



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

**May 17, 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

---

**1. CALL TO ORDER**

His Worship Mayor Henderson called the Meeting to Order at 6:03 P.M.

**2. TRADITIONAL LAND ACKNOWLEDGEMENT**

His Worship Mayor Henderson recited the Traditional Land Acknowledgment Statement.

**3. MOMENT OF REFLECTION**

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

**4. ADDITIONS TO THE AGENDA**

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

- 5.1 Councillor Aaron Burchat - Correspondence, Gordon Ley Chair, COVID -19 Committee, Rotary Club of Cobourg, requesting an exemption to the Town of Cobourg Sign By-law.**

As a member of the Rotary Club of Cobourg I have an indirect interest in the matter.

- 5.2 Deputy Mayor Suzanne Séguin - Correspondence, Gordon Ley Chair, COVID -19 Committee, Rotary Club of Cobourg, requesting an exemption to the Town of Cobourg Sign By-law.**

Deputy Mayor Suzanne Seguin, declared a conflict of interest as she is a member of the Rotary Club of Cobourg

- 5.3 Mayor John Henderson - Correspondence, Gordon Ley Chair, COVID -19 Committee, Rotary Club of Cobourg, requesting an exemption to the Town of Cobourg Sign By-law.**

Mayor John Henderson declared a conflict of interest as he is a member of the Rotary Club of Cobourg

- 5.4 Mayor John Henderson - Motion from the Committee of the Whole, regarding Northumberland County Housing Corporation request for reduction and deferral of Demolition and Building Permit Fees.**

Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.

- 5.5 Mayor John Henderson - By-law No. 035-2021, being a by-law to authorize the execution of a Development Agreement with the Northumberland County Housing Corporation, Lakefront Utility Services and the Town of Cobourg**

Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.

- 5.6 Mayor John Henderson - By-law No. 036-2021, being a by-law to amend zoning by-law 85-2003 (Elgin Park, 265-327 Elgin Street East, Cobourg)**

Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.

**5.7 Mayor John Henderson - THAT the following bylaw(s) be passed:**

Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.

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

**6.1 Adoption of the April 26, 2021 Regular Council Minutes.**

**Resolution 183-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council adopt the minutes of the Regular Council meeting held on April 26, 2021

**Carried**

**6.2 Adoption of the May 3, 2021 Special Council Meeting Minutes.**

**Resolution 184-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council adopt the minutes of the Special Council meeting held on May 3, 2021

**Carried**

**7. PRESENTATIONS**

**7.1 Sarah Tanner, Community Services Manager for Community and Social Service, Northumberland County, to speak regarding Community Safety and Well Being Plan**

S. Tanner provided an update on Northumberland County's Community Safety and Well-being Plan. S. Tanner provided information regarding committee membership, legislative requirements, planning initiatives and the programs model. S. Tanner spoke to strengths in Northumberland, community priorities, goals, objectives, timelines and how to measure the success of each priority. S. Tanner noted the plan is underway and will be submitted on July 1st to the province.

After a question and answer period, S. Tanner was dismissed at 6:30 PM

**7.2 Krystal Christopher, Deputy Clerk/Records Management Coordinator, introducing the launch of the Advisory Committee and Board Manager Module of eSCRIBE.**

K. Christopher provided an introduction and overview of the Board Manager Module of eSCRIBE. K Christopher spoke to the managing of vacancies and applications on advisory committees and boards and the Board Manager features.

After question answer period, the presentation concluded at 6:45 PM

**8. DELEGATIONS**

**8.1 Pastor Ewen Butler, Church on the Hill, to speak regarding a request for an exemption to the Town of Cobourg Sign By-law.**

Pastor E. Butler presented his request to Council to consider an exemption to the Town's Sign By-law to permit temporary lawn signs larger than the maximum size allowable to be placed on the Church's property for a period of two weeks.

After a question and answer period, E. Butler was dismissed at 6:53 PM

**9. DELEGATION ACTIONS**

**Resolution 185-21**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Adam Bureau

THAT Council authorize an exemption to the Church of the Hill from the Sign By-law to allow six (6) temporary lawn signs that are 24 inches by 36 inches in size that thank essential workers on the Church property for a period of two (2) weeks.

