

The Corporation of The Town of Cobourg

Public Works, Planning, and Development Standing Committee



Minutes

Wednesday, June 5, 2024

1:00 p.m.

Council Chambers, Victoria Hall, Cobourg

Members Present: Councillor Brian Darling, Chair
Councillor Miriam Mutton
Mayor Lucas Cleveland

Staff Present: 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
Marina Smirnova, Planner (Heritage)
Tracey Vaughan, Chief Administrative Officer
Laurie Wills, Director of Public Works

1. Call to Order

Chair, Councillor Brian Darling called the Meeting to Order at 1:07 p.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 Report No. DS-2024-015 from the Heritage Planner (II) regarding the Proposed Update of Heritage Permit and Delegated Authority By-law for the Town of Cobourg.**

4. Confirmation of Agenda

- 4.1 Confirmation of the June 5, 2024, Public Works, Planning, and Development Standing Committee Agenda**

Moved By Mayor Lucas Cleveland

Seconded By Councillor Miriam Mutton

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 Council.

6. Community Announcements

None

7. Delegations

- 7.1 Delegation from Adam White regarding a Snow Removal Project Pilot**

Moved By Councillor Miriam Mutton

Seconded By Mayor Lucas Cleveland

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation from Adam White regarding a Snow Removal Project Pilot to staff for a report back.

Amended

Mayor Lucas Cleveland left the meeting at 1:16 p.m.

Moved By Councillor Miriam Mutton
Seconded By Councillor Brian Darling

MOTION TO AMEND

That the wording be replaced with the following:

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation to the Accessibility Advisory Committee for comment and consideration; and

FURTHER THAT Council direct the Accessibility Advisory Committee to report back to Council on their options for consideration in consultation with Staff.

Carried

Moved By Councillor Miriam Mutton
Seconded By Councillor Brian Darling

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation to the Accessibility Advisory Committee for comment and consideration; and

FURTHER THAT Council direct the Accessibility Advisory Committee to report back to Council on their options for consideration in consultation with Staff.

Carried

Mayor Lucas Cleveland joined the meeting at 1:26 p.m.

7.2 Delegation from Ed Carman on behalf of Hull's Corners Cemetery Board regarding Stormwater Charges

Moved By Councillor Brian Darling
Seconded By Mayor Lucas Cleveland

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council refer the delegation from Ed Carman on behalf of Hull's Corners Cemetery Board regarding Stormwater Charges to staff for a report back.

Carried

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

None

9. Consent Agenda

Moved By Councillor Miriam Mutton
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:

9.1 Report No. DS-2024-013 from Meridian Planning on behalf of Manager of Development Review regarding 149 Elgin Street East – Zoning By-law Amendment

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

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

FURTHER THAT Council enact the by-law included as Attachment 3 approving the Zoning By-law Amendment for Mineral Road Properties Inc. at 149 Elgin Street East; and

FURTHER THAT Council is satisfied that the requirement for a public meeting in accordance with subsection 34(17) of the *Planning Act* has been met.

9.2 Report No. PW-2024-012 from Acting Manager, Environmental Services regarding the Procurement of Digester Mixing Pump Plant 1

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council approve the purchase of one (1) Vaughan Chopper Pumps in the amount of \$55,511 (price includes non-refundable HST) which is within the approved 2024 capital budget of \$150,000.

9.3 Report No. PW-2024-013 from Deputy Director, Engineering regarding Award of 2024 Various Sidewalk Construction Contract

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council award the capital project contract CO-24-14 PWD, 2024 Various Sidewalk Construction Contract to Royal Crown Construction in the amount of \$402,480.74 excluding taxes to be funded by the 2024 capital budget.

9.4 Report No. DS-2024-014 from Manager, Human Resources regarding Request for Quotation – Planning Recruitment

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council approve Human Resources to proceed with a Request for Quotation (RFQ) to contract out the services of a recruitment agency in order to recruit for a qualified Principal Planner.

Carried

10. Items Extracted from Consent Agenda

10.1 Report No. PW-2024-014 from Director of Public Works regarding Stormwater Rate Structure Review

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT Council receive the Stormwater Rate Structure Review as prepared by Watson & Associates for information purpose; and

FURTHER THAT Council acknowledge that the Stormwater Rate Structure Review will be presented to Council on June 26, 2024 by Watson & Associates; and

FURTHER THAT Council refer the item to the June 26, 2024 Regular meeting of Council.

10.2 Report No. DS-2024-015 from the Heritage Planner (II) regarding the Proposed Update of Heritage Permit and Delegated Authority By-law for the Town of Cobourg.

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

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

FURTHER THAT Council receive the By-law included as Attachment 1 “Being A By-Law to Regulate the Alteration of Heritage Property or “Heritage Permit By-law”), and Delegate Authority for the Provision of Powers under the Ontario Heritage Act to the Director of Planning and Development for information purposes; and

FURTHER THAT Council direct staff to engage with the public through the summer on the proposed Heritage Permit By-law and provide the engagement summary to the Heritage Advisory Committee for final review and endorsement of the proposed by-law; and

FURTHER THAT Staff bring back the feedback and final by-law to Council for final review and decision at the September 25, 2024 Regular Council Meeting.

11. Notice of Motion

None

12. Departmental Updates/Discussion

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

13. Adjournment

Chair, Councillor Brian Darling called for adjournment at the completion of all items on the Agenda at 2:47 p.m.