



Unfinished Business Listing Council Motions/Staff Direction

Draft
 On Track
 Behind
 Overdue
 Complete

Motion/Item	Details/Minutes Text	Due Date	Current Completion
Meeting 2019-01-28	Council Meeting Link		
Motion - Social Planning and/or Community Development Advisory Committee. Department/Division Responsible: Legislative Services/ Planning & Development	Minutes: FURTHER THAT Council direct the Municipal Clerk to research the framework and terms of reference of a social planning and/or community development advisory committee with input from the Town's Planning Division to determine how affordable housing and other community health priorities fits within a municipality's strategic plan. The research will be due back to Council no later than June 2019. <i>Staff are currently working through several agreements and information with the County of Northumberland on two (2) Affordable Housing projects. These are the first projects, along with the Affordable Housing CIP directly related to this topic. Since the motion was passed, information is being gathered to best respond to the direction of Council in collaboration with the Social Housing authority being the Upper-Tier Level of Government.</i> <i>Staff will be inquiring to work with Northumberland Affordable Housing Committee to have a Municipal Council representative to sit on the Committee as a liaison similar to the Transition House Resolution in 2020.</i>	N/A	50%
Meeting 2019-09-23	Council Meeting Link		
Motion - Long Service Recognition Policy Department/Division Responsible: Human Resources	Minutes: THAT Council refer Policy #HR-AP-A18 – Long Service Recognition Policy to General Government Services for revisions and to be brought back to Council at a later date. <i>This policy is currently on the Municipal Corporate Policy Review Team Agenda for consideration and amendments. A draft has been developed and the Working Group should have a final version of the Policy in the Month of April, with a Report to be presented to Council by May 2021.</i>	May 2021	80%



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Meeting 2019-12-02	Council Meeting Link	March 2021	50%
Motion - Emergency Shelters Downtown Cobourg (County of Northumberland and CPSB). Department/Division Responsible: Multiple Departments/ Organizations	Minutes: THAT Council discuss the delegation with Northumberland County; and FURTHER THAT Council request that the Northumberland Affordable Housing Committee provide input and analysis on the recommendations presented by the delegation; and FURTHER THAT Council request that the Cobourg Police Service Board provide information on the level of crime and disruption in the immediate area of Transition House; and FURTHER THAT Council request information of Northumberland County regarding the recent change of operation of Transition House and any alternative options for low barrier housing in the Cobourg area; and FURTHER THAT Council request that all information is returned to Council by February 18, 2020 <i>The Town of Cobourg received a report from the Police Services Board Secretary in March 2020. This report was tracked down, and unfortunately was missed as a result of the Pandemic and some Staff changes. The correspondence will be added to the March 15, 2021 Regular Council Meeting under correspondence.</i>		
Meeting 2020-11-19	Council Meeting Link	September 2021	
Motion – Affordable Housing CIP Department/Division Responsible: Planning and Development Services	Minutes FURTHER THAT Council prioritize and expedite approvals for development projects that increase the supply of purpose-built rental housing, smaller unit sizes, secondary units, and mixed-ratio builds, and support of transitional housing initiatives as part of the CIP's 2021 intake; and		



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	FURTHER THAT Council direct staff to put together an inventory of potential municipal-owned surplus lands, buildings and/or facilities by March 22, 2021 for it to consider as potential support for Section 3.8.8 Donation or Sale of Surplus Lands of the Affordable and Rental Housing Community Improvement Plan; and FURTHER THAT Council direct staff to work with the Northumberland Affordable Housing Committee and other organizations where applicable to investigate partnership opportunities for implementing programs that are created through the Affordable and Rental Housing Community Improvement Plan. <i>Staff reported back to Council on April 19, 2021. An internal ad-hoc working group is created review of municipally-owned properties for the purpose of potentially disposing of and/or using such lands to facilitate the creation of affordable housing. The ad-hoc working group will provide a recommended shortlist and implementation plan to Council by September 13, 2021</i>		
Meeting 2020-01-27	Council Meeting Link		
Motion - unfinished business item 'Wheels Transit Options for Boarding/Disembarking'. Report and Accessible Transit Service Policy. Department/Division Responsible: Legislative Service/ Public Works	Minutes: FURTHER THAT Council instruct staff to draft an accessible transit service policy, in consultation with the Accessibility Advisory Committee and the proposed Accessibility Coordinator, for presentation to Council by June 1, 2020; and FURTHER THAT the issues raised by the delegations from Troy Mills and the Golden Plough Lodge Family Council be considered when drafting the policy. <i>This item appeared on the Council Agenda through an ACC Motion regarding a request for Staff and Century Transportation to review Driver responsibilities. The item will come back to Council with the draft policy for review in Spring 2021.</i>	Spring 2021	80%
Meeting 2020-12-14			
	Cannabis odour and by-law review – P. Rogers Correspondence.		