**Carried**

**10. REPORTS**

**10.1 General Government Services**

**10.1.1 Committee of the Whole meeting notes held on May 10, 2021**

**Resolution 186-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council receive the notes of the Committee of the Whole meeting held on May 10, 2021 for information purposes.

**Carried**

## **10.2 Planning and Development Services**

### **10.2.1 Memo from Planner I, Planning and Development, regarding the Site Plan Approval Application - 296 George Street - Multi-Residential Development**

#### **Resolution 187-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

THAT Council receive the Site Plan Approval Application for 296 George Street, Cobourg for a Multi-Residential Development for information purposes; and

FURTHER THAT the application be referred to the Planning Department for a report.

**Carried**

### **10.2.2 Notice of Resignation from Catherine Richards, member of the Cobourg Heritage Advisory Committee**

#### **Resolution 188-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Emily Chorley

THAT Council accept with regret the resignation from Catherine Richards of the Cobourg Heritage Advisory Committee and that a note of appreciation be sent to the member acknowledging his service to the Cobourg Community; and

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

**Carried**

## **10.3 Public Works Services**

## **10.4 Parks and Recreation Services**

## **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 the Organizational Review RFP Award**

##### **Resolution 189-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Chief Administrative Officer regarding the Organizational Review RFP Award

NOW THEREFORE BE IT RESOLVED THAT Council award the Organizational Review Request for Proposal Contract to the successful bidder, KPMG, in the amount of \$85,000.00 plus HST (non-refundable) totaling \$86,496.00 to be funded in the amount of \$60,000 from the approved 2020 Council Operating Budget; and

FURTHER THAT the remaining \$26,496.00 be drawn from the Contingency Reserve Fund to fund the remaining amount of the Organization Review Contract.

**Carried**

#### **11.1.2 Motion from the Committee of the Whole regarding the award of the contract for the replacement of the main interior sewer line in the basement of Victoria Hall**

##### **Resolution 190-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Treasurer/Director of Corporate Services regarding the award of the contract for the replacement of the main interior sewer line in the basement of Victoria Hall;

NOW THEREFORE BE IT RESOLVED THAT Council award the contract to Doyle Home Services to replace the main interior sewer

line in the west basement of Victoria Hall at a cost of \$55,990 including non-refundable HST to be funded from the 2021 capital budget allocation of \$40,000 with additional funds to be drawn from the Holdco Reserve fund in the amount of \$35,000 to cover the estimated total project cost of \$75,000.

**Carried**

**11.1.3 Motion from the Committee of the Whole regarding the Cobourg Public Library HVAC Unit Contract Award**

**Resolution 191-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Treasurer/Director of Corporate Services regarding the Cobourg Public Library HVAC Unit Contract Award;

NOW THEREFORE BE IT RESOLVED THAT Council award the contract to Carmichael Engineering Ltd to supply and install one (1) new four (4) ton and one (1) new six (6) ton Carrier roof top heat and cool package units at the Cobourg Public Library at a cost of \$18,520 including non-refundable HST to be funded from the Library Building Reserve account.

**Carried**

**11.1.4 Motion from the Committee of the Whole Meeting regarding the Town of Cobourg, 2020 Waterworks Draft Final Statements year ending of December 31, 2020**

**Resolution 192-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Adam Bureau

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered the Town of Cobourg, 2020 Waterworks Draft Final Statements year ending of December 31, 2020;

NOW THEREFORE BE IT RESOLVED THAT Council approve the draft audited financial statements for the Waterworks of the Town of Cobourg for the year ended December 31, 2020.

**Carried**

## **11.2 Planning and Development Services**

### **11.2.1 Motion from the Committee of the Whole, regarding Northumberland County Housing Corporation request for reduction and deferral of Demolition and Building Permit Fees.**

Mayor John Henderson declared a conflict on this item. (Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.)

#### **Resolution 193-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Brian Darling

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Director of Planning and Development, regarding an Application for Site Plan Approval – Elgin Park – 265-327 Elgin Street East – Northumberland County Housing Corporation;

NOW THEREFORE BE IT RESOLVED THAT Council authorize and grant Northumberland County Housing Corporation a 50% reduction in the Demolition/Building Permit fees for the project in the amount of \$52,525.00 to be funded from the 2021 Affordable Housing Assistance budget and a 5-year, interest-free deferral of the balance of the Permit fees.

