



## STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG

# Public Works, Planning, and Development Standing Committee

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Report to: Mayor, Deputy Mayor, and Councilors  
From: Manager, Development Engineering Services  
Standing Committee Date: October 8, 2025  
Report Number: DS-2025-019  
Council Meeting Date: October 29, 2025  
Subject: **Assumption of Services Clyde Street**

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### 1. Recommendation:

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

NOW THEREFORE BE IT RESOLVED THAT Council enact By-law No. 051-2025 to assume Municipal services and Infrastructure at 312 Clyde Street, which are all part of Registered Plan 39R-14421 and with the limits as indicated on attached Appendix A and described in the Subdivision Agreement (ND 235596) between the Corporation of the Town of Cobourg and Todd Smith, Deanna Mcleod, 3 Fivesix Corp. dated April 22, 2022, namely the streets known as:

- Eastern limit of 318 Clyde Street (Lot 19) to the western limit of Clyde Street hammerhead (77 meters).

### 2. Executive Summary:

312 Clyde has been completed and conforms with the approved Engineering Design Drawings and with the Town of Cobourg Design Standards.

As part of the subdivision agreement, when a municipality assumes a subdivision, Council must be made aware when all works have been completed and the road can be assumed by the Town.

### **3. Background**

A subdivision agreement received as ND 235596 with Todd Smith, Deanna Mcleod, 3 Fivesix Corp. dated April 22, 2022, for the subdivision known as 312 Clyde Street.

### **4. Discussion:**

All work has been completed and inspected to be in general conformance with the design drawings, all maintenance periods have expired, and any noted deficiencies have been rectified.

### **5. Financial Impact and Budget**

Following formal assumption, Public Works will begin maintaining the eastern limit of 318 Clyde Street (Lot 19) to the western limit of Clyde Street hammerhead (77 meters). Limits shown on the attached Schedule A.

### **6. Relationship to Council's Strategic Plan Priorities 2023 to 2027 and beyond:**

Thriving Community

Provide physical infrastructure to support the community.

Service Excellence

Assumption will promote service excellence by allowing Cobourg to develop KPIs for the new infrastructure and ensure it continues to serve the community.

Sustainability

Assumed infrastructure will be incorporated into the Town's Core Asset Management Plan and budget planning.

### **7. Public Engagement:**

Not required.

### **8. Attachments:**

Appendix A – Key Map

## Report Approval Details

Document Title:	Assumption Recommendation 312 Clyde .docx
Attachments:	Appendix A - Key Map.docx
Final Approval Date:	Sep 30, 2025

This report and all of its attachments were approved and signed as outlined below:

**Chris Challenger - Sep 24, 2025 - 3:03 PM**

**Tracey Vaughan, Chief Administrative Officer - Sep 30, 2025 - 9:31 AM**