



The Corporation of The Town of Cobourg
REGULAR COUNCIL MEETING
MINUTES

February 22, 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
Brent Larmer, Municipal Clerk/Manager of Legislative Services
Krystal Christopher, Deputy Clerk
Teresa Behan, Deputy Director Community Services

1. CALL TO ORDER

His Worship Mayor Henderson called the Meeting to Order at 5:01 P.M.

2. CLOSED SESSION

Council went into Closed Session at 5:02 PM

Resolution 053-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Nicole Beatty

THAT Council meet in Closed Session in accordance with Section 239 2) of the Municipal Act S.O. 2001 regarding:

- 2.1 **Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board - Lucas Point Business and Industrial Park Offer to Purchase.**
- 2.2 **Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board - Lucas Point Business and Industrial Park Sale Repurchase Option**
- 2.3 **Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees- Accessibility Advisory Committee Applications.**
- 2.4 **Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees- Town of Cobourg Holdings Inc. Board Appointments and Re-Appointments.**

Carried

Closed Session concluded at 5:50 PM

Council moved into Open Session at 6:00 PM

3. TRADITIONAL LAND ACKNOWLEDGEMENT

His Worship Mayor Henderson recited the Traditional Land Acknowledgment Statement.

4. MOMENT OF REFLECTION

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

5. ADDITIONS TO THE AGENDA

6. DISCLOSURE OF PECUNIARY (FINANCIAL) INTEREST

- 6.1 **Councillor Emily Chorley - By-law No. 017-2021, being a by-law to Amend Zoning By-law No. 85-2003 (420 Division Street – 2759655 Ontario Ltd./Canadian Centre for Addictions).**

Councillor Emily Chorley declared a potential pecuniary interest on **ITEM 13.2.2** zoning amendment application for 420 Division Street because the

Councillors' property lies within 120m of the subject property. This declaration is made under Section 5 of the Municipal Conflict of Interest Act, and therefore the Councillor not be participating in any discussion or vote related to this matter

6.2 Councillor Emily Chorley - THAT the following By-law be passed:

Councillor Emily Chorley declared a potential pecuniary interest on the **ITEM 13.7.2** zoning amendment application for 420 Division Street because the Councillors' property lies within 120m of the subject property. This declaration is made under Section 5 of the Municipal Conflict of Interest Act, and therefore the Councillor not be participating in any discussion or vote related to this matter

6.3 Councillor Aaron Burchat - By-law No. 017-2021, being a by-law to Amend Zoning By-law No. 85-2003 (420 Division Street – 2759655 Ontario Ltd./Canadian Centre for Addictions).

Councillor Aaron Bruchat declared a conflict of interest on **ITEM 13.2.2** as his employer does work for the applicant (Canadian Centre for Addictions)

6.4 Councillor Aaron Burhcat - THAT the following By-law be passed:

Councillor Aaron Bruchat declared a conflict of interest on **ITEM 13.7.2** as his employer does work for the applicant (Canadian Centre for Addictions).

6.5 Councillor Brian Darling - By-law No. 017-2021, being a by-law to Amend Zoning By-law No. 85-2003 (420 Division Street – 2759655 Ontario Ltd./Canadian Centre for Addictions).

Councillor Brian Darling declared a conflict of interest on **ITEM 13.2.2** as the Councillor is a co-owner of a property that is within 120 metres of the proposed rezoning at 420 Division Street.

6.6 Councillor Brian Darling - THAT the following By-law be passed:

Councillor Brian Darling declared a conflict of interest on **ITEM 13.7.2** as the Councillor is a co-owner of a property that is within 120 metres of the proposed rezoning at 420 Division Street.

7. ADOPTION OF MINUTES OF THE PREVIOUS MEETING

7.1 Adoption of the February 1, 2021 Regular Council Minutes.

Resolution 058-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Adam Bureau

THAT Council adopt the minutes of the Regular Council meeting held on February 1, 2021.

