.1 Notice of Motion from Councillor Mutton regarding Repurposing of the Existing Golden Plough Lodge**

Resolution 398-2023

Moved by Councillor Miriam Mutton

Seconded by Councillor Aaron Burchat

THAT Council receive the Notice of Motion for information purposes; and

FURTHER THAT the Notice of Motion be referred to the January 31, 2024 Regular Council Meeting for discussion.

Defeated

16. COUNCIL ANNOUNCEMENTS

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

Members of Council presented verbal reports on matters within their respective areas of responsibility.

17. UNFINISHED BUSINESS

None

18. **CONFIRMATORY BY-LAW**

18.1 **By-law 089-2023 being a By-law to confirm the proceedings of the Council Meeting of December 4, 2023.**

Resolution 399-2023

Moved by Councillor Adam Bureau

Seconded by Councillor Aaron Burchat

THAT leave be granted to introduce By-law 089-2023 and to dispense with the reading of the By-law by the Municipal Clerk to confirm the proceedings of Council of the Town of Cobourg at its Regular Council Meeting held on December 4, 2023 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**

Mayor Lucas Cleveland adjourned the meeting at 7:45 P.M.

Lucas Cleveland, Mayor

Brent Larmer, Clerk