



The Corporation of The Town of Cobourg
COMMITTEE OF THE WHOLE COUNCIL MEETING
MINUTES

January 25, 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 of Community Services
Brent Larmer, Municipal Clerk/Manager of Legislative Services
Krystal Christopher, Deputy Clerk

1. CALL TO ORDER

His Worship Mayor Henderson called the Meeting to Order at 5:30 P.M.

2. CLOSED SESSION

Council moved into Closed Session at 5:31 PM

Moved by Deputy Mayor Suzanne Séguin

THAT Council proceed into closed session pursuant to Section 239 (2) of the Municipal Act, 2001, regarding:

2.1 Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees

Tracey Vaughan, Chief Administrative Officer, provided an overview of the subject matter. Members of Council raised questions to which Ms. Vaughan responded.

Closed Session ended at 5:51 PM

Council resumed the meeting in Open Session at 6:00 PM

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. PRESENTATIONS

6.1 Presentation, MBTW Group, regarding the Town of Cobourg East Pier Revitalization Project Update.

Graham Carr and Jana Joyce, MBTW, provided an overview of the project to revitalize the east pier and spoke to the feedback received from the public, landscaping, parking, plan design, next steps and items requiring council direction.

Due to technical difficulties, Council took a Recess 6:36 PM and returned at 6:44 PM.

After a question and answer period, G. Carr and J. Joyce was dismissed at 6:58 PM.

6.2 Beth Bellaire, Chair Parks and Recreation Advisory Committee, presenting the Committee 2021 Annual Work Plan and Annual Report.

Beth Bellaire presented the annual report and work plan for the Parks and Recreation Advisory Committee. B. Bellaire provided background information and spoke to the committee's purpose, accomplishments, future goals and objectives.

After a question and answer period, B. Bellaire was dismissed at 7:11 PM
Item 12.1 was addressed at this time.

7. **DELEGATIONS**

8. **DELEGATION ACTIONS**

9. **GENERAL GOVERNMENT SERVICES**

9.1 **Memo from the Chief Administrative Officer, regarding the 2020 Progress Report on the 2019-2022 Municipal Council Strategic Plan.**

Moved by Deputy Mayor Suzanne Séguin

THAT Council consider the staff report from the Chief Administrative Officer regarding the annual 2020 Progress Report for the 2019-2022 Strategic Plan; and

FURTHER THAT Council direct the Chief Administrative Officer to schedule a mid-term Strategic Plan session for Council and Staff to review current priorities and deliverables.

Carried

9.2 **Memo from the Chief Administrative Officer, regarding the Town of Cobourg Service Delivery Review Report.**

Moved by Deputy Mayor Suzanne Séguin

THAT Council receive the Service Delivery Review Report from the Chief Administrative Officer for information purposes; and

FURTHER THAT Council endorse the recommended processes outlined in the staff report to advance the Service Delivery Review Implementation Plan for the Town of Cobourg.

Carried

9.3 Memo from the Treasurer/Director of Corporate Services, regarding a Lease Amending Agreement with Graphic Packaging International, LLC at Northam Industrial Park – Building 6 East, Cobourg.

Moved by Deputy Mayor Suzanne Séguin

THAT Council receive this report for information purposes and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council Meeting to authorize the Mayor and Municipal Clerk to execute a Lease Amending Agreement with Graphic Packaging International, LLC to increase the square footage of the demised premises in Building 6, East of Northam Industrial Park by 31,510 square feet.

Carried

9.4 Town of Cobourg Covid-19 Update - Verbal - Chief Administrative Officer.

Moved by Deputy Mayor Suzanne Séguin

THAT Council receive the COVID-19 Verbal Update from the Chief Administrative Officer for information purposes.

Carried

10. PLANNING AND DEVELOPMENT SERVICES

10.1 Memo from the Manager of Planning, regarding 265-327 Elgin Street East, Cobourg – Elgin Park Re-Zoning Northumberland County Housing Corporation

Moved by Councillor Nicole Beatty

THAT Council receive the Staff Report for information purposes; and

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council Meeting to re-zone the 0.84 ha (2.1 ac) parcel of land at 265-327 Elgin Street East from “Residential Type 3 (R3) Zone” to “Residential Type 4 Exception 32 Holding (R4-32-H) Zone” to permit a 40 unit, two-storey

residential stacked townhouse development and associated accessory building, open space and parking.

Carried

10.2 Memo from the Secretary, of the Planning and Development Advisory Committee, regarding Application for Approval of a Zoning By-law Amendment – 265-327 Elgin Street East

Moved by Councillor Nicole Beatty

THAT Council receive the memo from the Secretary of the Planning and Development Advisory Committee to endorse the conclusions and recommendations of the Planning Report for information purposes.

Carried

10.3 Memo from Planner 1 - Heritage, regarding an Application for Site Plan Approval – 428-432 King Street East, Cobourg (at Brook Road North)

Moved by Councillor Nicole Beatty

THAT Council receive the Staff Report for information purposes; and,

FURTHER THAT Council authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council Meeting to authorize the Mayor and Municipal Clerk to execute a Development Agreement with King & Brook Inc., King & Brookeast Inc. and Lakefront Utility Services Inc. for the proposed development of a new a multi-unit commercial development consisting of three (3) single storey, stand-alone buildings with a total gross floor area of 971 m², as follows: Building A1: 185 m² convenience /gas bar; Building B1: 254 m² drive-thru restaurant; Building B2: 532 m² service commercial/drive-thru restaurants, subject to the finalization of details by municipal staff and applicable agencies.

Carried

- 10.4 Memo from Planner I - Heritage, regarding an Application for Site Plan Approval – 1144 Division St., Cobourg - Hotel 2720064 Ontario Inc./Dave Chahal.**

Moved by Councillor Nicole Beatty

THAT the application be received by Council and be referred to the Planning Department for a report.

Carried

11. PUBLIC WORKS SERVICES

12. PARKS AND RECREATION SERVICES

- 12.1 Memo from the Deputy Director of Community Services, regarding the East Pier Design and update to Municipal Council.**

Addressed with Item 6.2.

Moved by Councillor Emily Chorley

THAT Council receive the Staff Report from the Deputy Director of Community Services for information purposes.

Carried

13. PROTECTION SERVICES

14. ARTS CULTURE AND TOURISM SERVICES

- 14.1 Memo from the Secretary, Sustainability and Climate Change Advisory Committee regarding revisions to the Terms of Reference**

Councillor Adam Bureau withdrew the motion for it to be readdressed by the Sustainability and Climate Change Action Committee.

15. UNFINISHED BUSINESS

- 15.1 Municipal Council Unfinished/Outstanding Business Tracking Table**

16. COMMITTEE OF THE WHOLE OPEN FORUM

- 16.1 Open Forum - Submissions from Public**

No submissions were received from the public.

17. **ADJOURNMENT**

Moved by Councillor Adam Bureau

THAT the meeting be adjourned. (8:37 PM)

Carried

Municipal Clerk B. Larmer

Mayor J. Henderson