



**The Corporation of The Town of Cobourg**  
**REGULAR COUNCIL MEETING**  
**MINUTES**

**January 11, 2021, 6:00 p.m.**  
**Electronic Participation**

Members Present: Mayor John Henderson  
Deputy Mayor Suzanne Séguin  
Councillor Nicole Beatty  
Councillor Aaron Burchat  
Councillor Adam Bureau  
Councillor Emily Chorley  
Councillor Brian Darling

Staff Present: Tracey Vaughan, Chief Administrative Officer  
Ian Davey, Treasurer/Director of Corporate Services  
Glenn McGlashon, Director of Planning and Development  
Laurie Wills, Director of Public Works  
Teresa Behan, Deputy Director Community Services  
Brent Larmer, Municipal Clerk/Manager of Legislative Services  
Krystal Christopher, Deputy Clerk

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**1. CALL TO ORDER**

His Worship Mayor Henderson called the Meeting to Order at 6:01 P.M.

**2. MOMENT OF REFLECTION**

The Mayor asked that Council and Members of the Public to pause for a Moment of Reflection.

**3. TRADITIONAL LAND ACKNOWLEDGEMENT**

His Worship Mayor Henderson recited the Traditional Land Acknowledgement statement.

**4. ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**5. DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST**

There were no Declarations of Pecuniary Interest Declared by Members of Council.

**6. ADOPTION OF MINUTES OF THE PREVIOUS MEETING**

**6.1 Adoption of the December 14, 2020 Regular Council Minutes.**

**Resolution 001-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council adopt the minutes of the Regular Council meeting held on December 14, 2020.

**Carried**

**6.2 Adoption of the December 15, 2020, 2021 Operating and Capital Budget Review Meeting minutes.**

**Resolution 002-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council adopt the minutes of the 2021 Operating and Capital Budget Review meeting held on December 15, 2020.

**Carried**

**6.3 Adoption of the December 17, 2020, 2021 Operating and Capital Budget Review Meeting minutes.**

**Resolution 003-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council adopt the 2021 Operating and Capital Budget Review meeting held on December 17, 2020.

**Carried**

**6.4 Adoption of the December 23, 2020 Emergency Special Council Meeting minutes.**

**Resolution 004-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Nicole Beatty

THAT Council adopt the minutes of the Emergency Special Council meeting held on December 23, 2020.

**Carried**

**7. PRESENTATIONS**

**8. DELEGATIONS**

**9. DELEGATION ACTIONS**

**10. REPORTS**

**10.1 General Government Services**

**10.1.1 Committee of the Whole meeting notes held on January 4, 2021**

**Resolution 005-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council approve the minutes of the Committee of the Whole meeting held on January 4, 2021 for information purposes.

**Carried**

**10.2 Planning and Development Services**

**10.3 Public Works Services**

**10.3.1 Memo from the Engineering & Public Transit Administrator, regarding the request for execution of the Transfer Payment Agreement for Municipal Transit Enhanced Cleaning (MTEC) funding.**

**Resolution 006-21**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Aaron Burchat

THAT Council authorize execution of an agreement with Her Majesty the Queen in right of Ontario represented by the Minister of Transportation for the Province of Ontario and the Corporation of the Town of Cobourg for Municipal Transit Enhanced Cleaning (MTEC) funding; and

FURTHER THAT Council authorize the Mayor and Municipal Clerk to prepare and sign an authorizing by-law allowing the municipality to enter into the Transfer Payment Agreement (TPA) with the Province of Ontario.

**Carried**

**10.4 Parks and Recreation Services**

**10.4.1 Memo from the Secretary of the Parks and Recreation Advisory Committee, regarding the proposed Wood Boardwalk Replacement in the Draft 2021 Capital Budget.**

**Resolution 007-21**

**Moved by** Councillor Emily Chorley

**Seconded by** Councillor Nicole Beatty

THAT Council receive the recommendation from the Parks and Recreation Advisory Committee for information purposes.

**Amended**

**Resolution 008-21**

**Moved by** Councillor Emily Chorley

**Seconded by** Councillor Nicole Beatty

AND FURTHER THAT Staff provide a justification report to Council and PRAC for the proposed Wood Boardwalk Replacement prior to approval in the 2021 Capital Budget.

**Carried**

**Resolution 009-21**

**Moved by** Councillor Emily Chorley

**Seconded by** Councillor Nicole Beatty

THAT Council receive the recommendation from the Parks and Recreation Advisory Committee for information purposes.

