



**The Corporation of The Town of Cobourg**  
**Regular Council Meeting**  
**Minutes**

**January 31, 2024, 6:00 p.m.**  
**Council Chambers, Victoria Hall, Cobourg**

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

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

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**1. Call to Order**

Mayor Lucas Cleveland called the Meeting to Order at 4:05 p.m.

**2. Introduction of Addendum Items**

**2.1 Item 14.1 Correspondence from Alyson King regarding the Relocation of Transition House to 310 Division St.**

**2.2 Item 14.1 Correspondence from Suzanne Thorne regarding Concerns and Suggestions Regarding 310 Division St. Cobourg as the New Transition House**

- 2.3 **Item 14.2 Correspondence from Northumberland Federation of Agriculture regarding Stormwater Charges**
- 2.4 **Item 14.2 Presentation from Jason Ducharme regarding Stormwater Charges**
- 2.5 **Item 14.3 Presentation from Adam White regarding the Proposed Limited Fixed Transit Route**
- 2.6 **Item 14.3 Correspondence from Robert and Brenda Picard regarding Lifeguards at Cobourg Beach**
- 2.7 **Item 14.5 Presentation from Greg Campbell, Business Manager, Jacqueline Pennington Real Estate regarding Report No. DS-2024-002**
- 2.8 **Item 14.5 Correspondence from DBIA regarding Report No. DS-2024-002**
- 2.9 **Item 16.1 Notice of Motion from Mayor Lucas Cleveland regarding Parking Rules, Regulations, and Fines in Cobourg**

**Moved by** Councillor Randy Barber  
**Seconded by** Councillor Aaron Burchat

THAT Council add the addendum items to the agenda.

**Carried**

3. **Confirmation of Agenda**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Brian Darling

That Council confirm the agenda, as amended.

**Carried**

**4. Resolution to Move into Closed Session**

**Moved by** Councillor Aaron Burchat

**Seconded by** Deputy Mayor Nicole Beatty

THAT Council meet in Closed Session in accordance with the *Municipal Act, 2001* regarding:

- advice that is subject to solicitor-client privilege, including communications necessary for that purpose (s. 239 (2) (f)).

**Carried**

***Councillor Adam Bureau left the meeting at 6:01 p.m.***

**5. Reconvene into Open Meeting**

Council reconvened into Open Meeting at 6:19 P.M.

**6. Traditional Land Acknowledgement**

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.

**7. Disclosure of Pecuniary (Financial) Interest**

Councillor Aaron Burchat declared an interest with regard to Item 14.1 Delegation, Dr. Hillary Allen & Mr. Jeff Crowley, regarding 310 Division Street - An Opportunity for Community Integration as his company is installing the security cameras for 310 Division Street.

**8. Items Arising from Closed Session**

**8.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**

There were no items arising from the Closed Meeting.

**8.2 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose**

Council directed Staff to proceed as discussed.

**8.3 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose**

There were no items arising from the Closed Meeting.

**9. Adoption of Minutes**

**9.1 Adoption of the December 4, 2023 Special Council Minutes**

**9.2 Adoption of the December 4, 2023 Regular Council Minutes**

**9.3 Adoption of the December 5, 2023 Public Council Minutes**

**9.4 Adoption of the December 4, 2023 Municipal Community Grants Submissions Minutes**

**9.5 Adoption of the December 11, 2023 Municipal Community Grants Submissions Minutes**

**9.6 Adoption of the December 12, 2023 Divisional Staff Presentation Minutes**

**9.7 Adoption of the December 13, 2023 Divisional Staff Presentation Minutes**

**9.8 Adoption of the January 9, 2024 Special Council Minutes**

**9.9 Adoption of the January 18, 2024 Special Council Minutes**

**9.10 Adoption of the January 10, 2024 Community Services, Protection, and Economic Development Standing Committee Minutes**

**9.11 Adoption of the January 18, 2024 Strategic Priorities and Policy Standing Committee Minutes**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Brian Darling

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

THAT the minutes of the Cobourg Standing Committees be received for information purposes.

**Carried**

- 9.12 **Adoption of the January 9, 2024 Strategic Priorities and Policy Standing Committee Minutes**
- 9.13 **Adoption of the January 10, 2024 Public Works, Planning and Development Standing Committee Minutes**
- 9.14 **Adoption of the January 11, 2024 Corporate, Finance, and Legislative Standing Committee Minutes**

**Moved by** Councillor Randy Barber  
**Seconded by** Deputy Mayor Nicole Beatty

THAT the minutes of the Cobourg Standing Committees be received for information purposes.