**Carried**

## **11.3 Public Works Services**

## **11.4 Parks and Recreation Services**

### **11.4.1 Motion from the Committee of the Whole meeting regarding Recreation Software.**



**Resolution 194-21**

**Moved by** Councillor Emily Chorley

**Seconded by** Councillor Aaron Burchat

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Deputy Director of Community Services regarding Recreation Software;

NOW THEREFORE BE IT RESOLVED THAT Council authorize the Town of Cobourg to execute and enter into a three (3) year agreement with Active Network for the Town of Cobourg's recreation software, which includes a three year (3) extension option agreement to be included with the terms of the Agreement; and

FURTHER THAT Council authorize that the amount of \$17,020.38 for the Active Network conversion be funded from the Cobourg Community Centre (CCC) Operating Budget, under Software Maintenance in the amount of \$10,600.00 and office supplies in the amount of \$3,000.00 and from Training and Courses in the amount of \$3,420.38 to fund the total project cost.

**Carried**

**11.4.2 Motion from the Committee of the Whole regarding the Waterfront Parking Lot Repairs**

**Resolution 195-21**

**Moved by** Councillor Emily Chorley

**Seconded by** Councillor Brian Darling

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Deputy Director of Community Services regarding the Waterfront Parking Lot Repairs;

NOW THEREFORE BE IT RESOLVED THAT Council support the repairs to the Waterfront parking lot at a cost of \$30,000 plus HST to be funded from the Parking Reserves; and

FURTHER THAT Council support the proposed changes to the traffic flow as detailed on the attached drawing and outlined in the staff report.

**Carried**

**11.5 Protection Services**

**11.6 Arts, Culture and Tourism Services**

**11.6.1 Motion from the Committee of the Whole regarding the Summer 2021 Community Events Strategy**

**Resolution 196-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Emily Chorley

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Deputy Director of Community Services regarding the Summer 2021 Community Events Strategy;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to approve community events permits for the summer of 2021 based on up-to-date provincial guidelines and the following strategy as presented within the Staff Report.

**Carried**

**11.6.2 Motion from the Committee of the Whole regarding the Summer 2021 Pop-ups at the Harbour and Pop-ups at the Cobourg Beach**

**Resolution 197-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Manager, Marketing and Events, Community Services, regarding the Summer 2021 Pop-ups at the Harbour and Pop-ups at the Cobourg Beach;

NOW THEREFORE BE IT RESOLVED THAT Council endorse and approve the proposal for the Summer 2021 Pop-ups at the Cobourg Harbour and Pop-ups at the Beach project and allow staff to issue permits for municipal space using the Town of Cobourg Municipal Event Application procedures subject to the current COVID-19 Provincial Emergency Orders at that time.

**Carried**

**11.6.3 Motion from the Committee of the Whole meeting regarding the naming of Linda Gregg as the representative for Sustainable Cobourg on the Sustainability and Climate Change Advisory Committee**

**Resolution 198-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Emily Chorley

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Recording Secretary, Sustainability and Climate Change Advisory Committee, regarding the naming of Linda Gregg as the representative for Sustainable Cobourg on the Sustainability and Climate Change Advisory Committee;

NOW THEREFORE BE IT RESOLVED THAT Linda Gregg be named as the Sustainable Cobourg representative on the Sustainability and Climate Change Advisory Committee.

**Carried**

**11.6.4 Motion from the Committee of the Whole regarding the change of the Committee's name to the Sustainability and Climate Emergency Committee**

**Resolution 199-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Nicole Beatty

WHEREAS at the Committee of the Whole Meeting on May 10, 2021, Council considered a Memo from the Recording Secretary, Sustainability and Climate Change Advisory Committee, regarding the change of the Committee's name to the Sustainability and Climate Emergency Committee;

NOW THEREFORE BE IT RESOLVED THAT Council change the Committee's name from the 'Sustainability and Climate Change Advisory Committee' to the 'Sustainability and Climate Emergency Advisory Committee (SCEAC).

Carried

## 12. **BYLAWS**

### 12.1 **General Government Services**

#### 12.1.1 **By-law No. 034-2021, being a by-law to Authorize the Execution of a Cash-in-Lieu of Parking Agreement with Jenna Lee Fitzgerald, owner of George and Orange Taproom**

##### **Resolution 200-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Emily Chorley

THAT Council adopt By-law 034-2021, being a by-law to authorize the Mayor and Municipal Clerk to execute a cash-in-lieu of parking agreement between the Town of Cobourg and Jenna Lee Fitzgerald, George and Orange Taproom & Kitchen, together with any and all mortgagees that may be on title at the point of execution of the agreement for the lands known municipally as 67 Orange Street, Cobourg.