AND FURTHER THAT Staff provide a justification report to Council and PRAC for the proposed Wood Boardwalk Replacement prior to approval in the 2021 Capital Budget

**Carried**

**10.5 Protection Services**

**10.6 Arts, Culture and Tourism Services**

**11. MOTIONS**

**11.1 General Government Services**

**11.1.1 Motion from the Committee of the Whole, regarding, regarding the 2020 Water and Wastewater Rate Study and Financial Plan for the Town of Cobourg.**

**Resolution 010-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

WHEREAS at the Committee of the Whole Meeting on Monday January 4th, 2021, Council considered a presentation from Watson and Associates Economists Ltd., regarding the Town of Cobourg Water and Wastewater Rates Study and Water Financial Plan; and

FURTHER THAT Council considered a memo from the Treasurer/Director of Corporate Services regarding the recommendation of the adoption of the 2020 Water and Wastewater Rate Study and the Water Ontario Regulation 453/07 Financial Plan for the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council approve the adoption of the 2021 to 2025 Water and Wastewater Rate Study as attached to the resolution as Appendix "A" as prepared and presented by Watson and Associates Economists Ltd; and

FURTHER BE IT RESOLVED THAT Council approve the Town of Cobourg Financial Plan as attached to this resolution as Appendix "B" prepared by Watson & Associates Economists Ltd. dated December 11, 2020 pursuant to Ontario Regulation 453/07 as one of the requirements of the Town's water licence renewal application which is due in February 2021; and

FURTHER THAT the Financial Plan, the Council Resolution approving the Financial Plan, and the Water and Wastewater Rate Study underpinning the Financial Plan be submitted to the Ministry of Municipal Affairs and Housing. (O.Reg. 453/07, Section 3 (1) 6); and

FURTHER THAT the Council Resolution approving the Financial Plan be submitted to the Ministry of the Environment, satisfying the requirements under the Safe Drinking Water Act. (S.D.W.A. Section 32 (5) 2 ii)); and

FURTHER THAT the Town of Cobourg 2020 Water and Wastewater Rate Study, the Town of Cobourg Water Financial Plan, the presentation from Watson and Associates

Economists Ltd. all be posted on the Municipal Website to be advertised to the public.

**Carried**

**11.1.2 Motion from the Committee of the Whole regarding, the Town of Cobourg Application under the Joint Federal / Provincial funding program known as COVID-19 Resilience Infrastructure Stream.**

**Resolution 011-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

WHEREAS at the Committee of the Whole Meeting on Monday January 4th, 2021, Council considered a memo from the Treasurer/Director of Corporate Services, regarding the Joint Federal / Provincial funding program known as COVID-19 Resilience Infrastructure Stream;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to submit the following two applications for funding under the COVID-19 Resilience Infrastructure Stream:

1. Fire Station Renovations; and
2. Environmental Services Plant 2 Women's Locker Room.

**Carried**

**11.2 Planning and Development Services**

**11.3 Public Works Services**

**11.3.1 Motion from the Committee of the Whole, regarding the approval to Resume Parking Fare Collection and Resume Regular Transit Operating Hours and to Collect Transit Fares.**

**Resolution 012-21**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on Monday January 4th, 2021, Council considered a memo from the Director of Public Works, regarding the approval to Resume Parking Fare Collection and Resume Regular Transit Operating Hours and to Collect Transit Fares in the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council approve the reimplementation of the parking fee collection and By-law enforcement of downtown parking meters and parking lots effective when the provincial lock down has been lifted; and

FURTHER THAT Council consider implementing a \$2.00 cash fare per ride for transit until a contactless/online fare payment system is implemented or until Victoria Hall is open to the public to sell passes; and

FURTHER THAT Council direct Staff to re-implement normal operating hours for conventional transit service.

**Carried**

#### **11.4 Parks and Recreation Services**

##### **11.4.1 Motion from the Committee of the Whole, regarding the creation of an Outdoor Skating Rink at Sinclair Park.**

###### **Resolution 013-21**

**Moved by** Councillor Emily Chorley

**Seconded by** Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on Monday January 4th, 2021, Council considered a memo from the Deputy Director of Community Services, regarding an additional Outdoor Ice Rink option in the Town of Cobourg;

NOW THEREFORE BE IT RESOLVED THAT Council approve the construction of an outdoor rink at Sinclair Park after the conclusion of the Provincial lockdown and when weather conditions allow; and

FURTHER THAT Council direct staff to include signage advising adherence to public health guidelines; and

FURTHER THAT a booking system be used if deemed appropriate by Council upon the advice of the Emergency Control Group to manage numbers at the Sinclair rink with enforcement checks if necessary; and

FURTHER THAT a budget of \$5,000 be pre-approved for the Sinclair rink in the 2021 Operating Budget; and

FURTHER THAT Council direct Staff to extend the opening hours as much as possible at the outdoor rink in Rotary Harbourfront Park to accommodate additional bookings for the duration of the Provincial lockdown.

**Carried**

#### **11.5 Protection Services**

#### **11.6 Arts, Culture and Tourism Services**

### **12. BYLAWS**

#### **12.1 General Government Services**

##### **12.1.1 By-law No.001-2021, being a by-law to Authorize an Interim Tax Levy for the Town of Cobourg.**

###### **Resolution 014-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council adopt By-law 001-2021, being a by-law to authorize an Interim Tax Levy and to provide for the Collection of Taxes and Penalty and Interest Charges for the Town of Cobourg.

Carried

**12.1.2 By-law No.002-2021, being a by-law to Authorize Borrowing from Time to Time to meet Current Expenditures during the Fiscal Year ending December 31, 2021**

**Resolution 015-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council adopt By-law 002-2021, being a by-law to authorize borrowing from time to time to meet current expenditures during the Fiscal Year ending December 31, 2021.