**Carried**

10. **Community Announcements**

None

11. **Delegations**

- 11.1 **Michelle Haney-Kileeg and William Lambert on behalf of the Canadian Fire Fighters Museum regarding an update on actions taken since June 2023.**

**Moved by** Councillor Brian Darling  
**Seconded by** Deputy Mayor Nicole Beatty

THAT Council receive the delegation from Michelle Haney-Kileeg and William Lambert on behalf of the Canadian Fire Fighters Museum regarding an update on actions taken since June 2023 for information purposes.

**Carried**

12. **Outside Presentation / Information from Advisory Committees or Task Forces**

None

**13. Consent Agenda**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

THAT Council adopt the following recommendations from the Standing Committees contained within the consent agenda as a single motion:

**13.1 Strategic Priorities and Policy Standing Committee**

**13.1.1 Paul Vandegraaf, Cobourg Police Chief, and Ronald Kerr, Cobourg Police Services Board Chair, regarding the 2024 Cobourg Police Services Operating and Capital Budgets Presentation**

WHEREAS at the Strategic Priorities and Policy Standing Committee meeting on January 9, 2024, the Committee considered a presentation from Cobourg Police Services regarding the 2024 Cobourg Police Services Operating and Capital Budgets.

NOW THEREFORE BE IT RESOLVED THAT Council receive the presentation from Cobourg Police Services regarding the 2024 Operating and Capital Budgets for information purposes.

**13.1.2 Report No. LS-2024-002 from the Town Clerk/Director, Legislative Services, regarding the 2024 Budget Referral Items – 2024 Budget Deliberations**

WHEREAS at the Strategic Priorities and Policy Standing Committee meeting on January 9, 2024, the Committee considered Report No. LS-2024-002 from Town Clerk/Director, Legislative Services, regarding the 2024 Budget Referral Items – 2024 Budget Deliberations.

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

**13.1.3 Report No. CAO-2024-001 from the Chief Administrative Officer regarding New Staff Positions Priority Listing – 2024 Budget**

WHEREAS at the Strategic Priorities and Policy Standing Committee meeting on January 18, 2024, the Committee considered Report No. CAO-2024-001 from the Chief Administrative Officer regarding New Staff Positions Priority Listing – 2024 Budget.

NOW THEREFORE BE IT RESOLVED THAT Council receive this report for information purposes as requested by Strategic Priorities and Policy Standing Committee at the January 9<sup>th</sup>, 2024, meeting.

**13.2 Community Services, Protection, and Economic Development Standing Committee**

**13.2.1 Report No. COMM-2024-001 from Director, Community Services regarding Ganaraska Region Conservation Authority MOU**

WHEREAS at the Community Services, Protection, and Economic Development Standing Committee meeting on January 10, 2024, the Committee considered Report No. COMM-2024-001 from Director, Community Services regarding Ganaraska Region Conservation Authority MOU.

NOW THEREFORE BE IT RESOLVED THAT Council receive this report for information; and

FURTHER THAT Council enact a bylaw to enter into a Memorandum of Understanding with the Ganaraska Region Conservation Authority for services rendered to the Town of Cobourg; and

FURTHER THAT Council approves the MOU effective to January 1, 2024, so as to reflect the full fiscal year of the GRCA and ensure compliance with O.Reg 687/21 under the Conservation Authorities Act.

**13.3 Public Works, Planning, and Development Standing Committee**

**13.3.1 Memo from the Accessibility Advisory Committee regarding 2024 Accessible Transit Recommendations**

WHEREAS at the Public Works, Planning, and Development Standing Committee meeting on January 10, 2024, the Committee considered a memo from the Accessibility Advisory Committee regarding 2024 Accessible Transit Recommendations.

NOW THEREFORE BE IT RESOLVED THAT Council receive the memo from the Accessibility Advisory Committee regarding 2024 Accessible Transit Recommendations for information purposes.

**13.3.2 Memo from Heritage Advisory Committee regarding Sign By-law and Heritage Signage Guidelines**

WHEREAS at the Public Works, Planning, and Development Standing Committee meeting on January 10, 2024, the Committee considered a memo from the Heritage Advisory Committee regarding Sign By-law and Heritage Signage Guidelines.

NOW THEREFORE BE IT RESOLVED THAT Council receive the memo from the Heritage Advisory Committee regarding the sign by-law and heritage signage guidelines for information purposes.