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Department/Division Responsible: Protection Services	THAT Council receive the correspondence for information purposes. FURTHER THAT the matter be referred to staff to bring a report to protection services for Council's review <i>Staff is currently researching and looking into this request by the resident.</i>	N/A	
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Meeting 2020-01-27	Council Meeting Link		
Motion – Staff Report on Innisfil Ridesharing Transit Model Department/Division Responsible: Legislative Services	Minutes: FURTHER THAT Council instruct Staff to investigate the Innisfil ridesharing transit model and provide a report on its viability in Cobourg, to be presented to Council by June 22, 2020. <i>This report has been placed on hold as a result of the Public Works On-Demand Transit Trial that is being tested by the Town of Cobourg. The Director of Public Works provided a comprehensive transit report submitted to Council for the on demand transit proposal which included content about the pros/cons of Uber. If Council would still like a fulsome report and review, time will need to be extended and a report can aim to be provided by Fall 2021.</i>	Fall 2021	0%
Meeting 2020-01-06	Council Meeting Link		
Motion - Private Transportation Regulating By-law Department/Division Responsible: Legislative Services	Minutes: THAT Council authorize Staff to incorporate regulations through by- law to regulate ‘Transportation Network Companies’ that provide an alternative transportation service within the Town of Cobourg in order to be prepared when this industry arrives in the Town of Cobourg; and FURTHER THAT Council approve the staff recommendations to modernize the Taxicab Regulations that are outlined in the staff report and authorize the preparation of a by-law to be endorsed and presented to Council for adoption at a Regular Council Meeting to incorporate the changes into a new ‘Private Transportation Regulating Bylaw’; and FURTHER THAT Council direct Staff to develop and present detailed options to Council regarding regulations to help support the introduction of Accessible Taxicabs in the Town of Cobourg and direct Staff to invite and engage new and existing businesses to operate Accessible Taxis in the Town of Cobourg;	Regular Council Meeting	



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Municipal Staff have been working towards the creation of the modernized Private Transportation By-law since the passing of the resolution, in conjunction with the Taxicab Businesses. The intent of this By-law is to provide better protection of our Taxicab Businesses in the wake of the Private Transportation Companies, being Uber and Lyft operating in the Town of Cobourg.

This By-law has been placed on hold during the COVID-19 Pandemic. The Town would like to consult with Taxicab Companies and the public and our Taxi Industry, but the industry has been hit with large obstacles since the pandemic has begun. There was an amendment in 2020 that allowed the Taxi Fares to be modernized with a running time which has resulted in a benefit to the companies until the larger review can be conducted. Staff is hoping to have this By-law completed in 2021.

Since the passing of the Council resolution and prior to the Global Pandemic, there were three taxi companies that approached the Town to provide 24 hour Accessible Taxis. Since the pandemic took hold, the Town has not heard from these companies since the first contact was made last year. Staff is working with the Accessible Advisory Committee and the Accessible Coordinator to look into innovative solutions for the interest of private transportation companies to come back to the Town to help our accessible community to have more active transportation modes. The Town is also looking towards innovative municipal solutions to aid in this need for our community.



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Meeting 2020-01-06	Council Meeting Link		
Motion - Joint Animal Control Municipal Services Board (JACMSB) - Notice of Agreement Termination. Department/Division Responsible: Legislative Services	Minutes: THAT Council direct the Municipal Clerk to provide a report to Council within the two (2) year notice period and prior to the exiting of the agreement to explain and provide an overview on the proposed operational model by the Town's By-law Enforcement Department in order to provide all Animal Control Enforcement internally for the residents of the Town of Cobourg. <i>Staff is currently working on the report as a result of the Two (2) year Notice to Withdraw that was given by Municipal Council in early 2020. At the end of the year if the Town remains with its decision to withdraw, this will be the end of the Agreement with the Joint Board. This decision to withdraw was supported by the Town's Service Delivery Review as an area for improvement and rethinking. The report is on track to be presented to Council at the end of Summer 2021 or earlier. This will allow for Council to have all information prior to Budget deliberations.</i>	2021-2022	
Meeting 2020-01-06	Council Meeting Link		
Motion – Report regarding parking meters, violations and fines - on the feasibility of the suggestions provided in the delegation. Department/Division Responsible: Legislative Services	Minutes: Judy Sherwin, Cobourg Resident, regarding parking meters, violations and fines in the Town of Cobourg. THAT Council refer the delegation to Staff for a report back to Council or the feasibility of the suggestions provided in the delegation. <i>Staff have spoken with the resident regarding the parking rules in the Town of Cobourg under the Provincial Offences Act Part II, also the Parking Ticket Review Policy was sent for future reference. Staff will provide Council with a report in April 2021, if still considered a priority.</i>	April 2021	



