



The Corporation of The Town of Cobourg
Strategic Priorities and Policy Standing Committee
Minutes

Tuesday, June 4, 2024
1:00 p.m.
Council Chambers, Victoria Hall, Cobourg

Members Present: Mayor Lucas Cleveland, Chair
Councillor Aaron Burchat
Councillor Miriam Mutton
Councillor Randy Barber
Councillor Brian Darling

Members Absent: Deputy Mayor Nicole Beatty
Councillor Adam Bureau

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
Andrea Short, Manager, Human Resources
Tracey Vaughan, Chief Administrative Officer
Laurie Wills, Director of Public Works

1. Call to Order

Chair, Mayor Lucas Cleveland called the Meeting to Order at 1:08 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

None

4. Confirmation of Agenda

4.1 Confirmation of the June 4, 2024 Strategic Priorities and Policy Standing Committee Agenda

Moved By Councillor Randy Barber
Seconded By Councillor Brian Darling

That the Committee confirm the agenda, as circulated.

Carried

5. Disclosure of Pecuniary (Financial) Interest

There were no Declarations of Pecuniary Interest from Members of Council.

6. Community Announcements

Members of the Strategic Priorities and Policy 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

None

9. Consent Agenda

Moved By Councillor Miriam Mutton

Seconded By Councillor Brian Darling

THAT the Committee adopt the following recommendations contained within the staff reports on the consent agenda as a single motion:

9.1 Report No. CAO-2024-002 from Manager, Human Resources regarding Human Resources Policy Report

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

NOW THEREFORE BE IT REOLVED THAT Council review and approve the revised Non-Union Compensation – Salary Structure Policy; and

FURTHER THAT Council review and approve the revised Non-Union Benefits Policy; and

FURTHER THAT Council review and approve the Flexible Working Arrangements Policy.

9.2 Report No. LS-2024-015 from Deputy Clerk/Manager, Legislative Services regarding Public Notice Policy Update

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

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

FURTHER THAT Council approve the amended Public Notice Policy as required pursuant to Section 270 (1) (4) of the *Municipal Act, 2001* as amended.

9.3 Report No. LS-2024-017 from Town Clerk/Director, Legislative Services regarding Flag Raising and Proclamation Policy Amendment

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

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

FURTHER THAT Council approve the amendment to the Flag Raising and Proclamation Policy amending the implementation of standard procedures for flag raisings, half-staffing for former Cobourg Town Employees.

Carried

10. Items Extracted from Consent Agenda

10.1 Report No. LS-2024-013 from Deputy Clerk / Manager, Legislative Services regarding Council Appointment to Accessibility Advisory Committee

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 appoint Councillor Adam Bureau from June 2024 – August 2025 and Councillor Aaron Burchat from September 2025 – November 2026 to the Accessibility Advisory Committee.

Carried

10.2 Report No. LS-2024-014 from Deputy Clerk / Manager, Legislative Services regarding Procedural By-law Update

Moved By Councillor Randy Barber

Seconded By Councillor Aaron Burchat

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 endorse the recommendations as presented by the Clerks Department to be brought back to Council with an amended Procedural By-law in September 2024.

Carried

10.3 Report No. COR-2024-009 from Treasurer/Director of Corporate Services regarding Procurement Policy Update

Moved By Councillor Brian Darling

Seconded By Councillor Aaron Burchat

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 approve the Town of Cobourg updated Procurement Policy with implementation effective July 1, 2024.

Carried

10.4 Report No. LS-2024-016 from Town Clerk/Director, Legislative Services regarding Council Delegation of Powers and Duties

Moved By Councillor Randy Barber

Seconded By Councillor Aaron Burchat

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

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

FURTHER THAT Council endorse and approve the Delegated Authority By-law.

Carried

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, Mayor Lucas Cleveland called for adjournment at the completion of all items on the Committee Agenda at 1:35 p.m.