**13.4 Corporate, Finance, and Legislative Standing Committee**

**13.4.1 Report No. LS-2024-005 from the Town Clerk/Director, Legislative Services, regarding Marriage License and Civil Marriage Solemnization Fee Increase**

WHEREAS at the Corporate, Finance, and Legislative Standing Committee meeting on January 11, 2024, the Committee considered Report No. LS-2024-005 from the Town Clerk/Director, Legislative Services, regarding Marriage License and Civil Marriage Solemnization Fee Increase.

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

FURTHER THAT Council enact a by-law to amend the Town Fees and Charges By-law to adjust the Marriage Licences fee to \$150.00 and the Marriage Ceremonies fee to \$400.00, and a fee be included for witnesses to Civil Ceremonies in the amount of \$25.00 per witness.

**Carried**



14. **Items Extracted from Consent Agenda**

***Having declared an interest Councillor Aaron Burchat left the meeting at 6:30 p.m.***

**14.1 Delegation, Dr. Hillary Allen & Mr. Jeff Crowley, regarding 310 Division Street - An Opportunity for Community Integration**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Randy Barber

WHEREAS at the Community Services, Protection, and Economic Development Standing Committee meeting on January 10, 2024, the Committee considered a delegation from Dr. Hillary Allen & Mr. Jeff Crowley regarding 310 Division Street - An Opportunity for Community Integration.

NOW THEREFORE BE IT RESOLVED THAT Council refer the petition from Dr. Hillary Allen & Mr. Jeff Crowley regarding 310 Division Street - An Opportunity for Community Integration to staff for a report back to Regular Council for comment on the proposed recommendations contained in the delegation; and

FURTHER THAT Council also direct Staff to include in the report back a review on the amendment of various Municipal By-laws that would enhance the ability to enforce nuisance related incidents on all municipal property, and to specifically include a provision on the prohibition of consuming illegal drugs in a public place and loitering in public places; and

FURTHER THAT Council direct Staff to reach out to the Transition Board to request that a Cobourg Council Member sit on the Transition Board of Directors as a Liaison Member with information on the request to be included in the Staff Report back to Regular Council.

**Amended**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Randy Barber

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council direct staff to prepare a report that analyzes the Town of Whitby and Durham Region Social Services Agreement to understand the structure, responsibilities, and outcomes from the collaboration; and

FURTHER THAT the staff report includes an analysis of the costs, roles and responsibilities that the Town of Cobourg would have in and the community management related to the housing and shelter services being proposed for 310 Division Street, Cobourg; and

FURTHER THAT Cobourg Council send a letter to Northumberland County and Transition House requesting them to meet with Town of Cobourg staff to establish an agreement with the municipality to address the management of 310 Division Street; and

FURTHER THAT Cobourg Council direct staff to send a letter of request to all other lower-tiered municipalities in Northumberland asking for written support to County Council in the Town of Cobourg's request for an agreement;

FURTHER THAT Council direct Staff to conduct a review and legal consideration on the ability for Council to create and implement a licensing and/or a permit system for emergency shelters through a regulatory by-law in the Town of Cobourg that provides elements of protection, health and safety and nuisance control in the location and operation of an emergency shelter.

**Carried**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Randy Barber

WHEREAS at the Community Services, Protection, and Economic Development Standing Committee meeting on January 10, 2024, the Committee considered a delegation from Dr. Hillary Allen & Mr. Jeff Crowley regarding 310 Division Street - An Opportunity for Community Integration.

NOW THEREFORE BE IT RESOLVED THAT Council refer the petition from Dr. Hillary Allen & Mr. Jeff Crowley regarding 310 Division Street - An Opportunity for Community Integration to staff for a report back to Regular Council for comment on the proposed recommendations contained in the delegation; and

FURTHER THAT Council also direct Staff to include in the report back a review on the amendment of various Municipal By-laws that would enhance the ability to enforce nuisance related incidents on all municipal property, and to specifically include a provision on the prohibition of consuming illegal drugs in a public place and loitering in public places; and

FURTHER THAT Council direct Staff to reach out to the Transition Board to request that a Cobourg Council Member sit on the Transition Board of Directors as a Liaison Member with information on the request to be included in the Staff Report back to Regular Council; and

FURTHER THAT Council direct staff to prepare a report that analyzes the Town of Whitby and Durham Region Social Services Agreement to understand the structure, responsibilities, and outcomes from the collaboration; and