Carried

**12.1.3 By-law No.003-2021, being a by-law to establish Water and Wastewater Rates in the Town of Cobourg.**

**Resolution 016-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council adopt By-law 003-2021, 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.

Carried

**12.1.4 By-law No.004-2021, being a by-law to enter into a Commercial Sale of Land Agreement with Bevrij Packaging and Brock Street Brewing In Trust For A Corporation. (Willmott Street, Cobourg).**

**Resolution 017-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Nicole Beatty

THAT Council adopt By-law 004-2021, being a by-law to enter into a Commercial Sale of Land Agreement with Bevrij Packaging and Brock Street Brewing in Trust for a Corporation and the Corporation of the Town of Cobourg (Willmott Street, Cobourg).

Carried

**12.2 Public Works Services**

**12.2.1 By-law No.005-2021, being a by-law to Authorize the execution of a Transfer Payment Agreement for the Municipal Transit Enhanced Cleaning Funding.**

**Resolution 018-21**

**Moved by** Councillor Brian Darling

**Seconded by** Councillor Adam Bureau

THAT Council adopt By-law 005-2021, being a by-law to authorize the Mayor and Municipal Clerk to execute a Transfer Payment Agreement with her Majesty the Queen in Right of Ontario as represented by the Minister of Transportation for the Province of Ontario for Municipal Transit Enhanced Cleaning Funding.

**Carried**

**12.3 General Government Services**

**12.3.1 THAT the following bylaw(s) be passed:**

**Resolution 019-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Nicole Beatty

THAT leave be granted to introduce bylaws 001-2021 to 005-2021 and to dispense with the reading of the bylaws 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**

**13. PETITIONS**

**14. COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)**

**14.1 Parks and Recreation Advisory Committee Minutes - December 8, 2020**

**14.2 Accessibility Advisory Committee Minutes - December 16, 2020**

**14.3 Sustainability and Climate Change Action Committee Minutes - December 2, 2020**

**14.4 Transportation Advisory Committee Minutes - November 26, 2020**

**14.5 Downtown Business Improvement Area Board Minutes - December 3, 2020**

THAT Council receive the Advisory Committee and Local Board Minutes for information purposes.

**15. CORRESPONDENCE**

**15.1 Correspondence, Ontario Professional Fire Fighters Association regarding First Responders access to Phase 1 Stage of the Vaccination Process. (Protection Services)**

**Resolution 020-21**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Brian Darling

THAT Council receive the correspondence from the Ontario Professional Fighters Association for information purposes.

**Carried**



**15.2 Correspondence, Ministry of Energy, Northern Development and Mines, regarding Ontario Revocation of Ontario Regulation 355/17. (Arts Culture and Tourism Services)**

**Resolution 021-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Aaron Burchat

THAT Council receive the correspondence for information purposes.

**Carried**

**15.3 Correspondence from the Ministry of the Solicitor General, regarding the Community Safety and Well-Being (CSWB) Plan Deadline. (Protection Services)**

**Resolution 022-21**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Nicole Beatty

THAT Council receive the correspondence for information purposes.

**Carried**

**15.4 Correspondence, Ministry of the Solicitor General, regarding further Changes to Regulations under the Reopening Ontario Act, 2020. (Protection Services)**

**Resolution 023-21**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Nicole Beatty

THAT Council receive the correspondence for information purposes. >

**Carried**

**15.5 Memo from the Ministry of Municipal Affairs and Housing, regarding Ontario's Restart Agreement's Municipal Operating Stream Funding Allocation. (General Government Services)**

CAO - spoke to what is forthcoming in terms of restrictions and how implications will impact the Town, COVID 19 related expenses

**Resolution 024-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Emily Chorley

THAT Council receive the correspondence for information purposes.

**Carried**

**15.6 Correspondence, Northumberland County Council regarding the 2021 Northumberland County Budget Highlights. (General Government Services)**

**Resolution 025-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council receive the correspondence for information purposes.

**Carried**

**15.7 Correspondence, Northumberland County Council, regarding the Northumberland County Council Standing Committee Governance. (General Government Services)**

**Resolution 026-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

THAT Council receive the correspondence for information purposes.

**Carried**

**16. NOTICE OF MOTION**

**17. COUNCIL/COORDINATOR ANNOUNCEMENTS**

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

**18. UNFINISHED BUSINESS**

**18.1 Municipal Council Unfinished/Outstanding Business Tracking Table.**

**19. CONFIRMATORY BY-LAW**

**19.1 Bylaw 006-2020, being a bylaw to confirm the proceedings of the Regular Council Meeting of January 11, 2021.**

**Resolution 027-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT leave be granted to introduce Bylaw 006-2020 and to dispense with the reading of the Bylaw by the Municipal Clerk to confirm the proceedings of Council of the Town of Cobourg at its Regular Council Meeting held on January 11, 2021 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**

**20. ADJOURNMENT**

**Resolution 028-21**

**Moved by** Councillor Nicole Beatty

THAT the meeting adjourn (7:17 PM)

**Carried**

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Municipal Clerk B. Larmer

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Mayor J. Henderson