Carried

8. PRESENTATIONS

8.1 David Piccini, Member of Provincial Parliament for Northumberland-Peterborough South , providing an update to Council on the Brookside Youth Centre located at 390 King Street West, Cobourg

D. Piccini provided comments regarding the sudden closure of Brookside Youth Centre and the reasons behind the decision. D. Piccini noted the low usage rate of the centre and the recent shift towards community rehabilitation for youth instead of incarceration. D. Piccini spoke to the utilization of the land and ensuring it fits with the strategic vision of the Town.

Members of council raised question regarding the subject matter and discussed the repurposing of the land. After a question and answer period, D. Piccini was dismissed at 6:43 PM

9. DELEGATIONS

10. DELEGATION ACTIONS

11. REPORTS

11.1 General Government Services

11.1.1 Committee of the Whole meeting notes held on February 16, 2021

Resolution 059-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Adam Bureau

THAT Council receive and adopt the minutes of the Committee of the Whole meeting held on February 16, 2021.

Carried

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

T. Vaughan provided comments regarding the distribution of vaccine dosages noting vulnerable communities will be vaccinated first. T. Vaughan spoke to the creation of a mass immunization plan with the province and identifying sites to administer vaccination programs.

Resolution 060-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Aaron Burchat

THAT Council receive the February 22, 2021 COVID-19 Verbal Update from the Chief Administrative Officer for information purposes.

Carried

11.2 Planning and Development Services

11.2.1 Memo from the Director of Planning and Development regarding the Application for Zoning By-law Amendment, EcoVue Consulting Services, DePalma Dr. and Burnham St, Cobourg.

Resolution 061-21

Moved by Councillor Nicole Beatty

Seconded by Councillor Adam Bureau

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

FURTHER THAT the application be referred to the Planning Department for a report and that the notice requirements of the Planning Act, R.S.O. 1990, c.P. 13, as amended, be implemented, including the scheduling of a Public Meeting.

Carried

11.2.2 Memo from the Planner II - Heritage, regarding the application for Site Plan Approval and Zoning Bylaw Amendment – 173-185 Division Street & 9 Albert Street

Resolution 062-21

Moved by Councillor Nicole Beatty

Seconded by Councillor Brian Darling

THAT Council receive the application for information purposes and that the application be referred to the Planning Department for a report; and

FURTHER THAT the notice requirements of the Planning Act, R.S.O. 1990, c.P. 13, as amended, be implemented including the scheduling of a Public Meeting.

Carried

11.2.3 Memo from the Planner II - Heritage, regarding an Application Site Plan Approval - 727 William Street, Cobourg.

Resolution 063-21

Moved by Councillor Nicole Beatty

Seconded by Councillor Brian Darling

THAT Council receive the report and Site Plan Approval application for information purposes; and

FURTHER THAT Council refer the application to the Planning Department for a report.

Carried

11.3 Public Works Services

11.3.1 Correspondence from Lakefront Utility Services Inc. regarding the Cobourg Drinking Water System Annual Summary Report

Resolution 064-21

Moved by Councillor Brian Darling

Seconded by Councillor Aaron Burchat

THAT Council receive and accept the 2020 Annual Summary Report for the Cobourg Drinking Water System for information purposes pursuant to Ontario Regulation 170/03.

Carried

11.4 Parks and Recreation Services

11.5 Protection Services

11.5.1 Memo from the Secretary of the Accessibility Advisory Committee regarding the response to Council's request on the Committee's Motion presented at the Committee of the Whole Meeting on February 16, 2021.

Resolution 065-21

Moved by Councillor Aaron Burchat

Seconded by Councillor Adam Bureau

THAT Council receive the memo from the Secretary of the Accessibility Advisory Committee for information purposes in order to clarify the Committee's request in regards to the Specialized Transit (Wheels) Policy and the responsibilities of the Transit Drivers.

Carried

11.5.2 Memo from the Municipal Clerk/Manager of Legislative Services, regarding the DBIA Request to erect and install Outdoor Patios and Extend Liquor Licenses on Municipal Property for Downtown Cobourg Restaurants.