FURTHER THAT the staff report includes an analysis of the costs, roles and responsibilities that the Town of Cobourg would have in and the community management related to the housing and shelter services being proposed for 310 Division Street, Cobourg; and

FURTHER THAT Cobourg Council send a letter to Northumberland County and Transition House requesting them to meet with Town of Cobourg staff to establish an agreement with the municipality to address the management of 310 Division Street; and

FURTHER THAT Cobourg Council direct staff to send a letter of request to all other lower-tiered municipalities in Northumberland asking for written support to County Council in the Town of Cobourg's request for an agreement;

FURTHER THAT Council direct Staff to conduct a review and legal consideration on the ability for Council to create and implement a licensing and/or a permit system for emergency shelters through a regulatory by-law in the Town of Cobourg that provides elements of protection, health and safety and nuisance control in the location and operation of an emergency shelter.

**Divided**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Brian Darling

MOTION TO DIVIDE

That the motion be divided into two parts with the second part being the following:

FURTHER THAT Council direct Staff to reach out to the Transition Board to request that a Cobourg Council Member sit on the Transition Board of Directors as a Liaison Member with information on the request to be included in the Staff Report back to Regular Council; and

**Carried**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Randy Barber

WHEREAS at the Community Services, Protection, and Economic Development Standing Committee meeting on January 10, 2024, the Committee considered a delegation from Dr. Hillary Allen & Mr. Jeff Crowley regarding 310 Division Street - An Opportunity for Community Integration.

NOW THEREFORE BE IT RESOLVED THAT Council refer the petition from Dr. Hillary Allen & Mr. Jeff Crowley regarding 310 Division Street - An Opportunity for Community Integration to staff for a report back to Regular Council for comment on the proposed recommendations contained in the delegation; and

FURTHER THAT Council also direct Staff to include in the report back a review on the amendment of various Municipal By-laws that would enhance the ability to enforce nuisance related incidents on all municipal property, and to specifically include a provision on the prohibition of consuming illegal drugs in a public place and loitering in public places; and

FURTHER THAT Council direct staff to prepare a report that analyzes the Town of Whitby and Durham Region Social Services Agreement to understand the structure, responsibilities, and outcomes from the collaboration; and

FURTHER THAT the staff report includes an analysis of the costs, roles and responsibilities that the Town of Cobourg would have in and the community management related to the housing and shelter services being proposed for 310 Division Street, Cobourg; and

FURTHER THAT Cobourg Council send a letter to Northumberland County and Transition House requesting them to meet with Town of Cobourg staff to establish an agreement with the municipality to address the management of 310 Division Street; and

FURTHER THAT Cobourg Council direct staff to send a letter of request to all other lower-tiered municipalities in Northumberland asking for written support to County Council in the Town of Cobourg's request for an agreement;

FURTHER THAT Council direct Staff to conduct a review and legal consideration on the ability for Council to create and implement a licensing and/or a permit system for emergency shelters through a regulatory by-law in the Town of Cobourg that provides elements of protection, health and safety and nuisance control in the location and operation of an emergency shelter.

**Carried**

The second part of the divided motion did not receive a seconder and thus is not included in the minutes.

***Following the consideration of item 14.1 Councillor Aaron Burchat returned to the meeting at 7:35 p.m.***

**14.2 Delegation, Colline Bell, and Woodward Family, regarding the Stormwater Charges and to present recommendations and Community Petition**

**Moved by** Councillor Brian Darling

**Seconded by** Deputy Mayor Nicole Beatty

WHEREAS at the Public Works, Planning, and Development Standing Committee meeting on January 10, 2024, the Committee considered a delegation from Colline Bell and the Woodward Family regarding Stormwater Charges and to present recommendations and Community Petition.

NOW THEREFORE BE IT RESOLVED THAT Council receive the petition from Colline Bell and Woodward family regarding Stormwater Charges for information purposes; and

FURTHER THAT Council direct Staff to review the suggested \$200.00 residential cap and report back on impacts to stormwater revenue.