Carried

### 12.2 **Planning and Development Services**

#### 12.2.1 **By-law No. 035-2021, being a by-law to authorize the execution of a Development Agreement with the Northumberland County Housing Corporation, Lakefront Utility Services and the Town of Cobourg**

Mayor John Henderson declared a conflict on this item. (Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.)

##### **Resolution 201-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Adam Bureau

THAT Council adopt By-law 035-2021, being a by-law to authorize the Mayor and Municipal Clerk to execute on behalf of the Corporation an agreement with Northumberland County Housing Corporation and Lakefront Utility Services Inc. for a 40-unit

affordable/market rental residential re-development project at 265-327 Elgin Street East, Cobourg.

**Carried**

**12.2.2 By-law No. 036-2021, being a by-law to amend zoning by-law 85-2003 (Elgin Park, 265-327 Elgin Street East, Cobourg)**

Mayor John Henderson declared a conflict on this item. (Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.)

**Resolution 202-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Adam Bureau

THAT Council adopt By-law 036-2021, being a by-law to amend By-law No. 85-2003, by changing the zone category of a portion of the lands known as 265-327 Elgin Street East from “Multiple Residential Type 4 Exception 30 Holding (R4-30[H]) Zone” to “Multiple Residential Type 4 Exception 30 (R4-30) Zone” as illustrated on Figure 1 attached hereto within the By-law.

**Carried**

**12.2.3 By-law No. 037-2021, being a by-law to amend zoning by-law 85-2003 (Northumberland Hills Hospital (NHH), Corner of Burnham Street and DePalma Drive, Cobourg)**

**Resolution 203-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Brian Darling

THAT Council adopt By-law 037-2021, being a by-law to amend By-law No. 85-2003, to permit “Medical Clinic Use” as a permitted land use under Business Park Exception 4 (BP-4) Zone and to permit the future development of medical arts and ancillary health uses on the vacant 1.87 ha parcel at the south-west corner of Burnham Street and DePalma Drive.

**Carried**

### **12.3 Public Works Services**

### **12.4 Parks and Recreation Services**

### **12.5 Protection Services**

#### **12.5.1 By-law No. 038-2021, being a by-law to appoint Temporary Municipal By-Law Enforcement Officers for the Town of Cobourg.**

##### **Resolution 204-21**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Adam Bureau

THAT Council adopt By-law 038-2021, being a by-law to appoint temporary Municipal By-law Enforcement Officers to enforce by-laws and Provincial Orders during the ongoing COVID-19 Pandemic in the Town of Cobourg.

**Carried**

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

### **12.7 General Government Services**

#### **12.7.1 THAT the following bylaw(s) be passed:**

Mayor John Henderson declared a conflict on this item. (Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.)

##### **Resolution 205-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT leave be granted to introduce bylaw 034-2021, 037-2021 and 038-2021 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**

#### **12.7.2 THAT the following bylaw(s) be passed:**

Mayor John Henderson declared a conflict on this item. (Mayor John Henderson declared a conflict of interest as he is a member of the Northumberland Housing Corporation Board of Directors.)

**Resolution 206-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Brian Darling

THAT leave be granted to introduce bylaw 035-2021 and 036-2021 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 Sustainability and Climate Change Advisory Committee Minutes - April 7, 2021 and April 15, 2021**

**14.2 Ganaraska Region Conservation Authority Board Minutes - April 15, 2021**

**14.3 Parks and Recreation Advisory Committee Minutes - April 6, 2021**

**14.4 Downtown Business Improvement Area Board of Management Minutes - April 8, 2021 and April 23, 2021**

**14.5 Cobourg Heritage Advisory Committee Minutes - April 7, 2021**

**Resolution 207-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

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

**Carried**

**15. CORRESPONDENCE**

**15.1 Correspondence, Keith Oliver, Cobourg Resident - Brookside and Company, regarding recommendations on the Brookside Site.**

**Resolution 208-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

THAT Council receive the correspondence for information purposes.