Resolution 066-21

Moved by Councillor Aaron Burchat

Seconded by Councillor Nicole Beatty

THAT Council receive the report from the Municipal Clerk/Manager of Legislative Services for information purposes; and

FURTHER THAT Council authorize the preparation of a By-law to be presented to Council at a Regular Council Meeting to amend By-law No.022-2002 Section 8 a) to permit Outdoor Patios Permits to take effect on March 1, 2021 until November 30 2021; and

FURTHER THAT Council approve the renewal and application process for an Outdoor Patio Permit to commence following the approval of this resolution and prior to the final reading of the Outdoor Patio By-law Amendment.

Carried

11.6 Arts, Culture and Tourism Services

11.6.1 Letter of Resignation from Dale Randall, member of the Sustainability and Climate Change Advisory Committee, dated February 18, 2020.

Resolution 067-21

Moved by Councillor Adam Bureau

Seconded by Councillor Emily Chorley

THAT Council accept with regret the resignation from Dale Randall of the Sustainability and Climate Change Advisory Committee and that a note of appreciation be sent to the member acknowledging her service to the Cobourg Community; and

FURTHER THAT the vacant position on the Sustainability and Climate Change Advisory Committee be advertised and a new member be recruited in accordance with the Town's policies and procedures.

Carried

12. MOTIONS

12.1 General Government Services

12.1.1 Motion from the Committee of the Whole, regarding the Downtown Business Improvement Area (DBIA) Board of Management 2021 Budget.

Resolution 068-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on February 16, 2021 Council considered the proposed 2021 Budget from the Cobourg Downtown Business Improvement Area (Cobourg DBIA);

NOW THEREFORE BE IT RESOLVED that Council approve the 2021 Cobourg Downtown Business Improvement Area Budget attached to the Resolution as Appendix "A".

Carried

12.2 Planning and Development Services

12.3 Public Works Services

12.3.1 Motion from the Committee of the Whole Meeting regarding the approval of various Public Works Construction Contracts

Resolution 069-21

Moved by Councillor Brian Darling

Seconded by Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on February 16, 2021, Council considered a memo from the Director of Public Works, regarding the approval and awarding of various Public Works Construction Contracts;

NOW THEREFORE BE IT RESOLVED THAT Council award the Albert Street Reconstruction Tender CO-21-01 PWD to Behan Construction Limited in the amount of \$1,031,917.49 excluding HST; and

FURTHER THAT Council award the Terry Fox Stormwater Pond Cleanout Tender CO-21-03 PWD to GFL Environmental Inc. in the amount of \$286,604.50 excluding HST; and

FURTHER THAT Council award the Sanitary Sewer Rehabilitation Tender CO-21-05 PWD to Sewer Technologies in the amount of \$556,981.00 excluding HST.

Carried

12.3.2 Motion from the Committee of the Whole meeting regarding the Bi-Annual Sidewalk Program (Abbott Blvd) Tender

Resolution 070-21

Moved by Councillor Brian Darling

Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on February 16, 2021, Council considered a memo from the Director of Public Works regarding the approval and awarding of the Bi-Annual Sidewalk Program, (Abbott Blvd);

NOW THEREFORE BE IT RESOLVED THAT Council award the Bi-Annual Sidewalk Program (Abbott Blvd) Tender CO-21-02 PWD

to Dekeyser Excavating Limited in the amount of \$189,472.74
excluding HST

Carried

12.4 Parks and Recreation Services

12.4.1 Motion from the Committee of the Whole meeting regarding the Award of Contract for Harbour Infrastructure Repairs

Resolution 071-21

Moved by Councillor Emily Chorley

Seconded by Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on February 16, 2021, Council considered memo from the Director of Public Works and the Deputy Director of Community Services, regarding the Award of Contract for the Harbour Infrastructure Repairs;

NOW THEREFORE BE IT RESOLVED THAT Council award the Harbour Infrastructure Repairs Tender CO-21-06 CSD for the provision of professional design services to Shoreplan Engineering in the amount of \$440,000 plus HST;

AND FURTHER THAT Council approve a 10% contingency to be added to the design fees in the amount of \$50,000 plus HST;

AND FURTHER THAT all funds are to be debentured as approved in the Town's 2021 Community Services Capital Budget in the amount of \$498,000 including non-refundable HST.