**Amended**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Aaron Burchat

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council direct Staff to engage the authoring consultant to review the stormwater rate study and report back to Council with alternative approaches; and

FURTHER THAT Council recognize and acknowledge the following members of the public that submitted correspondence and/or spoke at the Regular Council Meeting, to be considered by Staff and the Consultant in their review:

- Colline Bell
- Steven Woodward
- Andrew Fergusson
- Peter Delanty
- Allan Carruthers / Paul Burnham on behalf of Northumberland Federation of Agriculture
- Jason Ducharme
- Resident of 1032 Elgin Street
- Tony Farren

**Carried**

**Moved by** Councillor Brian Darling  
**Seconded by** Deputy Mayor Nicole Beatty

WHEREAS at the Public Works, Planning, and Development Standing Committee meeting on January 10, 2024, the Committee considered a delegation from Colline Bell and the Woodward Family regarding Stormwater Charges and to present recommendations and Community Petition.

NOW THEREFORE BE IT RESOLVED THAT Council receive the petition from Colline Bell and Woodward family regarding Stormwater Charges for information purposes; and

FURTHER THAT Council direct Staff to review the suggested \$200.00 residential cap and report back on impacts to stormwater revenue; and

FURTHER THAT Council direct Staff to engage the authoring consultant to review the stormwater rate study and report back to Council with alternative approaches; and

FURTHER THAT Council recognize and acknowledge the following members of the public that submitted correspondence and/or spoke at the Regular Council Meeting, to be considered by Staff and the Consultant in their review:

- Colline Bell
- Steven Woodward
- Andrew Fergusson
- Peter Delanty
- Allan Carruthers / Paul Burnham on behalf of Northumberland Federation of Agriculture
- Jason Ducharme
- Resident of 1032 Elgin Street
- Tony Farren

**Carried**

***Council recessed at 9:07 p.m. and reconvened at 9:22 p.m.***

#### **14.3 2024 Operating and Capital Budget Review**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Brian Darling

WHEREAS at the Strategic Priorities and Policy Standing Committee meetings on January 9 and 18, 2024, the Committee considered the 2024 Town of Cobourg Operating and Capital Budget recommendations.

NOW THEREFORE BE IT RESOLVED THAT Council approve as amended the 2024 Capital Budget in the amount of \$11,024,488; and

FURTHER THAT Council approve as amended the Draft 2024 Operating Budget with the Municipal Levy of \$30,944,896 which represents a 9.91% increase over the 2023 Operating Budget and an 8.06% net increase after allowing for New Assessment Growth of 1.85%.

**Amended**

***Mayor Lucas Cleveland relinquished the position of Chair to Deputy Mayor Nicole Beatty at 9:42 p.m.***

**Moved by** Mayor Lucas Cleveland  
**Seconded by** Councillor Randy Barber

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council direct staff to amend the 2024 Budget to include the full year costing of all new or current vacant positions proposed for 2024.

***Recorded vote requested by Mayor Lucas Cleveland***

YES (2): Mayor Lucas Cleveland, Councillor Randy Barber

NO (4): Councillor Brian Darling, Councillor Aaron Burchat, Councillor Miriam Mutton, Deputy Mayor Nicole Beatty

**Defeated (2 to 4)**

**Moved by** Councillor Aaron Burchat  
**Seconded by** Councillor Miriam Mutton

WHEREAS subsection 5.9 a) of Procedural By-law 085-2023 provides that a motion passed by a majority of the Members present is required to continue a Meeting of Council past four (4) hours.

NOW THEREFORE BE IT RESOLVED THAT Council extend the meeting until all items are duly considered and disposed of to the completion of the agenda.

**Carried**



**Moved by** Mayor Lucas Cleveland  
**Seconded by** Councillor Aaron Burchat

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council introduce a 1% dedicated Infrastructure Levy for this and future budgets that will be tied with the Town's Assessment Management Planning to reduce the shortfall in our reserves and infrastructure savings until such time when our Asset management funding gap is fully realized, and a fulsome plan formulated.

***Recorded vote requested by Mayor Lucas Cleveland***

YES (2): Mayor Lucas Cleveland, Councillor Randy Barber

NO (4): Councillor Brian Darling, Councillor Aaron Burchat, Councillor Miriam Mutton, Deputy Mayor Nicole Beatty,

**Defeated (2 to 4)**

**Moved by** Mayor Lucas Cleveland  
**Seconded by** Councillor Aaron Burchat

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council direct Staff to remove the Communications Coordinator from the combined position with the Council Administrator.

**Carried**

**Moved by** Mayor Lucas Cleveland  
**Seconded by** Councillor Miriam Mutton

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council only approve \$30,000 in Community Grants funding without specific grant allocations to community organizations in the 2024 Operating Budget, and

FURTHER THAT Council direct Staff to bring forward a report to Council on individual memorandum of understandings (MOU) on long-term in-kind grant request recipients to eliminate the yearly grant requests from these groups to be brought back for Council approval; and

FURTHER THAT Council direct Staff to bring back each community grant application and supporting materials separately who are outside of the long-term in-kind grant recipients for an individual vote on funding approval by Council for each application.

