

**The Corporation of The Town of Cobourg**

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

**Minutes**



**Wednesday, February 7, 2024**

**9:30 a.m.**

**Council Chambers, Victoria Hall, Cobourg**

Members Present: Chair Councillor Aaron Burchat  
Mayor Lucas Cleveland  
Councillor Adam Bureau

Staff Present: Ellard Beaven, Fire Chief  
Brian Geerts, Director of Community Services  
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  
Kevin Feagan, Manager, Bylaw Enforcement/Licensing

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**1. Call to Order**

Chair Councillor Aaron Burchat called the Meeting to Order at 9:30 a.m.

**2. 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.

**3. Introduction of Addendum Items**

- 3.1 Item 11.1 Motion for which notice has been given from Mayor Lucas Cleveland regarding Parking Rules, Regulations, and Fines in Cobourg**

**4. Confirmation of Agenda**

- 4.1 Confirmation of the February 7, 2024, Community Services, Protection, and Economic Development Standing Committee Agenda**

**Moved By** Councillor Adam Bureau

**Seconded By** Mayor Lucas Cleveland

THAT the Committee confirm the agenda, as amended.

**Carried**

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

There were no Declarations of Pecuniary Interest from Members of the Committee.

**6. Community Announcements**

Members of the Community Services, Protection, and Economic Development Standing Committee presented verbal reports on matters within their respective areas of responsibility.

**7. Delegations**

None

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

- 8.1 Memo from the Downtown Business Improvement Area regarding Addressing Downtown Parking Concerns for Economic Development**

**Moved By** Mayor Lucas Cleveland

**Seconded By** Councillor Adam Bureau

THAT Council receive the memo from the Downtown Business Improvement Area regarding Addressing Downtown Parking Concerns for Economic Development for information purposes.

**Carried**

**9. Consent Agenda**

**Moved By** Councillor Adam Bureau

**Seconded By** Mayor Lucas Cleveland

THAT the Committee adopt the following recommendations contained within the staff reports on the consent agenda as a single motion and refer to Regular Council for final approval:

**9.1 Report No. DS-2024-003 from Manager of Economic Development regarding 2023 Economic Development and Venture13 Innovation and Entrepreneurship Centre Annual Report**

THAT Council receive the staff report including the 2023 Annual Report for the Economic Development Department and Venture13 Facility (included as Attachment 1) for information purposes.

**9.2 Report No. COMM-2024-004 from Director, Community Services regarding Park Naming Request – Ron Bolt Park**

THAT Council receive this report for information purposes; and

FURTHER THAT Council approve the naming of the parkland bounded by Caddy Drive, Lees Avenue, and Caddy Drive, known as 857 Caddy Drive (currently informally known as New Amherst Parkette), as Ron Bolt Park; and

FURTHER THAT Council direct staff to erect a new park sign recognizing the new name; and

FURTHER THAT Council encourage citizens to come forward with naming recommendations for other municipal facilities to recognize and celebrate Cobourg's rich culture.

**9.3 Report No. LS-2024-007 from the Manager, Municipal Law Enforcement & Licensing Services regarding the 2023 Municipal Law Enforcement and Licensing Services Annual Report**

THAT Council receive the Staff Report for information purposes.

**Carried**

**10. Items Extracted from Consent Agenda**

**10.1 Report No. COMM-2024-003 from Director of Community Services regarding Canadian Fire Fighters Museum Negotiations Update**

***Mayor Lucas Cleveland left the meeting at 10:13 a.m. and returned at 10:14 a.m.***

**Moved By** Councillor Aaron Burchat

**Seconded By** Mayor Lucas Cleveland

THAT Council receive the staff report for information purposes; and

FURTHER THAT Council commends the Canadian Fire Fighter's Museum volunteers for their diligent efforts and creativity thus far; and

FURTHER THAT Council recognizes the importance of public museums as an integral part of the cultural fabric of Cobourg.

**Amended**

**Moved By** Mayor Lucas Cleveland

**Seconded By** Councillor Adam Bureau

MOTION TO AMEND

That the following wording be added:

FURTHER THAT Council direct Staff to explore options regarding the solar panels on the roof of the memorial arena, on either removal or relocation to alternative Town Building locations; and

FURTHER THAT Council direct Staff to provide information on the cost of any other infrastructure repairs on the building envelope.

**Carried**

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

THAT Council receive the staff report for information purposes; and

FURTHER THAT Council commends the Canadian Fire Fighter's Museum volunteers for their diligent efforts and creativity thus far; and

FURTHER THAT Council recognizes the importance of public museums as an integral part of the cultural fabric of Cobourg; and

FURTHER THAT Council direct Staff to explore options regarding the solar panels on the roof of the memorial arena, on either removal or relocation to alternative Town Building locations; and

FURTHER THAT Council direct Staff to provide information on the cost of any other infrastructure repairs on the building envelope.

**Carried**

## **11. Notice of Motion**

### **11.1 Motion for which notice has been given from Mayor Lucas Cleveland regarding Parking Rules, Regulations, and Fines in Cobourg**

**Moved By** Mayor Lucas Cleveland  
**Seconded By** Councillor Adam Bureau

WHEREAS it is known that there is complicated set of parking rules, regulations, and fines in Cobourg; and

WHEREAS there is a constant request from DBIA and Cobourg residents to rethink the parking situation in Cobourg.