Carried

12.4.2 Motion from the Committee of the Whole meeting regarding Planting for a Greener Future

Resolution 072-21

Moved by Councillor Emily Chorley

Seconded by Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on February 16, 2021, Council considered a memo from the Secretary of the Parks and Recreation Advisory Committee regarding Planting for a Greener Future;

NOW THEREFORE BE IT RESOLVED THAT Council endorse the Cobourg Horticultural Society's project: Planting for a Greener Future.

Carried

12.4.3 Motion from the Committee of the Whole meeting regarding the Outdoor Skating Rink at Sinclair Park

Resolution 073-21

Moved by Councillor Emily Chorley

Seconded by Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on February 16, 2021, Council considered a memo from the Deputy Director of Community Services regarding the Outdoor Skating Rink at Sinclair Park;

AND WHEREAS the creation of an outdoor rink in Sinclair Park has not been feasible due to the length of the Provincial lockdown and the forecast of above-freezing temperatures in late-February;

AND WHEREAS the Provincial lockdown was lifted on February 16, 2021, allowing for the reopening of the Cobourg Community Centre (CCC);

THEREFORE BE IT RESOLVED THAT Council direct staff to operate free public skating at the Cobourg Community Centre (CCC) from February 18, 2021 to March 20, 2021 for two hours each day;

AND FURTHER THAT Council redirect the \$5,000 budgeted for the Sinclair Park rink to the Cobourg Community Centre (CCC) to help offset the cost of providing free public skating;

AND FURTHER THAT the concept of additional outdoor rinks in neighbourhood parks be further considered during the 2022 budget process.

Carried

12.5 Protection Services

12.5.1 Motion to Appoint a Member to the Accessibility Advisory Committee.

Resolution 074-21

Moved by Councillor Aaron Burchat

Seconded by Councillor Brian Darling

WHEREAS at the Regular Council Meeting on February 22, 2021, Council consider applications from Members of the Public to fill a vacancy on the Town of Cobourg Accessibility Advisory Committee;

NOW THEREFORE BE IT RESOLVED THAT Municipal Council appoint the following member to the Accessibility Advisory Committee:

1. Dan Wilson

Carried

12.6 Arts, Culture and Tourism Services

13. BYLAWS

13.1 General Government Services

13.1.1 By-law No. 013-2021, being a by-law to enter into a Lease Agreement with Go Green Together at Northam Industrial Park – Building 17 South, Cobourg.

Resolution 075-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Adam Bureau

THAT Council adopt By-law 013-2021, being a by-law to authorize the Mayor and Municipal Treasurer to execute on behalf of the Corporation of the Town of Cobourg a Lease Agreement with Go Green Together for approximately 1,817 square feet of space at Northam Industrial Park – Building 17 South, 740 Division Street, Cobourg.

Carried

13.1.2 By-law No. 014-2021, being a by-law to amend By-law 009-2018, being a by-law to enter into an Amending Agreement with the the Province of Ontario for the Ontario Municipal Commuter (OMCC) Program.

Resolution 076-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Aaron Burchat

THAT Council adopt By-law 014-2021, being a by-law to authorize the Mayor and Municipal Clerk to execute on behalf of the Corporation an Amending Agreement with the her Majesty the Queen in the right of Ontario represented by the Ministry of Transportation for the purpose of the Ontario Municipal Commuter Cycle (OMCC) Program in order to extend the program for eligible claims for the fiscal year ending December 31, 2021.

Carried

13.1.3 By-law No. 015-2021, being a by-law to into an Amending Commercial Sale of Land Agreement with – 1978327 Ontario Ltd. Loadstar Trailers (Dodge Street, Cobourg).

Resolution 077-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Aaron Burchat

THAT Council adopt By-law 015-2021, being a by-law to authorize the Mayor and Municipal Clerk to execute on behalf of the Corporation a Commercial Sale of Land Amending Agreement with – 1978327 Ontario Ltd. Loadstar Trailers at Dodge Street, Cobourg.