**Carried**

***Deputy Mayor Nicole Beatty relinquished the position of Chair to Mayor Lucas Cleveland at 10:25 p.m.***

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Brian Darling

WHEREAS at the Strategic Priorities and Policy Standing Committee meetings on January 9 and 18, 2024, the Committee considered the 2024 Town of Cobourg Operating and Capital Budget recommendations.

NOW THEREFORE BE IT RESOLVED THAT Council approve as amended the 2024 Capital Budget in the amount of \$11,024,488; and

FURTHER THAT Council approve as amended the Draft 2024 Operating Budget with the Municipal Levy of \$30,944,896 which represents a 9.91% increase over the 2023 Operating Budget and an 8.06% net increase after allowing for New Assessment Growth of 1.85%; and

FURTHER THAT Council direct Staff to remove the Communications Coordinator from the combined position with the Council Administrator; and

FURTHER THAT Council only approve \$30,000 in Community Grants funding without specific grant allocations to community organizations in the 2024 Operating Budget, and

FURTHER THAT Council direct Staff to bring forward a report to Council on individual memorandum of understandings (MOU) on long-term in-kind grant request recipients to eliminate the yearly grant requests from these groups to be brought back for Council approval; and

FURTHER THAT Council direct Staff to bring back each community grant application and supporting materials separately who are outside of the long-term in-kind grant recipients for an individual vote on funding approval by Council for each application.

**Carried**

***Mayor Lucas Cleveland relinquished the position of Chair to Deputy Mayor Nicole Beatty at 9:42 p.m.***

**14.4 Report No. DS-2024-002 from the Director, Planning and Development and Planner II (Heritage) regarding Further Information on Heritage Permit #HP-2023-023 (17 King Street East)**

***Council consented to considering Report No. DS-2024-002 next.***

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Aaron Burchat

WHEREAS at the Public Works, Planning, and Development Standing Committee meeting on January 10, 2024, the Committee considered Report No. DS-2024-001 from Planner II (Heritage) regarding HP – 2023 – 023 (17 King Street East) – Proposed Internally Illuminated Signage for Jacqueline Pennington Real Estate Brokerage Office; and

WHEREAS the Committee referred Report No. DS-2024-001 to Council to consider the Staff recommendation on the denial of the Heritage Permit Application; and

WHEREAS the Committee directed Staff to provide further information on exemptions or considerations and the implications for the approval of Heritage Permit #HP-2023-023 at the January 31, 2024 Regular Council meeting.

NOW THEREFORE BE IT RESOLVED THAT Council grant an exemption to the Sign By-law #8-2009, as amended, to Jacqueline Pennington Real Estate Corporation, to facilitate the erection of one (1) 40" by 209" internally illuminated fascia sign consisting of a sign box with an aluminum panel and raised "push-thru" acrylic lettering, illuminated from within using LED technology; and

THAT Heritage Permit application #HP-2023-023, as submitted by Jacqueline Pennington Real Estate Corporation, be approved.

**Carried**

#### **14.5 2024 Environmental Services Operating and Capital Budget Review**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

WHEREAS at the Strategic Priorities and Policy Standing Committee meeting on January 18, 2024, the Committee considered the 2024 Environmental Services Operating and Capital Budget Review.

NOW THEREFORE BE IT RESOLVED THAT Council approve as presented the 2024 Operating Budget for Environmental Services for the Town of Cobourg indicating Total Revenue of \$6,925,390 and Total Expenditures of \$5,126,810 resulting in a Net Operating Surplus of \$568,580 which will be transferred to the Sewer Rates Reserve; and

FURTHER THAT Council approve the 2024 Capital Budget for Environmental Services for the Town of Cobourg in the amount of \$1,230,000.

**Carried**

**14.6 Report No. COMM-2024-002 from Director, Community Services regarding Community Services User Fee Update**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Miriam Mutton

WHEREAS at the Strategic Priorities and Policy Standing Committee meeting on January 18, 2024, the Committee considered Report No. COMM-2024-002 from Director, Community Services regarding Community Services User Fee Update.

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

FURTHER THAT Council approve the user fee schedule presented in Attachment 2; and

FURTHER THAT Council enact a by-law to amend the Town Fees and Charges By-law to adjust the user fee schedule as shown in Attachment 2.