**Carried**

**15.2 Correspondence Carolyn Hasson, Cobourg resident, requesting an exemption to the Pool By-law at the property located at, 692 Ewing Street, Cobourg.**

THAT Council authorize an exemption for the Pool By-law to allow the pool heater to be located 1.92 from rear lot line

**Resolution 209-21**

**Moved by** Councillor Aaron Burchat

**Seconded by** Councillor Brian Darling

THAT Council receive the correspondence for information purposes.

**Carried**

**15.3 Correspondence, Gordon Ley Chair, COVID -19 Committee, Rotary Club of Cobourg, requesting an exemption to the Town of Cobourg Sign By-law.**

Councillor Aaron Burchat declared a conflict on this item. (As a member of the Rotary Club of Cobourg I have an indirect interest in the matter.)

Deputy Mayor Suzanne Séguin declared a conflict on this item. (Deputy Mayor Suzanne Seguin, declared a conflict of interest as she is a member of the Rotary Club of Cobourg)

Mayor John Henderson declared a conflict on this item. (Mayor John Henderson declared a conflict of interest as he is a member of the Rotary Club of Cobourg)



**Resolution 210-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Emily Chorley

THAT Council receive the correspondence for information purposes; and

FURTHER THAT Council approve the exemption of the Town of Cobourg Sign By-law for the Rotary Club of Cobourg

**Amended**

**Resolution 211-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Nicole Beatty

*MOTION TO AMEND:*

THAT Council receive the correspondence for information purposes;

FURTHER THAT Council approve the exemption of the Town of Cobourg Sign By-law for the Rotary Club of Cobourg until the end of 2021

**Amended**

**Resolution 212-21**

**Moved by** Councillor Adam Bureau

**Seconded by** Councillor Nicole Beatty

*MOTION TO AMEND:*

THAT Council receive the correspondence for information purposes;

FURTHER THAT Council approve the exemption of the Town of Cobourg Sign By-law for the Rotary Club of Cobourg until the end of 2021 and no larger than 16 inches by 24 inches

**Defeated**

**Resolution 213-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Emily Chorley

THAT Council receive the correspondence for information purposes; and

FURTHER THAT Council refer the request for a sign by-law exemption to the Committee of the Whole meeting on May 31, 2021 with a staff report

**Carried**

**15.4 Correspondence, Secretary, Town of Cobourg Holdings Inc., regarding Recruitment of Director Vacancy.**

**Resolution 214-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT Council receive the correspondence for information purposes.

**Carried**

**15.5 Correspondence, Town of Cobourg Holdings Inc., regarding Directors and Signing Officers Mini-Bios, completion of 2021 HOLDCO Initiative.**

**Resolution 215-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Brian Darling

THAT Council receive the correspondence for information purposes.

**Carried**

**15.6 Correspondence, Carol Farren, Cobourg Resident regarding the the proposal for the Albert and Division Street Development, follow up comments form the Public Planning Meeting.**

**Resolution 216-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

THAT Council receive the correspondence for information purposes.

**Amended**

**Resolution 217-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Emily Chorley

MOTION TO AMEND:

FUTHER THAT a copy of Carol Farren's letter be sent to Tom DeBoer, TD Consulting and the Applicant, Joe Ferreira, to work with the Town of Cobourg to address these concerns

**Carried**

**Resolution 218-21**

**Moved by** Councillor Nicole Beatty

**Seconded by** Councillor Aaron Burchat

THAT Council receive the correspondence for information purposes.

FUTHER THAT a copy of Carol Farren's letter be sent to Tom DeBoer, TD Consulting and the Applicant, Joe Ferreira, to work with the Town of Cobourg to address these concerns

**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 Unfinished Business Tracking Table**

**19. CONFIRMATORY BY-LAW**

**19.1 Bylaw 039-2021, being a bylaw to confirm the proceedings of the Council Meeting of May 17, 2021.**

**Resolution 219-21**

**Moved by** Deputy Mayor Suzanne Séguin

**Seconded by** Councillor Aaron Burchat

THAT leave be granted to introduce Bylaw 039-2021 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 May 17, 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 220-21**

**Moved by** Councillor Brian Darling

THAT the meeting be adjourned (8:24 PM)

**Carried**

---

Municipal Clerk B. Larmer

---

Mayor J. Henderson