Carried

13.2 Planning and Development Services

13.2.1 By-law No. 016-2021, being a by-law to authorize the execution of a Tree Removal Agreement with Rondeau (Cobourg) Ltd.

Resolution 078-21

Moved by Councillor Nicole Beatty

Seconded by Councillor Adam Bureau

THAT Council adopt By-law 016-2021, being a by-law to authorize the Mayor and Municipal Clerk to execute on behalf of the Corporation a Stage 1 Tree Removal Agreement with Rondeau (Cobourg) Ltd. and Domino Lane Developments Inc. for the defined removal of trees pursuant to the detailed Tree Inventory &

Preservation Plan, Arborist Report and Related Landscape Analysis, as prepared by Henry Kortekaas & Associates Ltd. and The Planning Partnership, for the 107.3 hectare area of land generally located in the area of Brook Road North and Elgin Street East, known as Villages of Central Park, subject to the finalization of details by municipal staff and applicable agencies.

Carried

13.2.2 By-law No. 017-2021, being a by-law to Amend Zoning By-law No. 85-2003 (420 Division Street – 2759655 Ontario Ltd./Canadian Centre for Addictions).

Resolution

Moved by Councillor Nicole Beatty

Seconded by Councillor Adam Bureau

THAT Council adopt By-law 017-2021, being a by-law to re-zone the 0.38 ha (0.94 ac) parcel of land at 420 Division Street from “District Commercial Exception 2 (DC-2) Zone” to “District Commercial Exception 29 Holding [DC-29(H)] Zone” to permit the adaptive re-use of the former Inn/Hotel and restaurant as a Rehabilitation/Detox Treatment Centre with site specific zone provisions governing the proposed land use, facility capacity and parking.

Carried

13.3 Public Works Services

13.4 Parks and Recreation Services

13.5 Protection Services

13.6 Arts, Culture and Tourism Services

13.7 General Government Services

13.7.1 THAT the following bylaw(s) be passed:

Resolution 079-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Emily Chorley

THAT leave be granted to introduce bylaws 013-2021 to 016-2021 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

13.7.2 THAT the following By-law be passed:

Resolution 080-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Adam Bureau

THAT leave be granted to introduce bylaw 017-2021 and to dispense with the reading of the bylaw 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

14. PETITIONS

15. COMMITTEE/BOARD MINUTES (INFORMATION PURPOSES ONLY)

15.1 Parks and Recreation Advisory Committee Minutes - January 5, 2021

15.2 Downtown Business Improvement Area Board of Management Minutes - January 7, 2021

15.3 Planning and Development Committee Minutes - January 12, 2021

15.4 Sustainability and Climate Change Action Committee - January 6, 2021

15.5 Accessibility Advisory Committee Minutes -February 8, 2021

15.6 Planning and Development Advisory Committee Minutes - January 12, 2021

15.7 Cobourg Heritage Advisory Committee Minutes - January 13, 2021

Resolution

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

16. **CORRESPONDENCE**

17. **NOTICE OF MOTION**

18. **COUNCIL/COORDINATOR ANNOUNCEMENTS**

18.1 Members of Council present verbal reports on matters within their respective areas of responsibility:

19. **UNFINISHED BUSINESS**

19.1 Municipal Council Unfinished/Outstanding Business Tracking Table

20. **CONFIRMATORY BY-LAW**

20.1 Bylaw 018-2021, being a bylaw to confirm the proceedings of the Council Meeting of February 22, 2021.

Resolution 081-21

Moved by Deputy Mayor Suzanne Séguin

Seconded by Councillor Brian Darling

THAT leave be granted to introduce Bylaw 018-2021 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 February 22, 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

21. **ADJOURNMENT**

Resolution 082-21

Moved by Councillor Brian Darling

THAT the meeting be adjourned (8:08 PM)

Carried

Municipal Clerk B. Larmer

Mayor J. Henderson