**Carried**

**14.7 Correspondence from the Municipality of Shuniah regarding Bill 21 - Fixing Long Term Care Amendment Act (Till Death Do Us Part)**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Randy Barber

THAT Council receive the correspondence from the Municipality of Shuniah regarding Bill 21 - Fixing Long Term Care Amendment Act (Till Death Do Us Part) for information purposes.

**Amended**

**Moved by** Councillor Miriam Mutton

**Seconded by** Councillor Aaron Burchat

MOTION TO AMEND

That the wording be replaced with the following:

That Council endorse and support the Municipality of Shuniah resolution regarding Bill 21 - Fixing Long Term Care Amendment Act (Till Death Do Us Part).

**Carried**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Randy Barber

That Council endorse and support the Municipality of Shuniah resolution regarding Bill 21 - Fixing Long Term Care Amendment Act (Till Death Do Us Part).

**Carried**

**14.8 Correspondence from the Inter-Municipal Task Force on Housing and Homelessness regarding the Draft Northumberland Inter-Municipal Task Force on Housing and Homelessness Terms of Reference**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Aaron Burchat

That Council receive the correspondence from the Inter-Municipal Task Force on Housing and Homelessness regarding the Draft Northumberland Inter-Municipal Task Force on Housing and Homelessness Terms of Reference for information purposes.

**Carried**

**14.9 Correspondence from the Ganaraska Region Conservation Authority regarding an exemption from stormwater charges for the Cobourg Conservation Area**

**Moved by** Councillor Brian Darling  
**Seconded by** Councillor Randy Barber

That Council receive the correspondence from the Ganaraska Region Conservation Authority regarding an exemption from stormwater charges for the Cobourg Conservation Area for information purposes.

**Amended**

**Moved by** Councillor Miriam Mutton  
**Seconded by** Councillor Randy Barber

MOTION TO AMEND

That the wording be replaced with the following:

WHEREAS Council has received correspondence from the Ganaraska Region Conservation Authority (GRCA) regarding an exemption from stormwater charges for the Cobourg Conservation Area; and

WHEREAS Cobourg Conservation Area, located at 700 William Street, Cobourg, contains natural hazard features such as floodplain and erosion hazards and these lands facilitate passive use and nature appreciation by all ages and families are able to visit a conservation area and have a nature-based experience with natural habitat and species.

NOW THEREFORE BE IS RESOLVED THAT the request from the GRCA Board of Directors regarding an exemption form stormwater charges be referred to staff to review in the Stormwater Review Report.

**Carried**

**Moved by** Councillor Brian Darling  
**Seconded by** Councillor Randy Barber

WHEREAS Council has received correspondence from the Ganaraska Region Conservation Authority (GRCA) regarding an exemption from stormwater charges for the Cobourg Conservation Area; and

WHEREAS Cobourg Conservation Area, located at 700 William Street, Cobourg, contains natural hazard features such as floodplain and erosion hazards and these lands facilitate passive use and nature appreciation by all ages and families are able to visit a conservation area and have a nature-based experience with natural habitat and species.

NOW THEREFORE BE IS RESOLVED THAT the request from the GRCA Board of Directors regarding an exemption form stormwater charges be referred to staff to review in the Stormwater Review Report.

**Carried**

**14.10 Correspondence from the Association of Ontario Road Supervisors regarding Potential Municipal Equipment Operator Course**

**Moved by** Deputy Mayor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

WHEREAS municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents; and

WHEREAS if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen; and

WHEREAS municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease; and

WHEREAS there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

NOW THEREFORE IT BE RESOLVED THAT The Town of Cobourg supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue; and

THAT The Town of Cobourg calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund; and

THAT a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades and The Town of Cobourg's Member of Provincial Parliament David Piccini, and the Association of Ontario Road Supervisors.

**Carried**



**14.11 Report No. LS-2024-004 from Grant and Policy Writer regarding 2023 Freedom of Information Request Update**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Aaron Burchat

WHEREAS at the Corporate, Finance, and Legislative Standing Committee meeting on January 11, 2024, the Committee considered Report No. LS-2024-004 from Grant and Policy Writer regarding 2023 Freedom of Information Request Update.

NOW THEREFORE BE IT RESOLVED THAT Council receive the 2023 Freedom of Information Request Update for information purposes.