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Meeting 2020-04-27	Council Meeting Link		
Motion – Flood Reduction and Mitigation Strategy Department/Division Responsible: Chief Administrative Officer/ Treasurer	Minutes: WHEREAS at the Committee of the Whole Meeting on April 20, 2020, Council considered a Notice of Motion from Councillor Emily Chorley and Councillor Nicole Beatty, regarding a Flood Mitigation and Response Plan for the Town of Cobourg; and THEREFORE IT BE RESOLVED THAT the Town of Cobourg Council directs staff to draft a Flood Mitigation and Response Plan, in consultation with the Ganaraska Region Conservation Authority (GRCA) and other relevant agencies, for Council's consideration as soon as possible and no later than September 14, 2020. <i>This report is currently underway and has been placed on hold due to a Staff Member currently being on leave.</i>	N/A	
Meeting 2020-02-24	Council Meeting Link		
Motion – MOU between the Cobourg Public Library and the Town of Cobourg Department/Division Responsible: Chief Administrative Officer/ Treasurer	Minutes: THAT Council instruct Staff to draft a Memorandum of Understanding (MOU) to clearly define the roles and responsibilities, and relationship between the Town of Cobourg and the Cobourg Public Library Board; and FURTHER THAT the Council Coordinator of Arts, Culture and Tourism, Deputy Mayor Séguin, Interim CAO, Municipal Clerk and the CEO and Chair of the Cobourg Public Library Board be present during discussions between the Town of Cobourg and the Cobourg Public Library Board when drafting the terms of the MOU; and FURTHER THAT the MOU be finalized by June 1, 2020, and brought to the Cobourg Public Library Board for approval prior to the MOU being presented to Council for final approval. <i>MOU is complete and will be brought to Council after it is reviewed at the Library Board meeting.</i>	Completed	



Unfinished Business Listing Council Motions/Staff Direction

Meeting 2020-07-27	Council Meeting Link	
Motion – Legal opinion on the Town's ability, to regulate on-water activities in the Cobourg Harbour. Department/Division Responsible: Community Services	Minutes: WHEREAS at the Committee of the Whole Meeting on July 20, 2020 Council considered a memo from the Secretary of the Parks and Recreation Advisory Committee regarding a recommendation surrounding the Aquatic Safety Audit referred to the Committee at the May 11, 2020 Council Meeting - Request for Legal Opinion. NOW THEREFORE BE IT RESOLVED THAT a definitive legal opinion from an independent legal counsel with expertise in riparian rights be obtained regarding the municipality's ability, if any, to regulate on-water activities in the harbour; and FURTHER THAT the legal opinion be obtained before any further attempt to regulate on water activities; and FURTHER THAT the 2015 legal opinion on this matter be made available to the public. <i>Staff have currently engaged Aird & Berlis LLP. to provide a legal opinion on the Town's ability to regulate on water activities at the West Harbour. The Town has provided much documentation to the Solicitors and should have an opinion in the near future. This opinion crosses Provincial and Federal Legislation and is a complex area of the law.</i> <i>The legal opinion was received by Council on April 21, 2021 and referred to PRAC as a follow-up to the recommendation passed on July 20, 2020 by Council regarding this request for a legal opinion on the municipalities ability to regulate on-water activities in the Cobourg Harbour</i>	Completed
Meeting 2020-07-27	Council Meeting Link	
Motion – Striking a joint working group to create a consolidated safety procedure and emergency manual – Aquatic Safety Audit. Department/Division Responsible:	Minutes: WHEREAS at the Committee of the Whole Meeting on July 20, 2020 Council considered a memo from the Secretary of the Parks and Recreation Advisory Committee regarding a recommendation surrounding the Aquatic Safety Audit referred to the Committee at the May 11, 2020 Council Meeting - Aquatic Safety Audit – Working Group;	N/A



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Community Services

NOW THEREFORE BE IT RESOLVED THAT in order to create a consolidated safety procedure and emergency manual, Council instructs staff to strike a joint working group comprised of two staff members and one representative of each user group, including:



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	• Survivor Thrivers • Cobourg Yacht Club/Learn to Sail • Cobourg Dragon Boat & Canoe Club • Coast Guard • Green Canoe • Northumberland YMCA • Seasonal marina boaters (Boaters Council) • Anglers/commercial charters • Cobourg Surf and Paddleboard Club AND FURTHER THAT the working group be tasked with drafting a safety procedure/emergency manual for submission to Council and the Parks and Recreation Advisory Committee ahead of the 2021 boating season. <i>Meeting have been ongoing throughout the start of the year. The Deputy Director has been meeting with user groups and the Town is waiting to hear back on the legal opinion prior to any finalization of the Safety and Emergency manual.</i>		
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