NOW THEREFORE BE IT RESOLVED THAT this council request staff to report back to the appropriate standing committee on the steps and recommendations to completely reimagine the parking program/regime within the town of Cobourg to one based on simplicity; with the program being easy to understand for visitors; and that provides Cobourg tax payers with the opportunity to pay for all paid parking within their town in a single yearly payment and at a steeply discounted rate and that the following suggestions are considered with the intent to minimize the loss the parking potential revenue of parking; and

FURTHER THAT this new program shall consider the following suggestions from residents, business, and council members in its report:

- That parking enforcement have two distinct seasons a low season that starts on September 15<sup>th</sup> and ends May 14<sup>th</sup> and a high season that starts May 15<sup>th</sup> and ends September 15<sup>th</sup> (4 month period).
- That during the 8-month low season all paid parking within Cobourg is free for the first 3 hours and that a day pass is set at \$20 with fines not to exceed \$80 and that the pass work for all paid parking spots in Cobourg for the entirety of the day.
- That during the high season there is no free parking at any paid parking within the town of Cobourg and further that all paid parking within the town be set to the same rate of \$5 an hour and that a day pass is set at \$40 with fines not to exceed \$160 and that the intent of these changes are to make up for the lost revenue during the low season and not create a new source of income.
- That during the 4 months of the high season Cobourg residents can purchase a monthly parking pass good for all paid parking in Northumberland for \$25/ month or \$100 for the entirety of the high season. Further that all Northumberland residents are able to purchase a monthly parking pass for \$80 for the entire high season and that all businesses located in the DBIA are permitted to purchase an \$80 monthly parking pass for any of their full-time employees who live outside Northumberland county and that the pass be valid for all paid spots in the town of Cobourg.
- That daily parking passes are made available to be purchased online, at the parking machines or at specified vendors in the DBIA.
- That town staff make recommendations as to how they plan on make purchasing of daily and monthly parking passes more accessible and easier to purchase during high season.
- That all paid parking in the town of Cobourg be suspended until a new parking strategy is implemented.
- That all handicapped spaces are to become free parking at all times and that the fine for illegally parking in a handicapped space be increased to \$1000.00 for a first-time offence.

**Amended**

**Moved By** Mayor Lucas Cleveland  
**Seconded By** Councillor Adam Bureau

**MOTION TO AMEND**

THAT the following wording be removed:

- That all paid parking in the town of Cobourg be suspended until a new parking strategy is implemented; and

THAT the following wording be added:

FURTHER THAT Council direct Staff to report back at the March 27, 2024, Regular Council meeting.

**Carried**

**Moved By** Mayor Lucas Cleveland  
**Seconded By** Councillor Adam Bureau

WHEREAS it is known that there is complicated set of parking rules, regulations, and fines in Cobourg; and

WHEREAS there is a constant request from DBIA and Cobourg residents to rethink the parking situation in Cobourg.

NOW THEREFORE BE IT RESOLVED THAT this council request staff to report back to the appropriate standing committee on the steps and recommendations to completely reimagine the parking program/regime within the town of Cobourg to one based on simplicity; with the program being easy to understand for visitors; and that provides Cobourg tax payers with the opportunity to pay for all paid parking within their town in a single yearly payment and at a steeply discounted rate and that the following suggestions are considered with the intent to minimize the loss the parking potential revenue of parking; and

FURTHER THAT this new program shall consider the following suggestions from residents, business, and council members in its report:

- That parking enforcement have two distinct seasons a low season that starts on September 15<sup>th</sup> and ends May 14<sup>th</sup> and a high season that starts May 15<sup>th</sup> and ends September 15<sup>th</sup> (4 month period).
- That during the 8-month low season all paid parking within Cobourg is free for the first 3 hours and that a day pass is set at \$20 with fines not to exceed \$80 and that the pass work for all paid parking spots in Cobourg for the entirety of the day.

- That during the high season there is no free parking at any paid parking within the town of Cobourg and further that all paid parking within the town be set to the same rate of \$5 an hour and that a day pass is set at \$40 with fines not to exceed \$160 and that the intent of these changes are to make up for the lost revenue during the low season and not create a new source of income.
- That during the 4 months of the high season Cobourg residents can purchase a monthly parking pass good for all paid parking in Northumberland for \$25/ month or \$100 for the entirety of the high season. Further that all Northumberland residents are able to purchase a monthly parking pass for \$80 for the entire high season and that all businesses located in the DBIA are permitted to purchase an \$80 monthly parking pass for any of their full-time employees who live outside Northumberland county and that the pass be valid for all paid spots in the town of Cobourg.
- That daily parking passes are made available to be purchased online, at the parking machines or at specified vendors in the DBIA.
- That town staff make recommendations as to how they plan on make purchasing of daily and monthly parking passes more accessible and easier to purchase during high season.
- That all handicapped spaces are to become free parking at all times and that the fine for illegally parking in a handicapped space be increased to \$1000.00 for a first-time offence; and

FURTHER THAT Council direct Staff to report back at the March 27, 2024, Regular Council meeting.

**Carried**

**12. Departmental Updates/Discussion**

Directors provided information and updates to the Committee and the Public on Divisional areas.

**13. Adjournment**

Chair Councillor Aaron Burchat called for adjournment at the completion of all items on the Agenda at 10:58 a.m.