**Carried**

**14.12 Report No. LS-2024-003 from Accessibility and EDI Coordinator regarding 2023 Multi-Year Accessibility Plan Progress Report**

**Moved by** Councillor Miriam Mutton  
**Seconded by** Councillor Aaron Burchat

WHEREAS at the Corporate, Finance, and Legislative Standing Committee meeting on January 11, 2024, the Committee considered Report No. LS-2024-003 from Accessibility and EDI Coordinator regarding 2023 Multi-Year Accessibility Plan Progress Report.

NOW THEREFORE BE IT RESOLVED THAT Council accepts this Multi-Year Accessibility Plan Progress report for information purposes; and

FURTHER THAT Council direct Staff to provide this report to the Accessibility Advisory Committee to help guide the goals for the 2024 calendar year.

**Amended**

**Moved by** Councillor Miriam Mutton  
**Seconded by** Councillor Aaron Burchat

MOTION TO AMEND

That the following wording be added to the third paragraph:  
and report back to Council with recommendations.

**Carried**

**Moved by** Councillor Miriam Mutton  
**Seconded by** Councillor Aaron Burchat

WHEREAS at the Corporate, Finance, and Legislative Standing Committee meeting on January 11, 2024, the Committee considered Report No. LS-2024-003 from Accessibility and EDI Coordinator regarding 2023 Multi-Year Accessibility Plan Progress Report.

NOW THEREFORE BE IT RESOLVED THAT Council accepts this Multi-Year Accessibility Plan Progress report for information purposes; and

FURTHER THAT Council direct Staff to provide this report to the Accessibility Advisory Committee to help guide the goals for the 2024 calendar year and report back to Council with recommendations.

**Carried**

**14.13 Report No. COR-2024-001 from Treasurer/Director of Corporate Services regarding Staff Contingency Reserve Fund**

**Moved by** Deputy Mayor Nicole Beatty  
**Seconded by** Councillor Brian Darling

WHEREAS at the Corporate, Finance, and Legislative Standing Committee meeting on January 11, 2024, the Committee considered Report No. COR-2024-001 from Treasurer/Director of Corporate Services regarding Staff Contingency Reserve Fund.

NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to prepare a staff contingency reserve fund for the purpose of allocating the net of any annual cost savings related to staff vacancies or delays in hiring new budgeted approved staff.

**Carried**

15. **By-laws**

- 15.1 **By-law No. 003-2024 being a by-law to amend the Fees and Charges Schedule By-law 088-2017**
- 15.2 **By-law No. 004-2024 being a By-law to amend the Fees and Charges Schedule By-law 088-2017 (Community Services)**
- 15.3 **By-law No. 005-2024 being a By-law To Amend Zoning By-Law Number 85-2003 For 431 Ontario Street**
- 15.4 **By-law No. 006-2024 being a By-law To Designate Lands Not Subject To Part Lot Control (Blocks 156-162 Inclusive, Plan 39m-955 – Tribute Phase 1)**
- 15.5 **By-law No. 007-2024 being A By-Law To Amend Zoning By-Law Number 85-2003 For Block 95 (East Village – Phase 4 Subdivision)**
- 15.6 **By-law No. 008-2024 being a By-Law To Authorize An Interim Tax Levy And To Provide For The Collection Of Taxes And Penalty And Interest Charges**
- 15.7 **By-law No. 009-2024 being a By-law to Authorize Borrowing From Time To Time To Meet Current Expenditures During The Fiscal Year Ending December 31, 2024**
- 15.8 **By-law No. 010-2024 being a By-law to Authorize the Execution of a Memorandum Of Understanding with the Ganaraska Region Conservation Authority**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Brian Darling

BE IT RESOLVED THAT leave be granted to introduce By-law No. 003-2024 to By-law No. 010-2024 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**

**16. Notice of Motion / Motion for Which Notice Has Been Given**

**16.1 Notice of Motion from Mayor Lucas Cleveland regarding Downtown Parking in Cobourg**

Council consented to the Notice of Motion being presented at the February 7, 2024, Community Services, Protection, and Economic Development Standing Committee meeting.

**17. County Business**

Mayor Lucas Cleveland provided an overview of County Business.

**18. Confirmatory By-law**

**18.1 By-law 011-2024, being a By-law to confirm the proceedings of the Council Meeting of January 31, 2024**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Randy Barber

THAT leave be granted to introduce By-law No. 011-2024 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 January, 31, 2024 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 11:15 p.m.

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Lucas Cleveland, Mayor

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Brent Larmer, Clerk